



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | vi.williamsbay.wi.gov

Phone: 262-245-2700

NOTICE

VILLAGE BOARD OF TRUSTEES MEETING

MONDAY, NOVEMBER 20, 2023 AT 6:30 PM

Village Hall Council Room

250 Williams Street

Williams Bay, WI 53191

AGENDA

The following agenda items may be considered for Discussion, Consideration, or Action

- I. **Call to Order**
- II. **Roll Call**
- III. **Pledge of Allegiance**
- IV. **Minutes**
 - A. Village Board Meeting Minutes of November 6, 2023
- V. **Consent Agenda**
 - A. Consideration of a request by a Kishwaukee Nature Conservancy full-time employee for up to one week of unpaid time-off on an ongoing annual basis
- VI. **Presentation of accounts and petitions**
 - A. Accounts Payable Prepays
 - 1. 11/10/2023 in the amount of \$41.47
 - 2. 11/13/2023 in the amount of \$1,108.00
 - B. Payroll ending 11/03/2023 in the amount of \$46,504.63
 - C. Accounts Payable Unpays dated 11/17/2023 in the amount of \$206,194.19
 - D. Library Accounts Payable dated 11/16/2023 in the amount of \$2,272.00
- VII. **Plan Commission**
 - A. APPLICANT: Mike Condrón and John Dwyer (Applicants)
TAX KEY: WOP 00008 and WWUP 00088
STREET ADDRESS: 105 N. Walworth Street and Lakefront Area, Williams Bay, Wisconsin 53191
Applicant is requesting a Temporary Use Permit per Section 390.208 "Temporary Use Permit" and Section 390.0316.B Temporary Outdoor Sales for a food vending cart.
 - B. APPLICANT: Constance Woods, LLC (Owner)
TAX KEY: WA499800001
STREET ADDRESS: 327 W. Constance Blvd, Village of Williams Bay
Applicant requests a conditional use permit per zoning code section 390-0223.C (5) *P & I Public and Institutional District – Indoor Institutional – Intensive* and Section 390-0821 *Group Development and*

Large Development Standards to construct a Women's Leadership Center consisting of three structures with a total combined conditioned space of 24,894 square feet and a small storage accessory structure.

- C. APPLICANT: Constance Woods, LLC (Owner) TAX KEY: WA499800001
STREET ADDRESS: 327 W. Constance Blvd, Village of Williams Bay
The applicant is requesting approval of a site plan for development in the P & I Public and Institutional
District per Section 390-1206 Site Plan.

VIII. PUBLIC COMMENTS

IX. President's Remarks

X. Committee Reports

A. Finance & Personnel, Chair - Trustee Wright

1. Recommendation for approval of the draft 2024 budgets. For public hearing and adoption on 12/4/2023 Village Board Agenda
2. Recommendation for approval of using \$105,000 of the \$276,000 Village American Rescue Plan Act (ARPA) funds by the following five (5) projects:
 - a. Southwick Creek at Geneva Lake Pedestrian Bridge Replacement: \$20,000
 - b. Removal and replacement of Lakefront railroad tie: \$15,000
 - c. Tax Increment Finance (TIF) District Study: \$30,000
 - d. Downtown Master Plan Study: \$20,000
 - e. Fire Department Study: \$15,000
3. R-79-23 Resolution approving renewal with current insurers
4. R-73-23 Resolution approving a Proposal for Arbitrage Rebate Services from Bingham Arbitrage Rebate Services, Inc.
5. R-64-23 Resolution Approving Lifeguard Services Agreement for the 2024 Summer Season
6. R-74-23 Resolution Approving 2024 Clean Boats Clean Waters (CBCW) Grant Collaboration
7. R-76-23 Resolution Authorizing Village Utility Rate Study Engagement Letter from Baker Tilly
8. R-78-23 Resolution Approving Baxter & Woodman Engineering Services Work Order for Clover Street and Williams Street Water Main Loop Design

B. Protective Services, Chair - Trustee Vlach

1. Consideration of a Liquor License for Ganesh Food, Inc. d/b/a Bayside Mart
2. Consideration of a Tobacco License for Ganesh Food, Inc. d/b/a Bayside Mart
3. R-77-23 Resolution Authorizing the Purchase of Village Radios Through Walworth County
4. R-70-23 Resolution Approving Mack Glass Community d/b/a Worlds Tallest Glass Tree Temporary Class "B" and "Class B" Retailer's License Application for December 1st - 3rd
5. R-71-23 Resolution Approving Mack Glass Community d/b/a Worlds Tallest Glass Tree Temporary Class "B" and "Class B" Retailer's License Application for December 8th - 10th
6. R-72-23 Resolution Approving Williams Bay Civic League Temporary Class "B"/"Class B" Retailer's License Application for Worlds Tallest Glass Tree December 15th - 17th

C. Parks & Lakefront, Chair - Trustee Russell

1. R-67-23 Resolution Approving the Edgewater Park Use and Policy Contract for 2024 Farmers Market

D. Building, Zoning, & Ordinance, Chair - Trustee Jaramillo

1. Ordinance #2023-13 Amending The Village Code Increasing The Village Treasurer Position From The Current One (1) Year Term to A Three (3) Year Term (Second Reading)
2. R-75-23 Resolution Approving the Annual update of the Child Safety Zone Map as required by Ordinance 299
- E. **Water & Sewer, Chair - Trustee Umans**
 1. No Report
- F. **Streets & Highways, Chair - Trustee D'Alessandro**
 1. R-65-23 Resolution Approving North Walworth St Use and Policy Contract for Cinco De Mayo Event May 4, 2024

XI. Public Comments

XII. Other Items for Discussion, Consideration, or Action

- A. R-80-23 Resolution Authorizing A Proposal from Public Administration Associates (PAA) for a Shared Public Safety Facility with the Village of Fontana

XIII. Adjournment

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Village Clerk's office in advance so the appropriate accommodations can be made.

Posted: 11/17/2023 5:00 PM



VILLAGE OF WILLIAMS BAY

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UNOFFICIAL MINUTES VILLAGE BOARD 11/6/2023 MEETING MONDAY, NOVEMBER 6, 2023 AT 6:00 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

I. Call to Order

President Duncan called the meeting to order at 06:00pm.

II. Roll Call

Present: President Bill Duncan, Trustees George Vlach, Jim D'Alessandro, Lowell Wright, Robert Umans, Adam Jaramillo, and Steven Russell

Also Present: Administrator David Lothspeich, Public Works Director Wayne Edwards, Village Engineer Doug Snyder, Chief Justin Timm, Fire Chief Doug Smith, Clerk Tina Kolls

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Appointment and Oath of Office

- A. Consider a motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

-Consideration of Treasurer Candidate

The motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for Consideration of Treasurer Candidate was initiated by Trustee Wright and seconded by Trustee Umans at 06:02pm.

Votes:

Yes: President Duncan, Trustees D'Alessandro, Wright, Umans, Vlach, Russell

No: None

Abstain: None

Result: Passes

- B. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by Trustee Umans and seconded by Trustee Wright at 06:09pm. Unanimously carried.

- C. Possible discussion of/action for those items discussed in closed session

There was a brief discussion with applicant Jennifer Wiese about her work history.

D. Confirmation of the Village President's appointment of Village Treasurer

The motion to approve the confirmation of the Village President's appointment of Jennifer Wiese as Village Treasurer was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

E. Oath of Office of Village Treasurer

Clerk Kolls administered the Oath of Office to the newly appointed Village Treasurer Jennifer Wiese.

V. Minutes

A. Village Board Meeting Minutes of October 16, 2023

The motion to approve the Village Board Meeting Minutes of October 16, 2023 was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

VI. Presentation of accounts and petitions

A. Payroll ending 10-20-2023 in the amount of \$43,092.92

The motion to approve the Payroll ending 10-20-2023 in the amount of \$43,092.92 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Accounts Payable Prepays dated 11/03/2023 in the amount of \$726.78

The motion to approve the Accounts Payable Prepays dated 11/03/2023 in the amount of \$726.78 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

C. Accounts Payable Unpays dated 10-31-2023 in the amount of \$303,820.49

The motion to approve the Accounts Payable Unpays dated 10-31-2023 in the amount of \$303,820.49 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

D. Monthly Electronic Fund Transfer Payments in the amount of \$232,119.19

The motion to approve the Monthly Electronic Fund Transfer Payments in the amount of \$232,119.19 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

VII. PUBLIC COMMENTS

The following residents spoke or wrote in about their concerns regarding any changes that may be made to Village Sex Offender Ordinance 299 or the Child Safety Zone Map:

- Jaqueline Hopkins, 383 Fair Oaks Dr.
- Allie Jeters, 114 Wittig Ct.
- Brenda Hausner, 133 Potawatomi Rd
- Sam Perkins, 384 Lakewood Dr
- John & Susan Holmes, 27 N Walworth Ave
- Kurt & Lilan Marunde, 521 Prairie View Rd
- A letter signed "Resident of Williams Bay"

VIII. President's Remarks

A. Recognition of Williams Bay Fire Department Retirement – Paul Nicholson 45 Years (14 years as Assistant Fire Chief and 15 years as Fire Chief)

President Duncan spoke in recognition of Paul Nicholson's 45 years of service with the Williams Bay Fire Department.

B. Veterans Day Observance

President Duncan gave a reminder of the Veterans Day Observance to be held Saturday November 11, 2023 at Edgewater Park.

IX. Committee Reports

A. Protective Services, Chair - Trustee Vlach

1. Original, Renewal, or Temporary Operator License Applications

The motion to approve the Original, Renewal, or Temporary Operator License Applications was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

X. Public Comments

There were no public comments.

XI. Other Items for Discussion, Consideration, or Action

A. Select Authorized signers for Cetera Investment Account

The motion to approve the Select Authorized signers for Cetera Investment Account was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Motion was withdrawn.

The motion to table the Selection of Authorized signers for Cetera Investment Account was initiated by Trustee Russell and seconded by Trustee Jaramillo . Unanimously carried.

B. Resolution Authorizing A Proposal from Public Administration Associates (PAA) for a Shared Public Safety Facility with the Village of Fontana

The motion to table the Resolution Authorizing A Proposal from Public Administration Associates (PAA) for a Shared Public Safety Facility with the Village of Fontana was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

XII. Adjournment

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Umans at 06:51pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

These are not official Minutes until approved by the Governing Body.

SEC. 8.7 LEAVES OF ABSENCE

Any Employees desiring unpaid leaves of absence from their employment shall secure written permission from the Village Board that may grant same at its sole discretion. Such requests for unpaid leaves of absence should be submitted to the Village Administrator who in turn will bring the request to the Village Board. The maximum leave of absence shall be for thirty (30) days and may, at the sole discretion of the Village Board, be extended for like periods. Written permission for extensions must be secured from the Village Board. The employee must make suitable arrangements for the continuation of their health and dental insurance, which shall be at the employee's expense unless otherwise agreed in writing by the Village Board before the leave may be approved by the Village Board.

By mutual agreement between the employee and Village Board, which agreement will be set forth in writing, vacation time accrued may be used for any Employee taking such leave. Any such leave of absence shall be without pay and no accumulation of benefits during the time off will be allowed, except for that portion of the leave accrued vacation was used for.

GL Account and Title	Description	Amount	Date Paid	GL Period
UNITED STATES TREASURY				
100-21252 FICA+FITW PAYABLE	1/17/23 PAYROLL EFTPS	21.80		1123
100-57921-150 LATE FEES, PENALTIES, INTEREST	1/17/23 PAYROLL EFTPS	19.67		1123
Total UNITED STATES TREASURY:		41.47		
Grand Totals:		41.47		

Village Board Approval Date: _____

GL Account and Title	Description	Amount	Date Paid	GL Period
WALWORTH COUNTY CLERK				
100-43018 DOG LICENSE	2023 DOG TAGS	1,108.00		1123
Total WALWORTH COUNTY CLERK:		1,108.00		
Grand Totals:		1,108.00		

Village Board Approval Date: _____

Pay Period Date: 10/21/2023 - 11/3/2023
 Pay Date: 11/10/2023

Department	Gross Regular Wages	Gross OT Wages	Payroll Taxes & Deductions	Net Wages
Crossing Guard	\$670.76	\$0.00	\$53.28	\$617.48
General Administration*	\$8,019.62	\$0.00	\$3,686.61	\$4,333.01
KNC	\$3,478.00	\$0.00	\$898.90	\$2,579.10
Lakefront/Beach	\$3,310.28	\$0.00	\$1,112.25	\$2,198.03
Library	\$7,409.35	\$0.00	\$2,541.83	\$4,867.52
Municipal Court	\$1,259.42	\$0.00	\$166.38	\$1,093.04
Parks	\$1,437.28	\$0.00	\$173.97	\$1,263.31
Police	\$24,669.91	\$533.52	\$8,674.29	\$16,529.14
Protective Services (F&R)	\$4,734.77	\$0.00	\$1,017.40	\$3,717.37
Public Works/W&S*	\$10,829.92	\$0.00	\$4,085.37	\$6,744.55
Recreation Department	\$3,455.70	\$0.00	\$893.62	\$2,562.08
Village Board	\$0.00	\$0.00	\$0.00	\$0.00
Total Net Wages				\$46,504.63

Payroll Register - Detail by Department

GL Account and Title	Description	Amount	GL Period
1123			
ABSOLUTE MOBILE TESTING LLC			
200-57930-130 WATER DRUG TESTING EXPENSE	RANDOM - DRUG TESTING	191.00	1123
Total ABSOLUTE MOBILE TESTING LLC:		191.00	
ADAMS PUBLISHING GROUP			
100-54310-190 STREETS TRAINING	PUBLIC WORKS POSTING	263.25	1123
Total ADAMS PUBLISHING GROUP:		263.25	
BAXTER WOODMAN			
300-58965-140 SEWER CAPITAL OUTLAY	LIFT STATION 3 REMODEL	1,127.50	1123
100-51405-000 BILLABLE SERVICES	WILLABAY MEADOWS	720.00	1123
500-55411-140 BEACH/LAUNCH/LAKEFRONT/CAPITAL	ASSISTANCE WITH SOUTHWIC	5,550.00	1123
100-51405-000 BILLABLE SERVICES	226 CIRCLE PKWY	1,472.75	1123
100-51405-000 BILLABLE SERVICES	WOMENS LEADERSHIP	4,400.00	1123
100-51405-000 BILLABLE SERVICES	GREEN GROCER	965.50	1123
100-51405-000 BILLABLE SERVICES	1 N WALWORTH	600.00	1123
100-51405-000 BILLABLE SERVICES	BREEZY BAY HOMES	680.00	1123
100-51405-000 BILLABLE SERVICES	548 HIGLAND	420.00	1123
200-57610-140 WATER FUND CAPITAL OUTLAY	WELL 2 PUMP REPLACEMENT	1,395.00	1123
200-57610-140 WATER FUND CAPITAL OUTLAY	CORROSION CONTROL TREAT	6,500.00	1123
200-57610-140 WATER FUND CAPITAL OUTLAY	CORROSION CONTROL TREAT	9,000.00	1123
100-51405-000 BILLABLE SERVICES	226 CIRCLE PKWY	1,140.00	1123
200-57610-140 WATER FUND CAPITAL OUTLAY	LIME REACTOR CLEANING PLA	1,412.50	1123
100-51405-000 BILLABLE SERVICES	WOMENS LEADERSHIP	7,350.00	1123
100-51405-000 BILLABLE SERVICES	1 N WALWORTH	512.75	1123
100-51405-000 BILLABLE SERVICES	548 HIGLAND	240.00	1123
100-51405-000 BILLABLE SERVICES	637 JACKSON	420.00	1123
100-54100-300 ENGINEERING	CHILD SAFETY ZONE MAP	1,295.00	1123
Total BAXTER WOODMAN:		45,201.00	
BURLINGTON WASTEWATER UTILITY			
200-57623-170 WATER TESTING	MONTHLY BILLING	100.00	1123
Total BURLINGTON WASTEWATER UTILITY:		100.00	
CORE & MAIN			
200-57641-160 WATER DISTRIBUTION SUPPLIES	WATER DIST SUPPLIES	470.56	1123
Total CORE & MAIN:		470.56	
DJS SCUBA LOCKER INC			
100-52340-145 DIVE TEAM TANK MAINTENANCE	DIVE TEAM EQUIPMENT SERVI	1,494.70	1123
Total DJS SCUBA LOCKER INC:		1,494.70	
ELKHORN NAPA AUTO PARTS			
225-54635-150 RECYCLING REPAIRS/MAINT	SUPPLIES	324.14	1123
Total ELKHORN NAPA AUTO PARTS:		324.14	
EMC INSURANCE COMPANIES			
100-51510-000 INSURANCE EXPENSE	RENEWAL FEE	275.00	1123

GL Account and Title	Description	Amount	GL Period
Total EMC INSURANCE COMPANIES:		275.00	
GLOCK PROFESSIONAL INC			
100-52120-190 POLICE TRAINING	POLICE TRAINING	250.00	1123
Total GLOCK PROFESSIONAL INC:		250.00	
GORDON FLESCH			
100-51410-162 GEN ADMIN COPIER EXPENSE	VH COPIER CHARGES	181.47	1123
100-55210-200 REC DEPT TELEPHONE	REC DEPT COPIER CHARGES	48.46	1123
Total GORDON FLESCH:		229.93	
GRAINGER INC.			
100-54310-160 STREETS SUPPLIES	BATTERIES	40.60	1123
Total GRAINGER INC.:		40.60	
GUNNAR OLSEN LANDSCAPING			
100-55410-115 PARKS CONTRACT LABOR	WEEDING	451.50	1123
Total GUNNAR OLSEN LANDSCAPING:		451.50	
HEYER TRUE VALUE HARDWARE			
100-52320-150 FIRE DEPT REPAIRS/MAINT	SUPPLIES	27.96	1123
100-54310-160 STREETS SUPPLIES	NUTS AND BOLTS	32.98	1123
200-57935-150 WATER PLANT REPAIRS/MAINT	SUPPLIES	14.48	1123
200-57935-150 WATER PLANT REPAIRS/MAINT	SUPPLIES	31.98	1123
100-54310-160 STREETS SUPPLIES	SUPPLIES	102.85	1123
Total HEYER TRUE VALUE HARDWARE:		210.25	
HYDRO CORP			
200-57656-150 CROSS CONNECTION INSPECTION	CROSS CONNECTION PROGRA	1,351.00	1123
200-57656-150 CROSS CONNECTION INSPECTION	CROSS CONNECTION PROGRA	459.00	1123
Total HYDRO CORP:		1,810.00	
JEFFERSON FIRE & SAFETY			
100-52320-150 FIRE DEPT REPAIRS/MAINT	SUPPLIES	767.24	1123
Total JEFFERSON FIRE & SAFETY:		767.24	
MUNICIPAL CODE ENFORCEMENT LLC			
100-53100-220 STR ENFORCEMENT CONTRACT	STR CODE ENFORCEMENT	888.00	1123
100-53100-215 CODE ENFORCEMENT CONTRACT	CODE ENFORCEMENT	2,352.00	1123
Total MUNICIPAL CODE ENFORCEMENT LLC:		3,240.00	
NIEUWENHUIS BROS. INC.			
225-54635-131 RECYCLING FEES	RECYCLING CURBSIDE PICKU	6,805.76	1123
225-54635-165 RECYCLING TIPPING FEES	RECYCLING TIPPING	1,057.33	1123
100-54710-000 REFUSE COLLECTIONS	REFUSE CURBSIDE PICKUP	12,762.88	1123
100-54710-000 REFUSE COLLECTIONS	6YD ROLL BIN	130.00	1123
225-54635-165 RECYCLING TIPPING FEES	RECYCLING SURCHARGE	1,450.00	1123

GL Account and Title	Description	Amount	GL Period
Total NIEUWENHUIS BROS. INC.:		22,205.97	
NORTHERN LAKE SERVICE INC.			
200-57623-170 WATER TESTING	WATER TESTING	396.00	1123
Total NORTHERN LAKE SERVICE INC.:		396.00	
PATS SERVICES INC			
200-57631-160 WATER TREATMENT CHEMICALS	LIME SLUDGE	3,420.00	1123
Total PATS SERVICES INC:		3,420.00	
PREMIUM WATERS INC			
100-51730-160 VH BLDG SUPPLIES	VH WATER DELIVERY	22.49	1123
100-55411-160 LAKEFRONT SUPPLIES	LAKEFRONT WATER DELIVERY	50.99	1123
Total PREMIUM WATERS INC:		73.48	
SAFEBUILT LLC			
100-53100-211 BLDG INSPECTION CONTRACT	CODE ENFORCEMENT	135.20	1123
100-53100-211 BLDG INSPECTION CONTRACT	BUILDING INSPECTION FEES	20,730.53	1123
Total SAFEBUILT LLC:		20,865.73	
SECURIAN FINANCIAL GROUP INC			
100-52120-124 POLICE LIFE INSURANCE	POLICE LIFE INSURANCE	78.76	1123
100-54310-124 STREETS LIFE INSURANCE	STREETS LIFE INSURANCE	24.73	1123
100-55410-124 PARKS LIFE INSURANCE	PARKS LIFE INSURANCE	1.86	1123
200-57630-124 WATER TREATMENT - LIFE INS	WATER TREATMENT LIFE INSU	10.11	1123
200-57640-124 WATER DISTRIBUTION - LIFE INS	WATER DISTRIBUTION LIFE INS	10.11	1123
230-58100-124 KNC LIFE INSURANCE	KNC LIFE INSURANCE	3.86	1123
100-51410-124 GEN ADMIN LIFE INSURANCE	GEN ADMIN LIFE INSURANCE	68.12	1123
100-55210-124 REC DEPT LIFE INSURANCE	REC DEPT. LIFE INSURANCE	4.62	1123
400-58100-123 LIBRARY HEALTH INSURANCE	LIBRARY LIFE INSURANCE	47.33	1123
100-21257 LIFE INSURANCE PAYABLE	EMPLOYEE CONTRIBUTION	266.96	1123
Total SECURIAN FINANCIAL GROUP INC:		516.46	
STANEK,CYNTHIA			
100-51730-160 VH BLDG SUPPLIES	REIMBURSEMENT FOR SUPPLI	18.90	1123
Total STANEK,CYNTHIA:		18.90	
STATE OF WI - COURT FINES			
100-45001 COURT FINE REVENUE	MONTHLY SHARE OF COURT FI	1,802.30	1123
Total STATE OF WI - COURT FINES:		1,802.30	
UPPER CASE PRINTING			
200-57921-160 WATER OFFICE SUPPLIES	PRINTING OF UTILITY BILLS	382.88	1123
300-58969-160 SEWER OFFICE SUPPLIES	PRINTING OF UTILITY BILLS	382.87	1123
Total UPPER CASE PRINTING:		765.75	
USA BLUE BOOK			
200-57952-000 WATER LAB EQUIPMENT	SUPPLIES	197.94	1123

GL Account and Title	Description	Amount	GL Period
Total USA BLUE BOOK:		197.94	
VERITIV OPERATING COMPANY			
100-51410-160 GEN ADMIN SUPPLIES	COPY PAPER	375.60	1123
Total VERITIV OPERATING COMPANY:		375.60	
VON BRIESEN & ROPER, S.C.			
100-51610-000 LEGAL SERVICES	POLICE LEGAL FEES	31.50	1123
Total VON BRIESEN & ROPER, S.C.:		31.50	
WALCOMET			
300-58980-300 WALCOMET SEWERAGE EXPENSES	MONTHLY BILLING	55,615.37	1123
300-58980-310 WALCOMET SEWER CONNECTION FEE	548 HIGHLAND	4,000.00	1123
300-58980-310 WALCOMET SEWER CONNECTION FEE	82 UPPER LOCH VISTA	4,000.00	1123
300-58980-310 WALCOMET SEWER CONNECTION FEE	409 CANTERBURY	4,000.00	1123
300-58980-310 WALCOMET SEWER CONNECTION FEE	178 CLOVER	4,000.00	1123
Total WALCOMET:		71,615.37	
WALWORTH COUNTY SHERIFF'S OFFICE			
100-52120-161 POLICE POSTAGE/CONFINEMENT	POSTAGE AND CONFINEMENT	55.00	1123
Total WALWORTH COUNTY SHERIFF'S OFFICE:		55.00	
WALWORTH COUNTY TREASURER-COURT FINES			
100-45001 COURT FINE REVENUE	MONTHLY SHARE OF COURT FI	557.40	1123
Total WALWORTH COUNTY TREASURER-COURT FINES:		557.40	
WELDERS SUPPLY CO.			
100-54310-150 STREETS EQUIP REPAIRS/MAINT	SUPPLIES	60.00	1123
Total WELDERS SUPPLY CO.:		60.00	
WI DEPARTMENT OF TRANSPORTATION			
300-58965-140 SEWER CAPITAL OUTLAY	STH 67 SANITARY SEWER REC	6,363.61	1123
500-54310-140 STREETS/HIGHWAYS	STH 67 RESURFACING COST	21,182.51	1123
Total WI DEPARTMENT OF TRANSPORTATION:		27,546.12	
WISCONSIN PROFESSIONAL POLICE			
100-21262 UNION DUES PAYABLE	UNION DUES	258.00	1123
Total WISCONSIN PROFESSIONAL POLICE:		258.00	
WISCONSIN STATE LABORATORY OF HYGIENE			
200-57623-170 WATER TESTING	FLUORIDE	28.00	1123
Total WISCONSIN STATE LABORATORY OF HYGIENE:		28.00	
WITTE SUPPLY COMPANY			
100-55410-150 PARKS REPAIRS/MAINT	TOPSOIL	85.50	1123
Total WITTE SUPPLY COMPANY:		85.50	

GL Account and Title	Description	Amount	GL Period
Total 1123:		206,194.19	
Grand Totals:		206,194.19	

Village Board Approval Date: _____

GL Account and Title	Description	Amount	GL Period
1123			
ACCESS ELEVATOR INC			
400-58100-150 LIBRARY BLDG REPAIRS & MAINT	LIBRARY BLDG REPAIRS & MAI	500.00	1123
Total ACCESS ELEVATOR INC:		500.00	
BAKER & TAYLOR			
400-58200-000 ADULT PRINT	ADULT PRINT/ BOOK	818.02	1123
400-58201-000 CHILDREN PRINT	CHILDREN'S BOOKS	33.24	1123
Total BAKER & TAYLOR:		851.26	
DEMCO			
400-58100-160 LIBRARY SUPPLIES	SUPPLIES	94.69	1123
Total DEMCO:		94.69	
GREATAMERICA FINANCIAL SVCS.			
410-58340-000 BOARD COMMITTED EXPENDITURES	BOARD COMMITTED	207.78	1123
Total GREATAMERICA FINANCIAL SVCS.:		207.78	
MIDWEST TAPE			
400-58200-100 ADULT DIGITAL	ADULT DIGITAL	26.24	1123
400-58200-100 ADULT DIGITAL	ADULT DIGITAL	101.21	1123
400-58200-100 ADULT DIGITAL	ADULT DIGITAL	27.99	1123
Total MIDWEST TAPE:		155.44	
PETTY CASH			
400-58100-160 LIBRARY SUPPLIES	WALMART-SUPPLIES	12.83	1123
Total PETTY CASH:		12.83	
SCHNUPP, JOY			
410-58255-000 LIB FRIENDS EXPENDITURE	FRIENDS EXPENSE	76.00	1123
Total SCHNUPP, JOY:		76.00	
UNIQUE SERVICES			
400-58310-000 IT/LICENSES/CONTRACTED SERVICE	IT/LICENSES/CONTRACTED SE	50.00	1123
Total UNIQUE SERVICES:		50.00	
WALWORTH COUNTY SECURITY ALARMS			
400-58310-000 IT/LICENSES/CONTRACTED SERVICE	IT/LICENSES/CONTRACTED SE	324.00	1123
Total WALWORTH COUNTY SECURITY ALARMS:		324.00	
Total 1123:		2,272.00	
Grand Totals:		2,272.00	

GL Account and Title	Description	Amount	GL Period
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Village Board Approval Date: _____



Planning Request Application Village of Williams Bay

250 Williams Street • PO Box 580 • Williams Bay, WI 53191
Phone: 262-245-2700 • Fax: 262-245-2705

Request:

Please check all that apply.

- ☐ **Site Plan** [§18.1206] - \$200.00 plus \$.04/sf floor area
- ☐ **Conditional Use Permit (CUP)** [§18.1207] - \$500.00
- ☐ **Certificate of Compliance** [§18.1211] - \$200.00
- ☒ **Temporary Use Permit** [§18.1208] - \$200.00
- ☐ **Preliminary Plat** - \$200.00 plus \$20.00 per lot
- ☐ **Certified Survey Map (CSM)** - \$200.00 plus \$20.00 per lot
- ☐ **Final Plat** - \$100.00 plus \$10.00 per lot
- ☐ **Planned Development Overlay (PDO)** [§18.0709] - \$500.00
- ☐ **Planned Development Amendment** - \$500.00
- ☐ **Zoning Text or Map Amendment** [§18.1204] - \$500.00
- ☐ **Project Concept Review** - \$200.00
- ☐ **Land Use Plan Amendment** - \$500.00
- ☐ **Interpretation** [§18.1216] - \$200.00
- ☐ **Appeal** [§18.1217] - \$500.00
- ☐ **Other:** _____ Fee: _____

Date application was received:

Fee Paid:

200.00

Physical Address of Site:

Williams Bay Beach - East Geneva St;
Dip in the Bay - 105 N Walworth Ave, Williams Bay, WI 53191

Tax Parcel Number:

Beach - WWWP00088; Dip in the Bay - WOP0008

Project or Development Name: N/A

Applicant

Name: Mike Condron and John Dwyer dba Dip in the Bay
Mailing Address: 105 N Walworth Ave
Williams Bay, WI 53191
eMail: Dubin@Dubindogs.com
Phone: 847-815-8086 (Mike's cell); 262-949-7550 (John's cell)

Owner of Site

Name: Beach - Village of Williams Bay; Dip in the Bay - Mike Condron
Mailing Address: Beach - 250 Williams St. Williams Bay, WI 53191
Dip in the Bay - 105 N Walworth Ave, Williams Bay, WI 53191
eMail: Dubin@Dubindogs.com
Phone: 847-815-8086 (Mike's cell); 262-949-7550 (John's cell)

Legal Representative

Name: N/A
Mailing Address: _____
eMail: _____
Phone: _____

Architect, Engineer, Contractor

Name: N/A
Mailing Address: _____

Application for Village of Williams Bay

eMail: _____
Phone: _____

Legal Description of Site (Attach separate sheet if additional space is needed):

Beach - Outside Beach House entrance on lawn.

Dip in the Bay - parking lot to the South of Dip in the Bay Ice Cream Shop, owned by Dip in the Bay.

Please answer all applicable. Missing or incomplete information may deem this application "incomplete,"
delaying or prohibiting a review.

Beach - P&R;

Current Zoning of Site: Dip in the Bay - VC **Current Overlay Districts of Site:** N/A

Proposed Zoning of Site: N/A

Proposed type of structure or use: N/A

Proposed use of structure or site: N/A

**Statement of proposed use of property, with pertinent facts regarding the size of area involved, extent
of development, type of operation, etc.** (Attach separate sheet if additional space is needed):

N/A

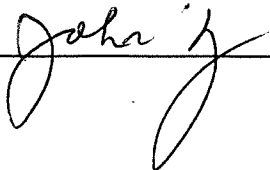
**Statement showing compatibility of proposed zoning district and/or proposed use to the Village
Comprehensive Plan:** (Attach separate sheet if additional space is needed)

N/A

**Statement showing compatibility of proposed zoning district and/or proposed use with adjacent
properties and neighborhoods** (Attach separate sheet if additional space is needed):

N/A

Print Applicant's Name: John Dwyer

Signature of Applicant:  **Date:** 9/13/2023

DIP IN THE BAY, LLC

105 Walworth Avenue

PO Box 254

Williams Bay WI 53191

262-607-3032

Dip in the Bay, in conjunction with **Dubin Dogs** Mobile Food Cart is seeking to re-new our temporary use permit to allow us to continue to serve our delicious meals, ice cream, and also souvenirs at the Williams Bay Beach during the 2024 season.

In addition, we are seeking a three-year commitment from the Village of Williams Bay so that Dip in the Bay/Dubin Dogs can continue to be a valued amenity at Williams Bay Beach for an extended period.

After four years of providing our concessions to beachgoers and park visitors, we feel as though we have become a 'staple' at the beach. Our customers are always extremely happy and relieved to see us at the beginning of beach season. And at the end of beach season, they tell us how hopeful they are that we will be back the next year. And we certainly feel the same way about our customers.

We feel that by having a three-year extension, the Village of Williams Bay, Dip in the Bay/Dubin Dogs and our customers will have the assurance that we will be reunited in the Spring for, at least, a few years to come.

And we can continue to provide the Village with a steady stream of revenue from our sales, which have been trending upward over the years, partially because we have an ever-growing number of loyal return customers.

We are proud to serve top quality products at very affordable prices. Many of our customers express their gratitude that we are there to help make their time at the beach or their stroll in the park a much more enjoyable experience. We hear from so many people that we are a beloved fixture in the Williams Bay community, and they would love to have us back every year.

Dip in the Bay...which has been in Williams Bay since 2012, delivering fresh, hand dipped ice cream to residents and guests alike...and **Dubin Dogs** are hopeful that we can be back in 2024, and beyond, to serve our delicious Hot Dogs, Brats and Ice Cream at the Williams Bay Beach.

Our location in front of the Beach House has worked out very well the past four years. It was a convenient spot for the beachgoers and did not hinder anyone from entering or exiting. We are hoping to return to that spot, if feasible. We will, again, be sure to not operate at times that would interfere with any municipally sanctioned events that may be happening near the lakefront. We are eager to continue to partner with the Village to offer this amenity while responsibly expanding our brands.

In addition to the beachfront, we ask that the permit also include the Dip in the Bay location at 105 Walworth Avenue (our parking lot), so that we can operate the cart near our shop for various events.

Thank you for your consideration.



VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Plan Commission Meeting November 14, 2023

November 7, 2023

APPLICANT: Mike Condron and John Dwyer dba Dip in the Bay

TAX KEY: WOP 00008 and WWUP 00088

STREET ADDRESS: 105 N. Walworth Street and Lakefront Area, Village of Williams Bay

The applicant is requesting approval of a Temporary Use Permit per Section 390.0208, *Temporary Use Permit* and Section 390.0316B *Temporary Outdoor Sales* for a food, souvenir, and sundries vending cart.

Two possible locations are proposed including the Williams Bay beachfront and the Dip in the Bay parking lot.

Per Section 390.0208A(1), Temporary uses are those uses that have the potential to create undesirable impacts on nearby properties if allowed to develop simply under the general requirements of this Chapter. In addition to such potential, temporary uses also have the potential to create undesirable impacts on nearby properties that potentially cannot be determined except on a case-by-case basis. In order to prevent this from occurring, all temporary uses are required to meet certain procedural requirements applicable only to temporary uses, in addition to the general requirements of this Chapter and the requirements of the zoning district in which the subject property is located.

Per Section 390.0208E(1), The Plan Commission, in its consideration of the submitted application, may make findings on each of the following criteria to determine whether the Temporary Use Permit shall be approved, approved with modification, or denied:

- a) All standards of this Chapter and other applicable Village, state, and federal regulations are met.
- b) The public health and safety is not endangered.
- c) Adequate public facilities, utilities, and open space areas are provided.
- d) Adequate control of stormwater and erosion are provided and the disruption of existing topography, drainage patterns, and vegetative cover is maintained insofar as is practical.
- e) Appropriate traffic control and parking are provided.
- f) Applicable performance standards, per Section 18.0800, are met.

Respectfully submitted,

Bonnie Schaeffer
Zoning Administrator

November 7, 2023

Ms. Bonnie Schaeffer, Zoning Administrator
Village of Williams Bay
250 Williams Street
Williams Bay, WI 53191

Subject: Williams Bay – Women’s Leadership Center Site Plan Approval Recommendation

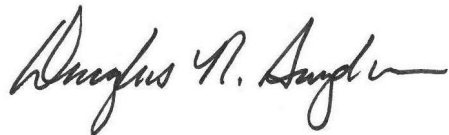
Dear Ms. Schaeffer:

Enclosed is an Engineer’s Report for the Women’s Leadership Center dated November 3, 2023, that was reviewed with the Village Committees on November 6, 2023. We recommend the Village approve the site plan in the November 6, 2023, Engineer’s Report contingent on the 10 items listed on Page 3 of 3 of the report being included in the developer’s agreement. The appropriate committees recommended approval to the Village Board for the said 10 items. Please note that we are still waiting for the site plan that meets the said 10 items.

Please call if you have any questions.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Douglas R. Snyder, PE

DRS/drs
C/encs.: David Lothspeich, Village Administrator

P:\WLMSV\222626-Womens Leadership Ce\Contingent Approval Recommendation.docx

VILLAGE OF WILLIAMS BAY
Women's Leadership Center
Engineer's Report to Committee
November 3, 2023

Status of Review

The planning commission tabled both the conditional use and the final site plan approval request of the Women's Leadership Center (WLC) until the engineering and legal issues were resolved. This was following a presentation by the WLC professionals. The engineering issues relate to the final site plan; we are seeking input from committees because the issues may impact future Village budgets and public facilities around the WLC development. The most recent site plan submittal was received on November 1, 2023; we are still reviewing it.

Items Needing Committee Input

Water Main: See reference 1 and 2 on the attached site plan. There is an existing 6-inch water main and easement traversing the property within the footprint of the proposed building and parking lots. The plan is to abandon the water main and vacate the water main easement and allow a new 8-inch water main within a 20-foot-wide easement as a replacement. The new route would follow the private roadways and make a connection to the right of way of Constance Boulevard. We would recommend approval of this portion of the site plan and need committee concurrence.

Sanitary Sewer Paralleling the Lakefront: See Reference 3 on the attached site plan. There is an existing 10-inch gravity sanitary sewer that extends from Lift Station 5 in Conference Point that is within a 10-foot easement. This sewer was televised shortly after the WLC project began; the televising found significant grease, debris, and clear water inflow. This downstream sewer needs cleaning and repair to provide adequate service to WLC and George Williams. WLC has refused to participate in the funding of this repair, even though they are a new connection to the sewer. They appear willing to vacate the existing 10-foot-wide sanitary sewer and provide a 20-foot-wide replacement easement. We recommend approval of this portion of the plan if the Village commits to the sewer cleaning and repair prior to occupancy. We need input from committees on how to proceed with this issue.

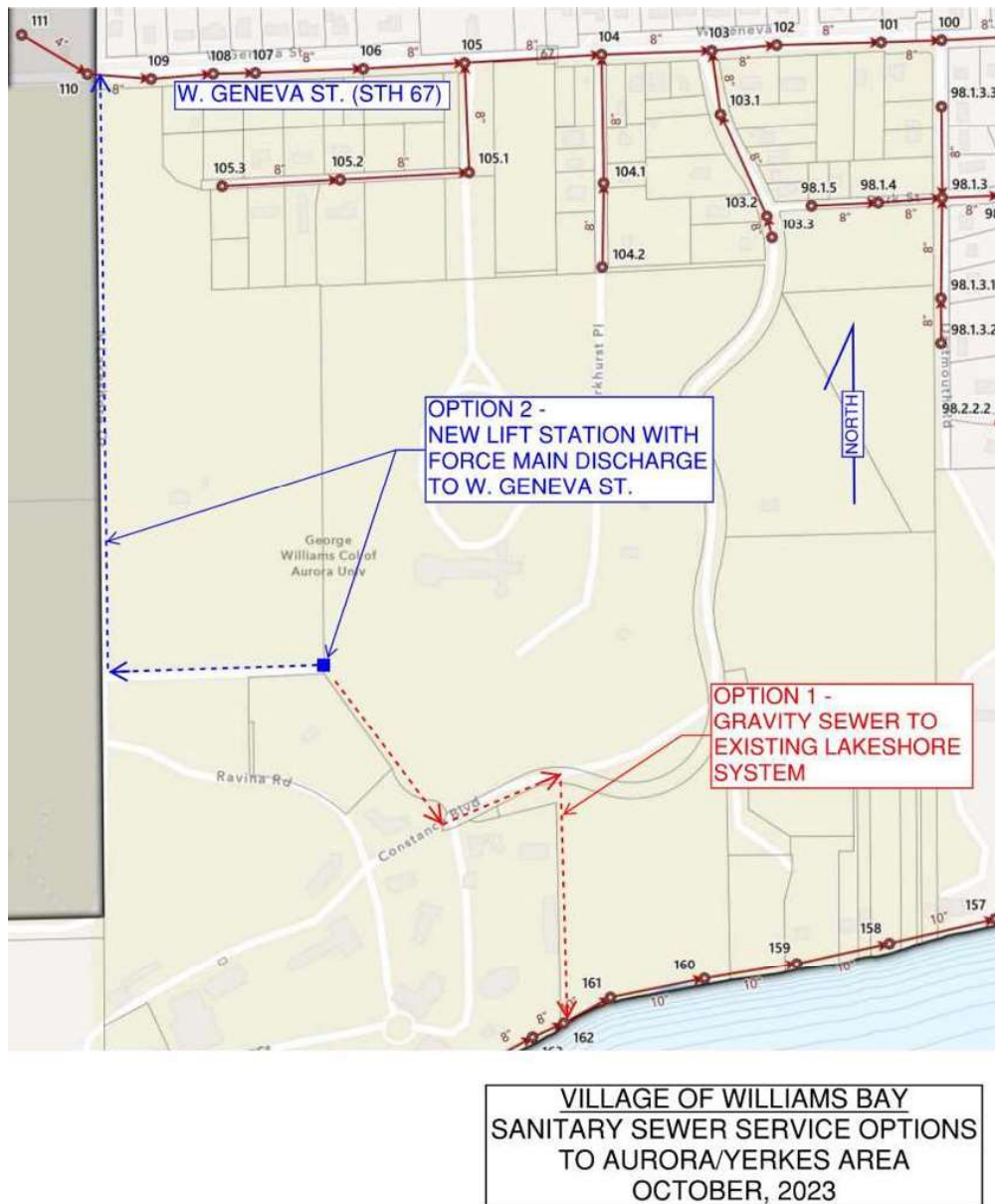
Existing Drainage and Future Reconstruction of Constance Boulevard: See Reference 4 and 5 on the attached site plan.

- Regarding Reference 4: WLC is proposing to locate a dock and boardwalk in an existing drainage ravine that drains Constance Boulevard and areas upstream. We are requiring that they provide the proper hydraulic calculations to show the 100-year flood boundary on their property with the proposed structures and the existing trees. We recommend a storm sewer easement that includes this 100-year flood boundary. This will allow the Village to reconstruct Constance Boulevard without claims and prevent future owners from adding more structures to the flood boundary. WLC is resisting this; we need input from committees on how to proceed with this issue.
- Regarding Reference 5: WLC shows sidewalk throughout the entire property for pedestrian travel, is proposing to connect this sidewalk to the travel lane on Constance Boulevard (potential safety issue) and is refusing to either dedicate a minimum 10-foot easement or right of way for future pedestrian travel along Constance Boulevard at the time that the Village decides to reconstruct Constance Boulevard. They claim this is a taking of their property, but they are

**VILLAGE OF WILLIAMS BAY
Women's Leadership Center
Engineer's Report to Committee
November 3, 2023**

providing an easement to WE Energies for a gas main at this same location. There are also existing fiber optic cables at this location. Unless WLC is willing to dedicate the area, the Village will likely need to purchase it as part of the roadway reconstruction to correct a potential safety issue and to improve drainage on Constance Boulevard. We need input from committee on how to proceed with this issue.

Sanitary Sewer Easement – West Property Line: See Reference 6 on the attached site plan and the snip below.

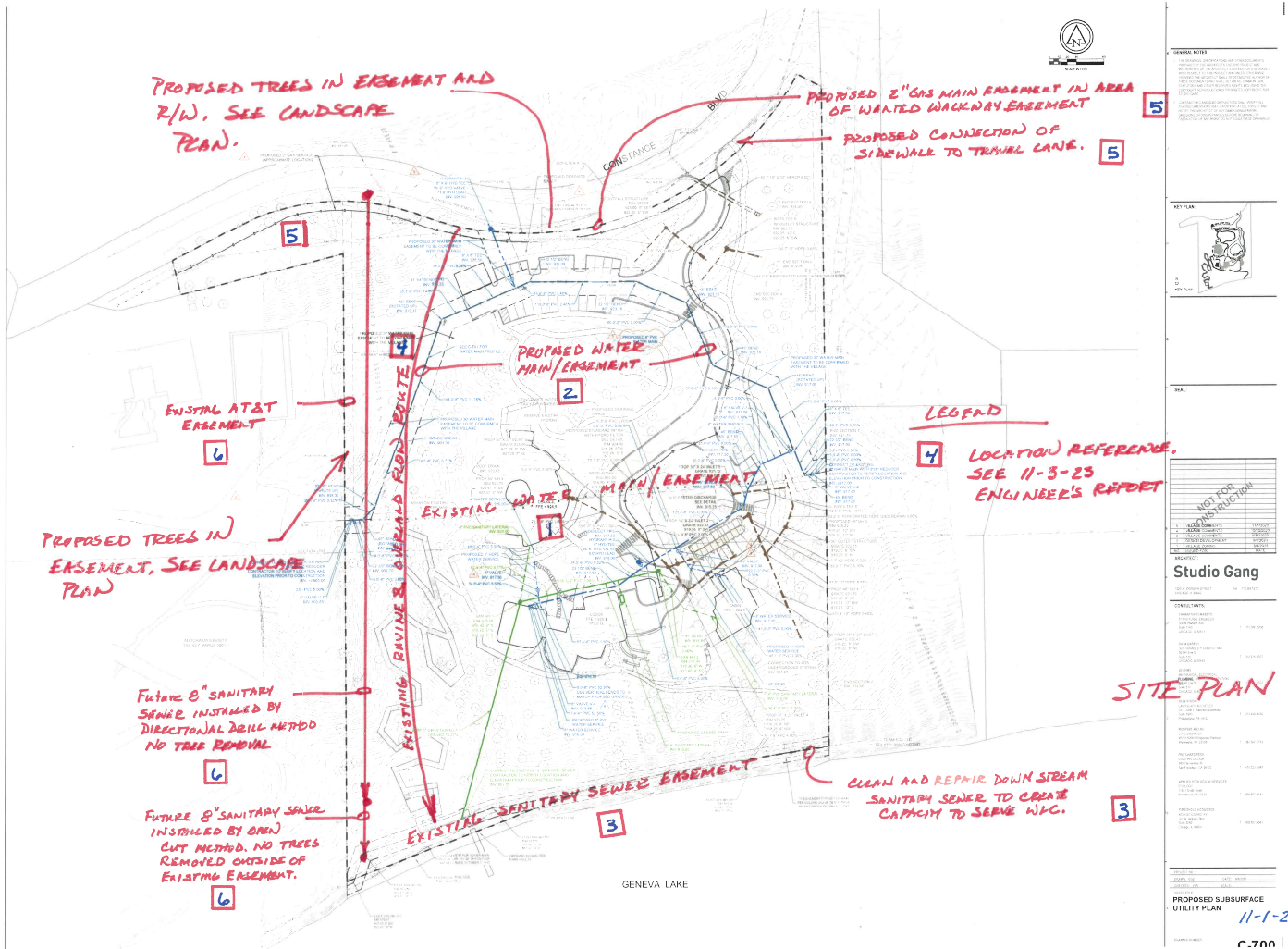


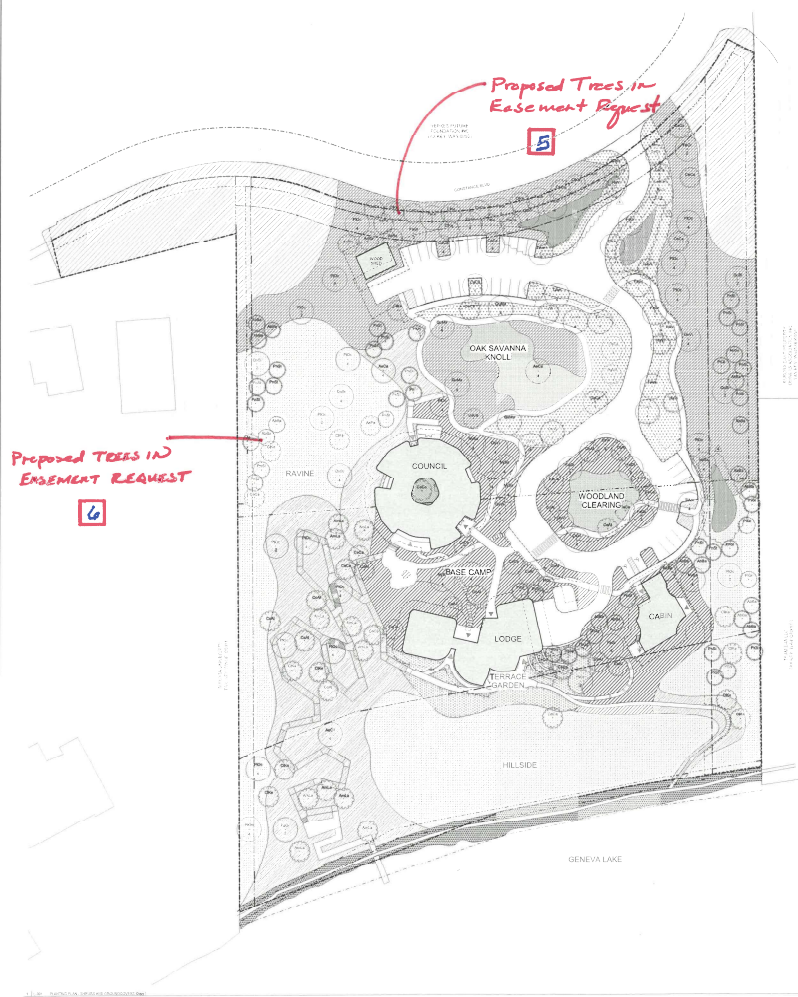
**VILLAGE OF WILLIAMS BAY
Women's Leadership Center
Engineer's Report to Committee
November 3, 2023**

- This proposed 20-ft minimum exclusive easement for sanitary sewer near the west property line may prevent the Village from spending an additional \$2 million for a sewage lift station and force main connection to W. Geneva Street to provide sanitary sewer service to the areas north and west of this property.
- The Village can vacate this requested easement in the future if they decide to leave this area unsewered or find alternate means of providing sanitary sewer service to the area upstream.
- It is unlikely that the requested easement can be obtained by eminent domain in the future since there is another option available.

Items for Future Developer Agreement (Need Committee Guidance)

1. Vacate the existing water main easement, as proposed on site plan.
2. Provide exclusive water main easement as proposed on site plan.
3. Vacate the existing sanitary sewer easement on lakeshore, as proposed on site plan.
4. Provide 20-ft minimum exclusive easement for lakeshore sanitary sewer, as proposed on site plan.
5. Provide drainage easement over land including 100-year flood boundary, as determined by the Village Engineer. Developer agrees to provide an as-built survey of the new structures and existing trees placed in the drainage easement.
6. Provide easement or right-of-way on the south side of Constance Blvd. for separated pedestrian path and drainage. This is the same area as the existing fiber optic and same area proposed for the WE Energies gas main and easement. As an alternate, make provision for the Village to purchase it for a nominal sum without eminent domain at the time of reconstruction of Constance Boulevard.
7. Provide a 20-ft minimum exclusive easement near the west property line for future sanitary sewer to serve the area north and west of Constance Boulevard. The Village will vacate this easement if an alternate route is provided for sewer service in the future. As an alternate, make provision for the Village to purchase it for a nominal amount in the future without eminent domain.
8. Village committing to the downstream sewer repairs and cleaning on the lakeshore prior to occupancy.
9. Village agrees to provide owner approval letter needed for WDNR approval of the water main.
10. Village Engineer to observe public construction and update Village GIS and records at Developer cost. Developer to provide breakdown of water main costs suitable for submission to the Public Service Commission of Wisconsin.



LANDSCAPE POINTS[illegible]

TREE.SCHEDULE

TREE SCHEDULE - CONIFERS					
Plant Code	Plant Scientific Name	Plant Common Name	Quantity	Installed Size	Comments
0010	AMBI Japonica	Japanese Cedar	10	10	
0012	Picea glauca	Blue Spruce	10	10	
0013	Pinus strobus	Eastern White Pine	10	10	
0014	Thuja occidentalis	Eastern Arborvitae	10	10	

[illegible]

TREE SCHEDULE - CANOPY				
Tree Code	Tree Species Name	Tree Location Name	Canopy	Canopy Size
001	Acacia (Acacia sp.)	1st Street, 1st Street	1	1
002	Acacia (Acacia sp.)	2nd Street, 2nd Street	1	1
003	Acacia (Acacia sp.)	3rd Street, 3rd Street	1	1
004	Acacia (Acacia sp.)	4th Street, 4th Street	1	1
005	Acacia (Acacia sp.)	5th Street, 5th Street	1	1
006	Acacia (Acacia sp.)	6th Street, 6th Street	1	1
007	Acacia (Acacia sp.)	7th Street, 7th Street	1	1
008	Acacia (Acacia sp.)	8th Street, 8th Street	1	1
009	Acacia (Acacia sp.)	9th Street, 9th Street	1	1
010	Acacia (Acacia sp.)	10th Street, 10th Street	1	1

PLANT SCHEDULE

[illegible]

LEGEND

[illegible]

NOTES

NOTES FOR PLANTING

LEGEND

LOCATION
REFERENCE
SEE 11-3-23
ENGINEER REPORT

PROPOSED LANDSCAPE PLAN

LEADERSHIP
CENTER

© 2000 Blackwell Science Ltd

5. THE CHAIRMAN, DISCUSSION LEADER AND FACILITATOR MUST PREPARED BY THE AUDIENCE TO GO TO THE FACILITY AND INTERVIEWERS OF THE APPLICANTS' RECORDS. FOR THIS REASON, WE REQUEST THAT THE FACILITY AND INTERVIEWERS PROVIDE THE AUDIENCE WITH A SUMMARY OF THE RECORDS THEY OCCURRED AND THAT A SUMMARY OF THE RECORDS AND A SUMMARY OF THE RECORDS, AND THAT THE CHAIRMAN, DISCUSSION LEADER, FACILITATOR, AND INTERVIEWERS PROVIDE THE AUDIENCE WITH A SUMMARY OF THE RECORDS.



NOT FOR CONSTRUCTION

ARCHITECT: Studio Gang

1520 W. SHAWAN STREET TEL: 773-541-1234
CHICAGO, IL 60640

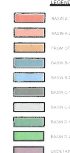
CONSULTANTS:

[illegible]

PROJECT NO. : 00491	
DRAWN BY: A.J. SS	DATE: 05/09/01
CHECKED BY: SS	SCALE: 1" = 30'-0"
WEST FACE	
PLANTING PLAN - TREE AND GROUNDCOVERS	

1984-1985

1-901



GENERAL NOTES

1. THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION.
2. THE DESIGN IS BASED ON THE ASSUMPTIONS AND DATA PROVIDED BY THE CLIENT.
3. THE DESIGN IS SUBJECT TO CHANGE WITHOUT NOTICE.
4. THE DESIGN IS NOT A GUARANTEE OF PERFORMANCE.
5. THE DESIGN IS NOT A GUARANTEE OF ACCURACY.
6. THE DESIGN IS NOT A GUARANTEE OF COMPLETION.
7. THE DESIGN IS NOT A GUARANTEE OF COST.
8. THE DESIGN IS NOT A GUARANTEE OF TIME.
9. THE DESIGN IS NOT A GUARANTEE OF RISK.
10. THE DESIGN IS NOT A GUARANTEE OF LIABILITY.



SCALE



STUDIO GANG

CONSULTANTS	DATE	REVISION
STUDIO GANG	10/10/2020	1
STUDIO GANG	10/10/2020	2
STUDIO GANG	10/10/2020	3
STUDIO GANG	10/10/2020	4
STUDIO GANG	10/10/2020	5
STUDIO GANG	10/10/2020	6
STUDIO GANG	10/10/2020	7
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STUDIO GANG	10/10/2020	10
STUDIO GANG	10/10/2020	11
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STUDIO GANG	10/10/2020	49
STUDIO GANG	10/10/2020	50

GRADING & EROSION CONTROL PLAN

C-500

Memo

To: Plan Commission – Village of Williams Bay
From: Attorney Mark A. Schroeder
Date: November 6, 2023
Re: Constance Woods LLC Development Proposal

CONDITIONAL USE PERMIT

Constance Woods, LLC has filed an application seeking a Conditional Use Permit (CUP) to construct three principal structures on their property, which is zoned P & I Public and Institutional District. See Section 390-0223. The proposed use falls within the category of indoor institutional, but because the proposed facilities are over 20,000 gross square feet, this constitutes a conditional use. See Section 390-0308. As such, review and approval of the proposed use is governed by the provisions of Section 390-1207 and Wis. Stat. Sec. 62.23 (7) (de).

In the first step in the review process, the zoning administrator has filed a report providing her opinion as to whether the CUP application meets the criteria of Section 390-1207E., with or without conditions. The second step involved the holding of the public hearing on the application. The plan commission is now charged with determining whether, in its opinion, the CUP application meets the criteria of Section 390-1207E., with or without conditions. If the plan commission believes conditions are required, they must be related to the purpose of the ordinance. They must also be based upon facts and information pertaining to the requirements that an applicant must meet to obtain a conditional use permit and they must be reasonable. Wis. Stat. Sec. 62.27 (7) (de).

While the site plan for the development is addressed separately in Section 390-1206, it is required by Section 390-1207D. to be submitted as a part of the CUP application. As a result, if in its review of the site plan, the plan commission believes any site plan issues require resolution by the village board before final approval of the CUP application, the plan commission may choose to note that in its recommendation.

In addition, if, because of the impact which the proposed use has on the subject parcel or the nearby parcels, the plan commission determines that conditions not related to the site plan should be imposed, it should state the facts and information it is relying upon in making that determination, as part of its recommendation to the village board.

SITE PLAN

As noted above, related to but separate from the CUP application is the proposed site plan for the development. Among the information to be provided is information to allow for adequate understanding by the plan commission of the intended use and its relation to nearby properties. This also requires a detailed site analysis including natural areas such as woodlands, drainage ways and steep slopes. Also, to be included are all existing and proposed easement lines.

This is significant because the proposed "Council" building is shown on the site plan as being located in the same location as the existing village water main. As a result, pursuant to Section 390-1206E. (7), the plan commission will need to determine whether, based upon the information provided, it would be appropriate to recommend approval of the site plan as proposed conditioned on the village board agreeing to a relocation of the water main. Alternatively, the plan commission could recommend that a different location of the Council building be required. Also, pursuant to the ordinance, the plan commission will need to determine whether the site plan adequately addresses the criteria set forth in subpart (7) including whether it satisfactorily addresses public facilities, utilities, control of storm water and the possible destruction of drainage patterns with or without conditions. The recommendation on the site plan then goes to the village board for its final review and approval.



VILLAGE OF WILLIAMS BAY

Office of Zoning Administrator

Evaluation Report Plan Commission Meeting October 10, 2023

October 4, 2023

APPLICANT: Constance Woods, LLC (Owner)

TAX KEY: WA499800001

STREET ADDRESS: 327 W. Constance Blvd, Village of Williams Bay

Applicant is requesting a conditional use permit per zoning code section 390-0223.C (5) *P & I Public and Institutional District – Indoor Institutional – Intensive* and Section 390-0821 *Group Development and Large Development Standards* to construct a Women’s Leadership Center consisting of three structures with a total combined conditioned space of 24,894 square feet and a small storage accessory structure.

Staff Comments:

Indoor institutional - intensive. Indoor public and not-for-profit community facilities that are over 20,000 gross square feet, including gyms, public or commercial swimming pools, libraries, museums, community centers, schools, churches, nonprofit clubs, nonprofit fraternal organizations, and all arenas, convention centers, hospitals, jails, prisons, and similar uses of a size and character that typically serve the needs of the whole community and region. Indoor institutional - intensive land uses shall adhere to the following standards:

- (1) An off-street passenger loading area shall be provided if the majority of the users will be children (as in the case of a school, church, library, or similar land use).**
- (2) All structures shall be located a minimum of 50 feet from any residentially zoned property.**
- (3) Minimum required off-street parking: generally, one space per three expected patrons at maximum capacity.**

GROUP DEVELOPMENT

Any development located on one lot and comprised of any single instance or any combination of the following development types:

- (1) One or more principal multifamily residential buildings with a total of five or more residential units on the same lot.**
- (2) Two or more principal structures on the same lot, whether currently serving a single use or more than one use.**
- (3) A mixed-use structure containing both nonresidential uses and residential uses.**
- (4) A single principal structure housing two or more leased or owned tenant spaces.**
- (5) Any addition of principal buildings that increases the total number of principal structures on the same lot to two or more.**

LARGE DEVELOPMENT

Any institutional, business, or mixed residential and nonresidential development containing any single structure or combination of structures on one or more contiguous lots or building sites devoted to land uses on which **the total combined gross floor area of all development exceeds 10,000 square feet**. The calculation of gross floor area shall include indoor and outdoor storage and display areas.

Standards applicable to all group developments and to all large developments. In all cases, the following standards shall be applied to the group development and/or large development as a whole, as well as to individual uses within the group and/or large development:

(1) All development shall comply with the applicable requirements of this chapter, including, but not limited to, density, intensity, bulk, setback, and building separation requirements; building and site design standards; landscaping and green space preservation requirements; access, parking, loading, and unloading requirements; and signage requirements. **Compliant**

(2) Subject to conditional use and design review processes. All group developments and/or large developments shall be subject to the Village of Williams Bay site plan review and approval process. In addition to the application requirements listed in Subsection E(1), the applicant shall demonstrate how the proposed development relates to each of the following criteria: **See Planning Request Narrative**

(a) Is consistent with the recommendations and forwards the objectives of adopted Village planning documents;

(b) Complements the design and layout of nearby buildings and developments; and

(c) Enhances, rather than detracts from, the desired character of the Village.

(3) General layout and future divisibility. All development located within a group development and/or large development shall be located so as to comply with the intent of the Zoning Ordinance regarding setbacks of structures and buildings from lot lines. As such, individual principal and accessory structures and buildings located within group developments and/or large developments shall be situated within building envelopes that are in complete compliance with said intent. Said building envelopes shall be depicted on the site plan required for review of group developments and/or large developments. The use of this approach to designing group developments and/or large developments will facilitate the subdividing of group developments and/or large developments in the future (if such action is so desired). **Included – See Large Development Questionnaire Memo**

(4) Building materials. Exterior building materials shall be of comparable aesthetic quality on all sides. Building materials such as glass, brick, tinted and decorative concrete block, stone, wood, stucco, and exterior insulation and finish systems (EIFS) may be used, as may vinyl on a portion of residential structures, as determined appropriate by the Plan Commission. Decorative architectural metal or decorative tilt-up concrete panels may be approved if incorporated into the overall design of the building. **Compliant**

(5) Overall building design. Building design shall be subject to Plan Commission approval and shall forward the aesthetic objectives of the Village for the community, the neighborhood, and the subject property.

(6) Building entrances. Public building entryways shall be clearly defined and highly visible on the building's exterior design and shall be emphasized by on-site traffic flow patterns.

(a) Two or more of the following design features shall be incorporated into all public building entryways:

Included

[1] Canopies or porticos.

[2] Overhangs.

[3] Projections.

[4] Arcades.

[5] Peaked roof forms.

[6] Arches.

[7] Outdoor patios.

[8] Display windows.

[9] Distinct architectural details.

(b) Where more than one store will be located in a principal building, each such store shall have at least one exterior customer entrance that shall conform to the design standards of this subsection. **Not applicable**

(7) Building color. Building facade colors shall be compatible with the surrounding areas and shall be nonreflective, subtle, neutral, or earth tone, as judged by the Plan Commission. Building trim and architectural accent elements may feature bright colors or black, but such colors shall be muted, not metallic, not fluorescent, and not specific to particular uses or tenants. Standard corporate and trademark colors shall be allowed only on signage, subject to the limitations in § 390-0802 of this chapter. **Compliant**

(8) Screening.

(a) All ground-mounted and wall-mounted mechanical equipment, refuse containers, and any permitted outdoor storage shall be fully concealed from on-site and off-site ground level views, with materials identical to those used on the building exterior. **Compliant**

(b) All rooftop mechanical equipment shall be screened by parapets, upper stories, or other areas of exterior walls. The lowest point on the top of such screening elements shall be at least as high as the highest point on any mechanical equipment. Fences or similar rooftop screening devices may not be used to meet this requirement. **Compliant**

[Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II)]

(c) Loading docks shall be completely screened from surrounding roads and properties. Said screening may be accomplished through loading areas internal to buildings, screen walls that match the building exterior in materials and design, fully opaque landscaping at time of planting, or combinations of the above. **Compliant**

(d) Gates and fencing may be used for security and access, but not for screening, and they shall be of high aesthetic quality. Decorative metal picket fencing and screening is acceptable. Chain-link, wire mesh, or wood fencing is unacceptable. Decorative, heavy-duty wood gates may be used. **Not applicable**

(9) Roadway connections.

(a) All nonresidential projects shall have direct access to an arterial street, or to a collector level street deemed appropriate by the Plan Commission. **Compliant**

(b) Vehicle access shall be designed to accommodate peak on-site traffic volumes without disrupting traffic on public streets or impairing pedestrian safety. This shall be accomplished through adequate parking lot design and capacity; access drive entry throat length, width, design, location, and number; and traffic control devices; and sidewalks. **Compliant**

(c) The site design shall provide direct connections to adjacent land uses if required by the Village. **Not applicable**

(10) Parking.

(a) Parking lot designs in which the number of spaces exceeds the minimum number of parking spaces required in Article 2 of this chapter by 50% shall be allowed only with specific and reasonable justification. **Not applicable**

(b) Parking lot design shall employ interior, curbed landscaped islands at all parking aisle ends. In addition, the project shall provide landscaped islands within each parking aisle spaced at intervals no greater than one island per every 12 spaces in that aisle. Islands at the ends of aisles shall count toward meeting this requirement. Each required landscaped island shall be a minimum of 360 square feet in landscaped area. **Compliant**

(c) Landscaped and curbed medians, a minimum of 10 feet in width from back of curb to back of curb, shall be used to create distinct parking areas of no more than 120 parking stalls. **Not applicable**

(d) Parking located in the front and/or street side yard shall be limited to no more than one doubled-loaded row of parking and an area for passenger dropoff and pickup unless the applicant can demonstrate to the Plan Commission's satisfaction that such parking arrangement is not practical given site limitations. **Compliant**

(11) Bicycle and pedestrian facilities.

(a) The entire development shall provide for safe pedestrian and bicycle access to all uses within the development, connections to existing and planned public pedestrian and bicycle facilities, and connections to adjacent properties. **Compliant for pedestrian access**

(b) Pedestrian walkways shall be provided from all building entrances to existing or planned public sidewalks or pedestrian/bike facilities. The minimum width for sidewalks adjacent to buildings shall be 10 feet; and the minimum width for sidewalks elsewhere in the development shall be five feet.

Compliant

(c) Sidewalks other than street sidewalks or building aprons shall have adjoining landscaping along at least 50% of their length. Such landscape shall be consistent with the landscaping used for the street frontages. **Compliant**

(d) Crosswalks shall be distinguished from driving surfaces to enhance pedestrian safety by using different pavement materials, pavement color, pavement textures, and signage. **Compliant**

(e) The development shall provide secure, integrated bicycle parking at a rate of one bicycle rack space for every 50 vehicle parking spaces. **Applicant has agreed to provide bicycle parking**

(f) The development shall provide exterior pedestrian furniture in appropriate locations at a minimum rate of one seat for every 10,000 square feet of gross floor area. Seating in food service areas or other areas where food or merchandise purchasing activities occur shall not count toward this requirement. A minimum of four seats shall be located within the store, with a clear view through exit doors to a passenger pickup or dropoff area. **Not applicable**

(12) Central areas and features. Each development exceeding 20,000 square feet in total gross floor area shall provide central area(s) or feature(s) such as a patio/seating area, pedestrian plaza with benches, outdoor playground area, water feature, and/or other such deliberately designated areas or focal points that adequately enhance the development or community. All such areas shall be openly accessible to the public, connected to the public and private sidewalk system, designed with materials compatible with the building and remainder of the site, and shall be maintained over the life of the building project.

Compliant

(13) Cart returns. For indoor sales and service land uses, a minimum of one 200-square-foot cart return area shall be provided for every 100 parking spaces. Cart corrals shall be of durable, nonrusting, all-season construction, and shall be designed and colored to be compatible with the building and parking lot light standards. There shall be no exterior cart return or cart storage areas located within 25 feet of the building. Any long-term cart storage shall be located indoors. **Not applicable**

(14) Outdoor display areas. Exterior display areas shall be permitted only where clearly depicted on the approved site plan. All exterior display areas shall be separated from motor vehicle routes by a physical barrier visible to drivers and pedestrians, and by a minimum of 10 feet. Display areas on building aprons must maintain a minimum walkway width of 10 feet between the display items and any vehicle drives.

Not applicable

(15) Outdoor storage uses and areas. Exterior storage structures or uses, including the parking or storage of vehicles, trailers, equipment, containers, crates, pallets, merchandise, materials, fork lifts, trash, recyclables, and all other items, shall be permitted only where clearly depicted and labeled on the approved site plan.

(16) Landscaping. On-site landscaping shall be provided at time of building occupancy and maintained per the Village's landscaping requirements (see Article 9). In addition to the requirements of Article 9, a minimum ten-foot wide landscaped area shall be located along the building foundation for all facades

facing a public street, except where breaks in such landscaping are required to provide customer, employee, or emergency access to the building. **See memo dated 09-27-2023**

(17) Lighting. On-site exterior lighting shall meet the standards in § 390-0807. **See Photometric Plan**

(18) Signage. The plan for exterior signage shall provide for modest, coordinated, and complementary exterior sign locations, configurations, and color throughout the development, including outlots. All freestanding signage within the development shall complement on-building signage. Monument-style ground signs are required, and shall not exceed a height of eight feet. Consolidated signs for multiple users may be required instead of multiple individual signs. The Village may require the use of muted corporate colors on signage if proposed colors are not compatible with the Village's design objectives for the area. The use of logos, slogans, symbols, patterns, striping and other markings, and colors associated with a franchise or chain is permitted, but shall be considered as contributing to the number and area of permitted signs. **Entry sign location is noted on the site plan, but no details provided**

(19) Noise. Noise associated with activities at the site shall not create a nuisance to nearby properties.

(20) Natural resources protection. Existing natural features shall be integrated into the site design as a site and community amenity. Maintenance of any stormwater detention or conveyance features is solely borne by the developer/owner unless dedicated to and accepted by the Village.

G. Additional rules applicable to all large developments.

(1) A large development questionnaire shall be completed and provided along with the conditional use permit application in the format included in Figure 390-0821B at the end of this section. **Included**

(2) Compatibility report. The applicant shall provide, through a written compatibility report submitted with the petition for a conditional use permit, adequate evidence that the proposed building and overall development project shall be compatible with the Village's Comprehensive Plan and any detailed neighborhood or special area plan for the area. The compatibility report shall specifically address the following items:

(a) A description of how the proposed development is compatible with adopted Village Plans, including the Comprehensive Plan, any detailed neighborhood or special area plans, and other plans officially adopted by the Village. **Included**

(b) Traffic Impact Analysis. The Village may require that a traffic impact analysis be completed in accordance with the most current revision of the Traffic Impact Analysis Guidelines published by the Wisconsin Department of Transportation. Such Traffic Impact Analysis shall require the following components: **Not required**

[1] A demonstration that vehicle access shall be designed to accommodate peak on-site traffic volumes without disrupting traffic on public streets or impairing pedestrian safety. This shall be accomplished through adequate parking lot design and capacity; access drive entry throat length; design, location, and number of traffic control devices; and sidewalks.

[2] Where the traffic impact analysis indicates that a project may cause off-site public roads, intersections, or interchanges to function below a level of service (LOS) C, the Village may deny the application, require a size reduction in the proposed development, and/or require the developer to construct and/or pay for required off-site improvements to achieve a LOS C for a planning horizon of a minimum of 10 years assuming full build-out of the development.

[3] The Village has the option to require a trip generation study.

(3) Economic and fiscal analysis. The Village may require completion of an economic and fiscal impact analysis containing the following items: **Not requested**

(a) Estimate to what extent the proposed project would reduce the proposed market area's economic base by eliminating existing businesses.

(b) Compare and evaluate the projected costs and benefits to the community resulting from the project, including:

[1] Projected costs arising from increased demand for and required improvements to public services and infrastructure.

- [2] Value of improvements to public services and infrastructure to be provided by the project.
- [3] Projected tax revenues to the Village to be generated by the project in the first five years of business.
- [4] Projected impact of the project in the first five years on land values (both residential and nonresidential) and potential loss or increase in tax revenues to the Village of Williams Bay.
- (4) Building placement and site layout. Where buildings are proposed to be distant from a public street, as determined by the Plan Commission, the overall development design shall include smaller buildings on pads or outlots closer to the street. Placement and orientation must facilitate appropriate land use transitions and appropriate traffic flow to adjoining roads and neighboring commercial areas and neighborhoods, and must forward community character objectives as described in the Village's Comprehensive Plan. **Not applicable**
- (5) For a development exceeding 80,000 square feet in total gross floor area of all combined buildings within the development, the Village may require that a detailed neighborhood plan be submitted and approved by the Plan Commission and Village Board. The detailed neighborhood plan shall be prepared for all areas within 1,500 feet of the subject property, as measured from the outer perimeter of the subject property or group of properties proposed for development, and any other nearby lands as determined by the Plan Commission to be part of the defined neighborhood. The detailed neighborhood plan shall contain the following specific elements at a scale of not less than one inch equals 400 feet: **Not applicable**
- (a) Land use with specific zoning districts and/or land uses.
 - (b) Transitional treatments such as berms and/or landscaping between areas with differing land uses or character.
 - (c) Complete transportation network, including pedestrian and bicycle facilities and transit routes and stops, where applicable.
 - (d) Conceptual stormwater management facilities.
 - (e) Proposed public facility sites, including parks, schools, conservation areas, public safety facilities and public utility facilities.
 - (f) Proposed community character themes, including building materials, landscaping, streetscaping, and signage.
 - (g) Demonstrate that the proposed detailed neighborhood plan is in harmony with the land use, multi-modal transportation, utility, stormwater management, and community character provisions of the Village's Comprehensive Plan.
- (6) Overall building design. The building exterior shall complement other buildings in the vicinity, and shall be of a design determined appropriate by the Plan Commission: **See memo dated 09-13-2023**
- (a) The building shall employ varying setbacks, heights, roof treatments, doorways, window openings, and other structural or decorative elements to reduce apparent size and scale of the building.
 - (b) A minimum of 20% of the structure's facades that are visible from a public street shall employ actual protrusions or recesses with a depth of at least six feet. No uninterrupted facade shall extend more than 100 feet.
 - (c) A minimum of 20% of all of the combined linear roof eave or parapet lines of the structure shall employ differences in height, with such differences being six feet or more as measured eave to eave or parapet to parapet.
 - (d) Roofs with particular slopes may be required by the Village to complement existing buildings or otherwise establish a particular aesthetic objective.
 - (e) Ground-floor facades that face public streets shall have arcades (a series of outdoor spaces located under a roof or overhang and supported by columns or arches), display windows, entry areas, awnings, or other such features along no less than 60% of their horizontal length. The integration of windows into building design is required, and shall be transparent, clear glass (not tinted) between three to eight feet above the walkway along any facades facing a public street. The use of blinds shall be acceptable where there is a desire for opacity.

(f) Building facades shall include a repeating pattern that includes no fewer than three of the following elements: color change; texture change; material modular change; and expression of architectural or structural bay through a change in plane no less than 24 inches in width, such as an offset, reveal, or projecting rib. At least one of these elements shall repeat horizontally. All elements shall repeat at intervals of no more than 30 feet, either horizontally or vertically.

(g) Landscaped berm. For development exceeding 20,000 square feet in total gross floor area, and where the subject property abuts an area zoned or planned for residential or institutional use, a minimum six-foot-high berm shall be provided. The berm shall be planted with a double row of white, green, or blue spruce plantings, or similar species and varieties approved by the Village, spaced 15 feet on center.

(7) Building and parking placement A maximum of 75% of all parking spaces located anywhere on the site shall be located between the primary street frontage right-of-way line and line of equal setback to the most distant front wall of the building. The remainder of parking on the site shall be set back a greater distance from this setback line to the sides and rear of the building. **Included on site plan**

(8) In general, existing natural features shall be integrated into the site design as a site and community amenity. Each development shall intentionally incorporate into site and building design elements that contribute to the long-term environmental sustainability of the development and the Village. Each development shall provide at least 1/2 of the following sustainability features: **See memo dated 09-13-2023**

(a) Reuse an existing, previously developed building and/or site.

(b) Utilize one or more rain gardens or bioswales, as described in the Village of Williams Bay Landscaping Guidelines, to capture and manage stormwater.

(c) Incorporate stormwater management facilities that are designed to appear as natural features that can serve as attractive focal points for the development.

(d) Install native/naturalized landscaping that minimizes requirements for irrigation/watering and provides natural habitat.

(e) Deliberately design/retrofit the primary building with energy efficient systems, such as lighting, refrigeration, and HVAC systems.

(f) Utilize paving and/or roof materials with a solar reflectance index of at least 29 for a minimum of 50% of the combined pavement and roof area on the site.

(g) Recycle a minimum of 75% of the waste generated during building/site construction.

(h) Utilize a minimum of 25% recycled materials for building construction.

(i) Utilize a minimum of 50% regional materials for building construction (extracted, harvested, or recovered, and manufacturing from within 500 miles of the development site).

(j) Purchase a minimum of 50% of the development's energy from renewable sources, such as wind or solar.

(k) Integrate solar, geothermal, wind, or other on-site energy generation into the site and/or building design.

(l) Install a green roof or rooftop garden.

(m) Install systems that allow for the capture and later use of rainwater to water landscaping and for other permitted functions.

(n) Two additional sustainability features not listed above but approved by the Plan Commission to meet the Village's sustainability objectives, not including any feature already required by another section of this chapter.

The applicant is requesting approval of a site plan for development in the P & I Public and Institutional District per Section 390-1206 Site Plan. The Center, which will feature three unique buildings named The Lodge (13,150 SF), The Council (8,104 SF), and The Cabin (3,640 SF), will provide opportunities for various forms of programming including: summits, focused retreats, seminars, and roundtable

discussions. The combined total conditioned space of the Center's buildings is 24,894 square feet. A small maintenance shed, located adjacent to the required on-site parking, is also being planned.

Staff Comments:

- The application is complete and includes all information outlined in Section 390-1206.D. Existing zoning district(s) [and proposed zoning district(s) if different]; **NA**
(b) Future Land Use Map designation(s); **Institutional Campus**
(c) Natural Resources Site Evaluation Worksheet (§ 390-0404); **Included**
(d) Inventory of land uses currently present on the subject property; **None**
(e) Proposed land uses for the subject property (per Article 3); **Included**
(f) Projected number of residents, employees, and daily customers; **Included**
(g) Proposed number of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, and landscape surface ratio; **Included**
(h) Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation; **Included**
(i) Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article 8 including street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials. If no such nuisances will be created (as indicated by complete and continuous compliance with the provisions of Sections 390-0812 through 390-0820), then the statement "The proposed development shall comply with all requirements of section." shall be submitted; **Included**
(j) Proposed exterior building and fencing materials (§§ 390-0802 and 390-0809); **Included**
(k) Possible future expansions and related implications for Subsection D(1)(a) through (j) above;
- **The Village Engineer memo dated November 7, 2023, recommend conditional approval regarding stormwater management and other site plan elements.**
- Per Section 390-1206.E(7): Review and recommendation by the Plan Commission.
 - (a) The Plan Commission, in its consideration of the submitted application, shall take into account the basic intent of this chapter to ensure attractive, efficient, and appropriate development of land in the Village, and to ensure that every reasonable step has been taken to avoid depreciating effects on surrounding property and the natural environment. In its review, the Plan Commission may require such additional measures and/or modifications as it deems necessary to accomplish this objective. If such additional measures and/or modifications are required, the Plan Commission may withhold approval of the site plan until revisions depicting such additional measures and/or modifications are submitted to the satisfaction of the Plan Commission or may approve the application subject to the satisfaction of the Zoning Administrator. Such amended plans and conditions applicable to the proposed use shall be made part of the official record, and development activity on the subject property may not proceed until the revised application has been approved by one of the two above procedures as directed by the Plan Commission.
 - (b) In its review of the application, the Plan Commission may make findings on each of the following criteria to determine whether the site plan shall be approved, approved with modification, or denied:
 1. All standards of this chapter and other applicable Village, state, and federal regulations are met.
 2. The public health and safety are not endangered.
 3. Adequate public facilities, utilities, and open space areas are provided.

4. Adequate control of stormwater and erosion is provided and the disruption of existing topography, drainage patterns, and vegetative cover is minimized insofar as is practical.
5. Appropriate traffic control and parking are provided.
6. Applicable performance standards, per Article 8, are met.

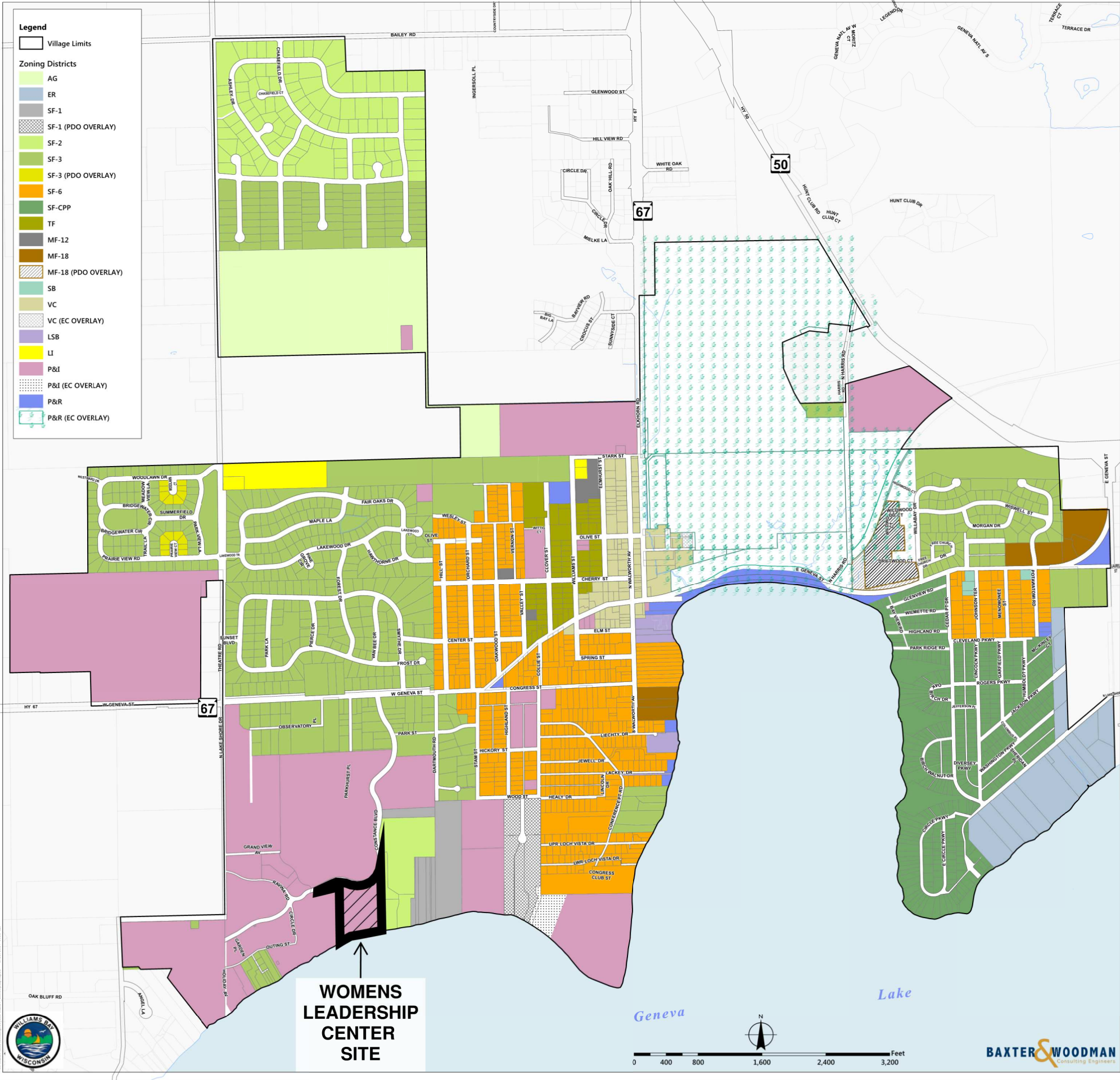
Respectfully submitted,

Bonnie Schaeffer
Zoning Administrator

ZONING MAP

Village of Williams Bay, Wisconsin

Effective Date: May 15, 2017



- | | | |
|---|--|---|
|  | TERRACE GARDEN - HIGH INTENSITY RESTORATION | |
|  | LAWN (KENTUCKY BLUE GRASS) | |
|  | STORMWATER GARDEN - HIGH INTENSITY RESTORATION | J |
|  | COUNCIL COURTYARD | |

1. ALL AREAS NOT COVERED BY BUILDINGS OR DRIVEWAYS SHALL BE MAINTAINED AS EXISTING UNLESS OTHERWISE DISTURBED SHALL BE TOPSOILED TO MATCH EXISTING CONDITIONS.
2. ALL TREES OUTSIDE THE BUILDING AND PAVED AREAS SHALL REMAIN AND BE PROTECTED DURING CONSTRUCTION. TREES SPECIFICALLY DESIGNATED TO BE REMOVED PRIOR TO CONSTRUCTION SHALL BE REMOVED PRIOR TO AN ON-SITE MEETING WITH THE LANDSCAPE ARCHITECT TO REVIEW THE REMOVAL OF TREES. P.L.B.'S, VERTY LOCATIONS OF ALL UTILITIES PRIOR TO CONSTRUCTION.
3. P.L.B. = PLANT BED. MOUNT ALL PLANT BEDS TO A DEPTH OF 2" BEDS SHALL BE SET 1" MIN AWAY FROM EXISTING TREES. TREES SHALL BE PROTECTED, AND FOLLAGE OF ALL PERENNIALS SHALL BE PROTECTED. TREES SHALL BE PROTECTED IN LANDSCAPE QUANTITIES SPECIFIC TO THE PLANTING SCHEDULE. SEE DRAWINGS.
4. ALL MATERIALS SHALL BE REMOVED TO HARD LUMPS OF CLAY STONES OVER 1" IN DIAMETER, AND ALL CONSTRUCTION DEBRIS INCLUDING GRAVEL, ROCKS, AND OTHER MATERIALS THAT WOULD BE HARMFUL, OR PREVENT THE PROPER PLANTING OF TREES AT THE ADVANCE OF LAWN AND PLANTING AREAS.
5. ALL CONSTRUCTION CONFIRMATIONS PRESENTED ESTABLISHED BY THE AMERICAN STANDARD FOR NURBERT STOCK PUBLISHED BY THE AMERICAN SOCIETY OF NURSERIES.
6. 2ND EDITION
7. NO TREES SHALL BE PLANTED BEFORE ACCEPTANCE OF ROUTED DRAWING. TREES SHALL BE PLANTED WITHIN 14 DAYS OF THE DATE OF AS TO ORIGINAL GRADE PRIOR TO DIGGING.
8. TREES SHALL BE PLANTED IN THE SAME CONTAINER GROWN UNLESS OTHERWISE NOTED IN THE PLANTING SCHEDULE.
9. TREES SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO THEIR ARRIVAL.
10. THE CONTRACTOR SHALL LOCATE AND VERIFY ALL UTILITIES PRIOR TO CONSTRUCTION AND REPORT ANY CONFLICTS TO THE LANDSCAPE ARCHITECT.
11. THE LAYOUT OF PLANTS IN THE FIELD IS TO BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.

HIGH INTENSITY INTERVENTION:
DISTURBED AREAS
-OR-
AREAS IMMEDIATELY ADJACENT TO ROADWAYS
-OR-
BUILDINGS THAT NEED TO BE FULLY REPLANTED:
- TREES TO BE 4-6" CAL.
- SHRUBS TO BE 3-5 GAL.
- GRASSES, GROUNDCOVERS, HERBACEOUS
PLANTS TO BE QUARTS, PINTS, AND LANDSCAPE
PLUGS
- INCLUDE OVERSEED
- DISTURBED SLOPES GREATER THAN 3:1 TO
INCLUDE EROSION CONTROL NETTING
- IRRIGATION TO BE INCLUDED FOR HIGH
INTENSITY MESIC FOREST AND TERRACE GARDEN
ONLY

MEDIUM INTENSITY INTERVENTION:
RESTORATION SCALE WORK AND STRATEGIC PLANTINGS
OF UNDERSTORY SHRUBS AND TREES

- TREES TO BE 2-4" CAL.
- SHRUBS TO BE 1-3 GAL.
- GRASSES, GROUNDCOVERS, HERBACEOUS
PLANTS TO BE LANDSCAPE PLUGS
- INCLUDE OVERSEED
- DISTURBED SLOPES GREATER THAN 3:1 TO
INCLUDE EROSION CONTROL NETTING

LOW INTENSITY INTERVENTION:
RESTORATION SCALE WORK - RESEEDING OR CUTTINGS

- CONTROLLED BURNS PRIOR TO CONSTRUCTION
- CLEARING OF INVASIVES PRIOR TO CONSTRUCTION AND DURING CONSTRUCTION
- TREES TO BE 2" CAL. OR WHIPS
- SHRUBS TO BE 1 GAL. OR WHIPS
- GRASSES, GROUNDCOVERS, HERBACEOUS PLANTS TO BE LOCALLY SOURCED SEED MIXES
- DISTURBED SLOPES GREATER THAN 3:1 TO INCLUDE EROSION CONTROL NETTING.

N
○
KEY PLAN

		8/4/2023	
4	VILLAGE COMMENTS		
2	DESIGN DEVELOPMENT		
	VILLAGE ZONING		
NO.	ISSUED FOR		

Studio Gang

1520 W. DIVISION STREET
CHICAGO, IL 60642

THORNTON TOMASETTI
STRUCTURAL ENGINEER

330 N Wabash Ave
Suite 1500 T 312.596.1
CHICAGO, IL 60611

DATA BASED+
SUSTAINABILITY CONSULTANT
303 W Erie St
Suite 510
CHICAGO, IL 60642
T 312.915.0

db | HMS
MECHANICAL, ELECTRICAL,
PLUMBING, AND FIRE PROTECTION
303 W Erie St T 312.915.0
Suite 510
CHICAGO, IL 60642

OLIN STUDIO
LANDSCAPE ARCHITECT
1617 John F. Kennedy Boulevard
Suite 1900
Philadelphia, PA 19103

RUEKERT MIELKE
CIVIL ENGINEER
W233 N2080 Ridgeway Parkway
Waukegan, WI 53188 T 262.542.1

PRITCHARD PECK
LIGHTING DESIGN
389 Clementina St.
San Francisco, CA 94103 T 415.323.1

APPLIED ECOLOGICAL SERVICES
ECOLOGY
17921 Smith Road
Brookfield, WI 53005
T 608.897.8

THRESHOLD ACOUSTICS
ACOUSTICS AND AV
141 W Jackson Blvd
Suite 2090
Chicago, IL 60604
T 605.897.1

PROJECT NO. : 22013

DRAWN: PG, AJ, ES DATE: 09/08/2023

CHECKED: SL SCALE: 1" = 30'-0"

PLANTING PLAN - TREE AND GROUNDCOVERS

DRAWING NUMBER:

L-901

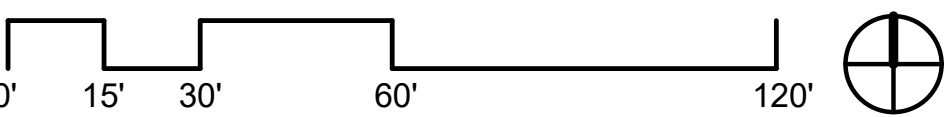
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TREE SCHEDULE - CONIFERS					
Plant Code	Plant Scientific Name	Plant Common Name	Count	Installed Size	Comments
ADBN	<i>Adonis balsamea</i>	Balsam Fir	19	8'	
PGI	<i>Picea glauca 'Densata'</i>	Black Hills Spruce	11	7'	
PhSI	<i>Pinus strobus</i>	Eastern White Pine	23	7'	
ThGy	<i>Thuja 'Green Giant'</i>	Green Giant Arborvitae	4	8'	
Conifer Subtotal: 57					

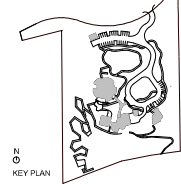
Plant Code	Plant Scientific Name	Plant Common Name	Court	Installed Size	Comments
AsPa	<i>Aesculus pavia</i>	Red Buckeye	5	7"	Multi-stem
AmLa	<i>Amelanchier laevis</i>	Shooney Serviceberry	11	7"	Multi-stem
CaCa	<i>Cornus canadensis</i>	Eastern Redbud	26	7"	<varies>
CoKe	<i>Cladrastis kentuckia</i>	Kentucky Yellowwood	18	2.5" caliper	
CoDi	<i>Cornus</i>	Pagoda Dogwood	16	2.5" caliper	
HiVi	<i>Hamelis virginiana 'Sunglow'</i>	'Sunglow' Common Witchhazel	6	7"	Multi-stem

Plant Code	Plant Scientific Name	Plant Common Name	Count	Installed Size	Comments
AcCa	<i>Aesculus x carnea</i> 'Fort McNair'	Fort McNair Horsechestnut	3	4" caliper	
CaCa	<i>Caprinus caroliniana</i>	American Hornbeam	5	4" caliper	
CaPa	<i>Fagus grandifolia</i>	American Beech	14	4" caliper	
NySa	<i>Nyssa sylvatica</i>	Black Tupelo	6	4" caliper	
OvPi	<i>Ostrya virginiana</i>	American Hophornbeam	11	4" caliper	
PlSa	<i>Platanus occidentalis</i>	American Sycamore	5	4" caliper	
PlSa	<i>Platanus occidentalis</i>	American Sycamore	14	2" caliper	
QuPi	<i>Quercus prinus</i>	Swamp White Oak	2	4" caliper	
QuPi	<i>Quercus bicolor</i>	Swamp White Oak	2	4" caliper	
QuMa	<i>Quercus macrocarpa</i>	Bar Oak	5	4" caliper	
LiMa	<i>Liriodendron tulipifera</i>	American Linden	4	4" caliper	

Total Proposed Trees: 219

[illegible]

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2. CONTRACTORS AND SUBCONTRACTORS SHALL VERIFY ALL EXISTING DIMENSIONS AND CONDITIONS AT THE JOB SITE AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES OR OMISSIONS OR INADEQUACIES BEFORE BEGINNING OR FABRICATING ANY WORK. DO NOT SCALE THESE DRAWINGS.



NO.	REVISION	DATE
1	ISSUED FOR PERMIT	08/06/2023
2	ISSUED FOR PERMIT	08/06/2023
3	ISSUED FOR PERMIT	08/06/2023
4	ISSUED FOR PERMIT	08/06/2023

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DRAWN: PG DATE: 09/06/2023
CHECKED: SL SCALE: 1" = 30'-0"

TREE PROTECTION & REMOVAL
PLAN Copy 1

TREE REMOVAL SCHEDULE

LEAD TREES TO BE REMOVED			SITE DESIGN TREES TO BE REMOVED			TAXA			SPECIES			COMMON NAME			CONDITION			SIZE/DBH		
1	Fraxinus pennsylvanica	Green Ash	dead	19	1	Fraxinus pennsylvanica	Green Ash	dead	19	400	Quercus alba	White Oak	live	25	400	Quercus alba	White Oak	live	25	
2	Fraxinus pennsylvanica	Green Ash	dead	19	2	Fraxinus pennsylvanica	Green Ash	dead	19	401	Quercus alba	White Oak	live	25	401	Quercus alba	White Oak	live	25	
3	Fraxinus pennsylvanica	Green Ash	dead	19	3	Fraxinus pennsylvanica	Green Ash	dead	19	402	Quercus alba	White Oak	live	25	402	Quercus alba	White Oak	live	25	
4	Fraxinus pennsylvanica	Green Ash	dead	19	4	Fraxinus pennsylvanica	Green Ash	dead	19	403	Quercus alba	White Oak	live	25	403	Quercus alba	White Oak	live	25	
5	Fraxinus pennsylvanica	Green Ash	dead	19	5	Fraxinus pennsylvanica	Green Ash	dead	19	404	Quercus alba	White Oak	live	25	404	Quercus alba	White Oak	live	25	
6	Fraxinus pennsylvanica	Green Ash	dead	19	6	Fraxinus pennsylvanica	Green Ash	dead	19	405	Quercus alba	White Oak	live	25	405	Quercus alba	White Oak	live	25	
7	Fraxinus pennsylvanica	Green Ash	dead	19	7	Fraxinus pennsylvanica	Green Ash	dead	19	406	Quercus alba	White Oak	live	25	406	Quercus alba	White Oak	live	25	
8	Fraxinus pennsylvanica	Green Ash	dead	19	8	Fraxinus pennsylvanica	Green Ash	dead	19	407	Quercus alba	White Oak	live	25	407	Quercus alba	White Oak	live	25	
9	Fraxinus pennsylvanica	Green Ash	dead	19	9	Fraxinus pennsylvanica	Green Ash	dead	19	408	Quercus alba	White Oak	live	25	408	Quercus alba	White Oak	live	25	
10	Fraxinus pennsylvanica	Green Ash	dead	19	10	Fraxinus pennsylvanica	Green Ash	dead	19	409	Quercus alba	White Oak	live	25	409	Quercus alba	White Oak	live	25	
11	Fraxinus pennsylvanica	Green Ash	dead	19	11	Fraxinus pennsylvanica	Green Ash	dead	19	410	Quercus alba	White Oak	live	25	410	Quercus alba	White Oak	live	25	
12	Fraxinus pennsylvanica	Green Ash	dead	19	12	Fraxinus pennsylvanica	Green Ash	dead	19	411	Quercus alba	White Oak	live	25	411	Quercus alba	White Oak	live	25	
13	Fraxinus pennsylvanica	Green Ash	dead	19	13	Fraxinus pennsylvanica	Green Ash	dead	19	412	Quercus alba	White Oak	live	25	412	Quercus alba	White Oak	live	25	
14	Fraxinus pennsylvanica	Green Ash	dead	19	14	Fraxinus pennsylvanica	Green Ash	dead	19	413	Quercus alba	White Oak	live	25	413	Quercus alba	White Oak	live	25	
15	Fraxinus pennsylvanica	Green Ash	dead	19	15	Fraxinus pennsylvanica	Green Ash	dead	19	414	Quercus alba	White Oak	live	25	414	Quercus alba	White Oak	live	25	
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26	Fraxinus pennsylvanica	Green Ash	dead	19	26	Fraxinus pennsylvanica	Green Ash	dead	19	425	Quercus alba	White Oak	live	25	425	Quercus alba	White Oak	live	25	
27	Fraxinus pennsylvanica	Green Ash	dead	19	27	Fraxinus pennsylvanica	Green Ash	dead	19	426	Quercus alba	White Oak	live	25	426	Quercus alba	White Oak	live	25	
28	Fraxinus pennsylvanica	Green Ash	dead	19	28	Fraxinus pennsylvanica	Green Ash	dead	19	427	Quercus alba	White Oak	live	25	427	Quercus alba	White Oak	live	25	
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77	Fraxinus pennsylvanica	Green Ash	dead	19	77	Fraxinus pennsylvanica	Green Ash	dead	19	476	Quercus alba	White Oak	live	25	476	Quercus alba	White Oak	live		

- GENERAL NOTES:**
1. REFER TO C&G DRAWINGS FOR EXACT LOCATION OF EXISTING UTILITY POLES, HANDHOLES AND EQUIPMENT.
 2. COORDINATE ALL REQUIREMENTS UNDERGROUND ELECTRICAL SERVICE ROUTING AND ALL NEW EQUIPMENT WITH C&G DRAWINGS, AND ALL OTHER DOCUMENTS PRIOR TO INSTALLATION.
 3. A SINGLE CONDUCTOR SHALL NOT HAVE MORE THAN 30 (30) DEGREE BENDS. PROVIDE 180 DEGREE OR 90 DEGREE BOTTOM HANDLES AS REQUIRED.
 4. CONDUITS SHALL BE BURIED A MINIMUM OF 36" BELOW FINISH GRADE UNLESS OTHERWISE NOTED.
 5. REFER TO RATER DRAWING FOR CONDUITABLE SIZE AND QUANTITY.
 6. REFER TO SHEET L&G FOR RATER INFORMATION AND ADDITIONAL INFORMATION ON POWER DISTRIBUTION IN THE OUTLINE.
 7. COORDINATE EXACT LOCATION OF THE EQUIPMENT WITH SITE PLAN.
 8. ALL UNDERGROUND HANDLES SHALL BE HEAVY DUTY TRAFFIC GRADE, 1/2" MIN. CONDUIT. COORDINATE EXACT LOCATION OF HANDLES AND ROUTE OF THE CONDUITS WITH C&G DRAWINGS.
 9. PROVIDE CONDUIT 1/2" FOR UTILITY TRANSFORMER. COORDINATE THE LOCATION OF THE TRANSFORMER WITH THE RATER AND INSTALLATION OF SEPARATE CABLEING PRIOR TO INSTALLATION.

WOMEN'S
LEADERSHIP CENTER

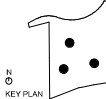
327 Constance Blvd
Williams Bay, WI 53191

Lincoln Road Enterprises

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2. CONTRACTORS AND SUBCONTRACTORS SHALL VERIFY ALL FIGURED DIMENSIONS AND CONDITIONS AT THE JOBSITE AND NOTIFY THE ARCHITECT OF ANY DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE BEGINNING OR FABRICATION OF ANY WORK, DO NOT SCALE THESE DRAWINGS.



**NOT FOR
CONSTRUCTION**

[illegible]

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Studio Gang

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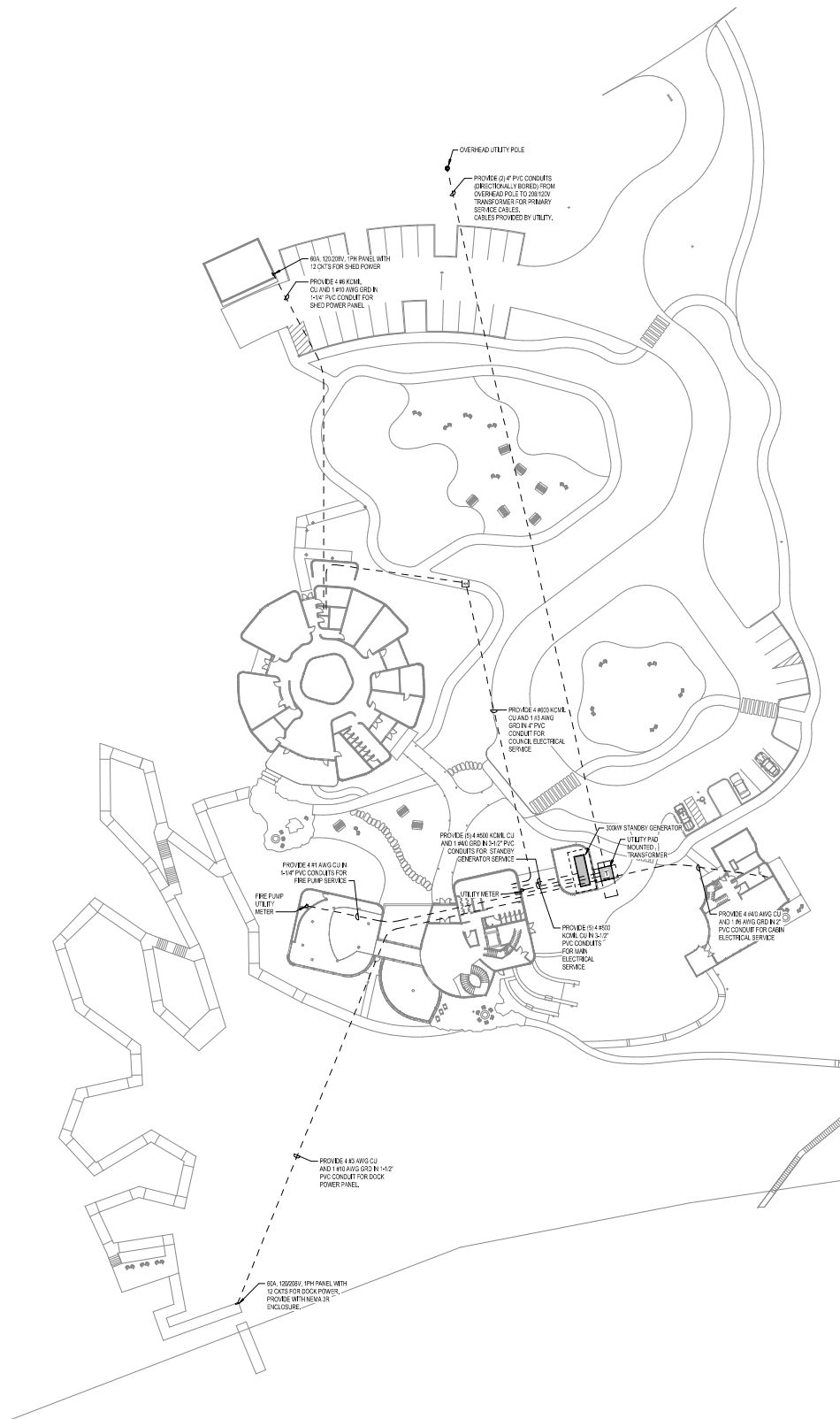
PROJECT NO. : 2201:

DRAWN: ??	DATE: 8.4.2023
CHECKED: VAIRE	SCALE: 1" = 30'-0"

SHEET TITLE:
ELECTRICAL SITE PLAN

DRAWING NUMBER:

E.010 Page 44 of 267



① ELECTRICAL SITE PLAN
1" = 30'-0"

GENERAL NOTES:

- CONTRACTOR TO CONTACT DIGGERS HOTLINE FOR UTILITY LOCATES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL VERIFY WITH UTILITY COMPANIES IF UTILITY COMPANY'S STAFF IS REQUIRED TO BE ON SITE WHEN CONSTRUCTION ACTIVITIES ARE NEAR UTILITY FACILITIES.
- LOCATION OF ALL STRUCTURES, OBSTACLES, AND EXISTING FACILITIES SHOWN SHALL NOT BE TAKEN AS CONCLUSIVE. CONTRACTOR SHALL VERIFY LOCATIONS AS A CONDITION OF THEIR BID AND BE RESPONSIBLE FOR ALL DAMAGES RESULTING FROM THEIR ACTIVITIES.
- CONTRACTOR SHALL TAKE CARE WHEN EXCAVATING AROUND EXISTING UTILITY LINES AND EQUIPMENT. VERIFY COVERAGE REQUIREMENTS WITH UTILITY COMPANIES.
- EXISTING UTILITIES SHOWN ARE APPROXIMATE AND HAVE BEEN OBTAINED FROM AVAILABLE RESOURCES FOR FIELD LOCATES. THERE MAY BE ADDITIONAL UTILITIES NOT SHOWN. CONTRACTOR IS REQUIRED TO VERIFY LOCATION OF EXISTING UTILITIES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS NECESSARY TO CARRY OUT THEIR WORK, UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL PROVIDE STAKING AS NECESSARY TO LAYOUT AND PROVIDE GRADES FOR ANY SECTION OF THE WORK.
- A COMPETENT REPRESENTATIVE WHO HAS AUTHORITY TO ACT FOR THE CONTRACTOR MUST BE AT THE SITE AT ALL TIMES.
- STAGING AND MATERIAL STORAGE AREAS SHALL BE COORDINATED WITH THE OWNER AND SHALL BE DONE IN A MANNER TO AVOID INTERFERENCE WITH THE OWNER'S ACTIVITIES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING PROPERTY CORNERS AND SURVEY MONUMENTS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR BARRICADING AREAS OF CONSTRUCTION TO PROTECT AGAINST PERSONAL INJURY.
- EXISTING FACILITIES TO REMAIN INCLUDING LANDSCAPING AND TREES SHALL BE PROTECTED DURING CONSTRUCTION.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING THEIR WORK FROM ALL DAMAGE INCLUDING THE PUBLIC, OTHER CONTRACTORS, AND THE ENVIRONMENT.
- EXCESS MATERIALS SHALL BE REMOVED FROM THE SITE UNLESS OTHERWISE DIRECTED BY THE OWNER.

UTILITIES AND STORM SEWER:

- ALL EXISTING SURFACE INFRASTRUCTURE INCLUDING HYDRANTS, VALVES, HANDHOLES, CASTINGS, IRRIGATION SYSTEMS, AND UTILITY PEDESTALS ARE REQUIRED TO BE ADJUSTED TO PROPOSED GRADE BY CONTRACTOR.
- UTILITY MATERIALS AND INSTALLATION SHALL CONFORM TO LOCAL STANDARDS AND SPECIFICATIONS FOR UTILITY COMPANIES HAVING JURISDICTION.
- CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES AND CONDUITS TO AVOID CONFLICTS AND TO PROVIDE MINIMUM REQUIRED DEPTHS OF COVER. ADDITIONAL BENDS AND ASSOCIATED MATERIALS ARE TO BE INSTALLED AS REQUIRED FOR WATER MAINS AND LATERALS.
- STORM SEWER SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR SEWER & WATER CONSTRUCTION IN WISCONSIN AND THE STANDARDS OF THE WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES FOR PRIVATE STORM SEWER CURRENT EDITIONS INCLUDING ANY ADDENDUMS.
- STORM SEWER STRUCTURES SHALL BE PRECAST CONCRETE AND THE SIZE AS NOTED ON THE PLANS.
- TRENCHES SHALL BE BACKFILLED WITH CRUSHED STONE BEDDING WITHIN 1:1 OF PAVEMENT AREAS AND WITH SPOIL IN LANDSCAPING AREAS.
- STORM SEWER 8-INCHES OR SMALLER CONNECTED TO THE STORM SEWER SHALL BE PLACED HORIZONTALLY AT THE SPRING LINE OF THE PIPE WITH A WATER TIGHT CONNECTION.
- CONNECTIONS TO EXISTING MANHOLES SHALL BE CORED AND A WATER TIGHT SEAL PROVIDED.
- TRACER WIRE OR OTHER MEANS OF LOCATING UNDERGROUND PIPES SHALL BE INSTALLED ON ALL PIPING.
- ALL DIMENSIONS ARE TO THE CENTERLINE OF UTILITIES AND STRUCTURES.

EROSION CONTROL:

- CONSTRUCTION ACTIVITIES SHALL NOT COMMENCE UNTIL EROSION CONTROL DEVICES HAVE BEEN INSTALLED.
- EROSION CONTROL DEVICES SHALL BE INSTALLED ACCORDING TO WDNR BEST MANAGEMENT PRACTICES.
- EXISTING LANDSCAPING AND TREES TO REMAIN SHALL BE PRUNED TO REMOVE LOW HANGING, BROKEN, AND UNDESIRABLE GROWTH TO ENSURE HEALTHY AND SYMMETRICAL NEW GROWTH.
- ALL AREAS DISTURBED BY CONTRACTOR OPERATIONS SHALL BE PREPARED FOR GRASS SEED BY LOOSENING RUTS AND WORKING THE SOIL AREAS TO A MINIMUM OF 6-INCHES PRIOR TO THE FINE GRADING AND SEEDING. AREAS SHALL HAVE A MINIMUM OF 4-INCHES OF TOPSOIL PLACED, SEEDED, AND MULCHED UNLESS OTHERWISE INDICATED.
- INSPECTION OF ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE DONE BY CONTRACTOR ONCE PER WEEK AND WITHIN 24 HOURS OF EVERY PRECIPITATION EVENT OF 1/2-INCH OR GREATER.
- CONTRACTOR SHALL REPAIR DEFICIENT EROSION AND SEDIMENT CONTROL MEASURES WITHIN 24-HOURS AFTER INSPECTION. ADDITIONAL EROSION AND SEDIMENT CONTROL DEVICES NOT SHOWN ON THIS PLAN MAY BE NECESSARY AS A RESULT OF CONSTRUCTION PRACTICES OR AS DIRECTED BY OWNER AND/OR ENGINEER.
- CONTRACTOR SHALL NOTIFY AND OBTAIN WRITTEN ACCEPTANCE FROM ENGINEER OF PROPOSED CHANGES TO THE EROSION CONTROL PLAN AND/OR SEQUENCE PRIOR TO IMPLEMENTING THE CHANGE.
- EXCESS MATERIAL THAT IS HAULED OFF SITE SHALL BE CONTRACTOR'S RESPONSIBILITY. CONTRACTOR SHALL OBTAIN PROPER PERMIT APPROVALS FOR EACH FILL SITE. EROSION AND SEDIMENT CONTROL MEASURES, RESTORATION, AND STABILIZATION AT FILL SITE IS CONTRACTOR'S RESPONSIBILITY. CONTRACTOR TO NOTIFY OWNER OF ALL FILL AND BORROW SITES.
- CONTRACTOR SHALL SWEEP STREETS ADJACENT TO PROJECT AS NEEDED.
- ALL INSTALLATION, MAINTENANCE, AND REMOVAL OF EROSION AND SEDIMENT CONTROL MEASURES SHALL COMPLY WITH THE WDNR TECHNICAL STANDARDS.
- IF DEWATERING IS NECESSARY, CONTRACTOR SHALL PROVIDE PROPER DEWATERING SEDIMENT CONTROL DEVICES. DISCHARGE OF SEDIMENT LADEN WATER TO THE STORM OR SURFACE WATER IS PROHIBITED.
- STABILIZE NEWLY GRADED AREAS WITHIN 3 DAYS OF BEING INACTIVE.
- REMOVE EROSION AND SEDIMENT CONTROL DEVICES AFTER 80% OF VEGETATION HAS BEEN ESTABLISHED IN RESTORED AREAS.

GRADING AND PAVING:

- ALL SITE CONSTRUCTION INCLUDING GRADING, EXCAVATION, AND PAVEMENT CONSTRUCTION SHALL BE DONE IN ACCORDANCE WITH THE LATEST ADDITION OF THE WISCONSIN DEPARTMENT OF TRANSPORTATION FOR HIGHWAY AND STRUCTURE CONSTRUCTION HEREIN REFERRED TO AS THE STANDARD SPECIFICATIONS EXCEPT AS MODIFIED. QUALITY CONTROL AND QUALITY ASSURANCE TESTING WILL NOT BE REQUIRED. TESTING WILL BE COMPLETED AT THE OWNER'S DIRECTION.
- CONTRACTOR SHALL STRIP AND REMOVE TOPSOIL AND ORGANIC MATERIALS FOUND WITH THE SITE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS. LANDSCAPING AREAS SHALL BE GRADED LOW TO ALLOW FOR TOPSOIL PLACEMENT.
- MATERIAL TESTS CONDUCTED BY AN INDEPENDENT TESTING LAB MAY BE ORDERED AND PAID FOR BY THE OWNER. IF TESTING IS ORDERED, CONTRACTOR SHALL FURNISH SAMPLES FOR SAID TESTING. RETESTING AND CORRECTION OF FAILING MATERIAL SHALL BE COMPLETED AT THE CONTRACTOR'S EXPENSE.
- SUBGRADE SHALL BE COMPACTED PRIOR TO PLACEMENT OF BASE AGGREGATE AS REQUIRED IN THE STANDARD SPECIFICATIONS. SUBGRADE SHALL BE PROOF ROLLED PRIOR TO PLACEMENT OF BASECOURSE. AREAS IDENTIFIED AS SOFT AND YIELDING SHALL BE IDENTIFIED FOR REMOVAL PRIOR TO PLACEMENT OF BASE AGGREGATE.
- BACKFILL AND FILL MATERIALS SHALL BE PLACED IN LAYERS NOT MORE THAN 8-INCHES LOOSE IF COMPACTED WITH HEAVY EQUIPMENT AND NOT MORE THAN 4-INCHES LOOSE IF COMPACTED BY HAND EQUIPMENT.
- BASE COURSE SHALL BE COMPACTED TO A MINIMUM OF 95% OF THE MODIFIED PROCTOR (AASHTO T-180).
- ACCESSIBLE ROUTES AND HANDICAP PARKING SHALL BE CONSTRUCTED IN ACCORDANCE WITH ADA STANDARDS.
- DESIGN AND CONSTRUCTION OF ALL CAST-IN-PLACE EXTERIOR CONCRETE SHALL CONFORM TO ACTI 330R-08.
- ALL CONCRETE FLATWORK SHALL HAVE A LIGHT BROOMED FINISH.
- EXTERIOR CONCRETE SHALL BE SEPARATED FROM BUILDINGS WITH A CONTINUOUS 0.5-INCH FIBER EXPANSION JOINT.
- ALL ASPHALT AND SURFACE COURSE SHALL BE DESIGNED TO 96.0% OF MAXIMUM SPECIFIC GRAVITY AT NDES AND DURING FIELD PRODUCTION PERCENT OF MAXIMUM SPECIFICATION GRAVITY WILL BE INCREASED TO 97.0% PER THE STANDARD SPECIFICATIONS.
- TWO PAINT COATS SHALL BE APPLIED ON NEW PAVEMENT. THE FIRST COAT SHALL BE AFTER PAVING OPERATIONS HAVE BEEN COMPLETED. THE SECOND COAT SHALL BE APPLIED 30 CALENDAR DAYS AFTER PAVING HAS BEEN COMPLETED.
- ELEVATIONS ARE TO FLANGE.

2.

WATER AND SANITARY SEWER MAIN SPECIFICATIONS (VILLAGE OF WILLIAMS BAY)

WATERMAIN:
CL-52 DUCTILE IRON PIPE OR AWWA CAST IRON O.D. C-909 OR PVC WATER PIPE WITH 10GA BLUE TRACER WIRE AND TRACER WIRE ACCESS BOXES

WATERMAIN FITTINGS:
COMPACT DUCTILE IRON MECHANICAL JOINT FITTINGS WITH COR-BLUE OR 304 SS NUTS AND BOLTS MUST BE AMERICAN MADE AWWA-C-153.

GATE VALVES:
4-12" MUELLER A2361 RESILIENT WEDGE VALVE 2" SQ. NUT OPEN LEFT NO ALTERNATES ALLOWED.

FIRE HYDRANTS:
A423 MUELLER CENTURION HYDRANT 6" TRENCH DEPTH, 6" MJ SHOE 1 1/2" PENTAGON OPERATING NUT, OPEN LEFT, NATIONAL STANDARD NOZZLES, WITH 5" STORZ CONNECTION PAINTED RED NO ALTERNATES ALLOWED ALL HYDRANT PARTS & EXTENSIONS MUST BE ORIGINAL MANUFACTURER PARTS.

VALVE BOXES & ADAPTER:
664S CAST IRON TWO PIECE BOX MUST BE AMERICAN MADE RUBBER VALVE BOX ADAPTER SHALL BE VALVE BOX ADAPTER II MANUFACTURED BY ADAPTER, INC. NO ALTERNATES ALLOWED.

TAPPING SLEEVE & VALVES:
MUELLER H615 MECHANICAL JOINT TAPPING SLEEVE W/MUELLER A2361 FLG X MJ RESILIENT WEDGE VALVE NO ALTERNATES ALLOWED #665 SMITH BLAIR STAINLESS STEEL TAPPING SLEEVE ACCEPTABLE ONLY IN VAULTS OR IF IN NON-PAVED LOCATION.

REPAIR CLAMPS:
#226 SMITH BLAIR REPAIR CLAMP WITH STAINLESS STEEL BOLTS & NUTS

WATER SERVICE LINES:
SDR 9 POLYETHYLENE TUBING (CTS) 250 PSI AWWA C901 WITH STIFFENERS & 12GA TRACER WIRE.

1" WATER SERVICE FITTINGS:
1" H-15008 MUELLER COMPRESSION CORPORATION STOP 1" H-15155 MUELLER COMPRESSION CURB STOP 6" H-10300 MUELLER CURB BOX 1 1/4 X 39 ROD NO ALTERNATES ALLOWED.

1 1/2 AND 2" WATER SERVICE FITTINGS:
1 1/2-2" H-15013 MUELLER COMPRESSION CORPORATION STOP 1 1/2-2" B-25155 MUELLER COMPRESSION CURB STOP 6" H-10300 MUELLER CURB BOX 1 1/4 X 39 ROD #317 SMITH BLAIR EPOXY COATED SADDLE W/STAINLESS STEEL STRAPS OR JCM EQUAL.

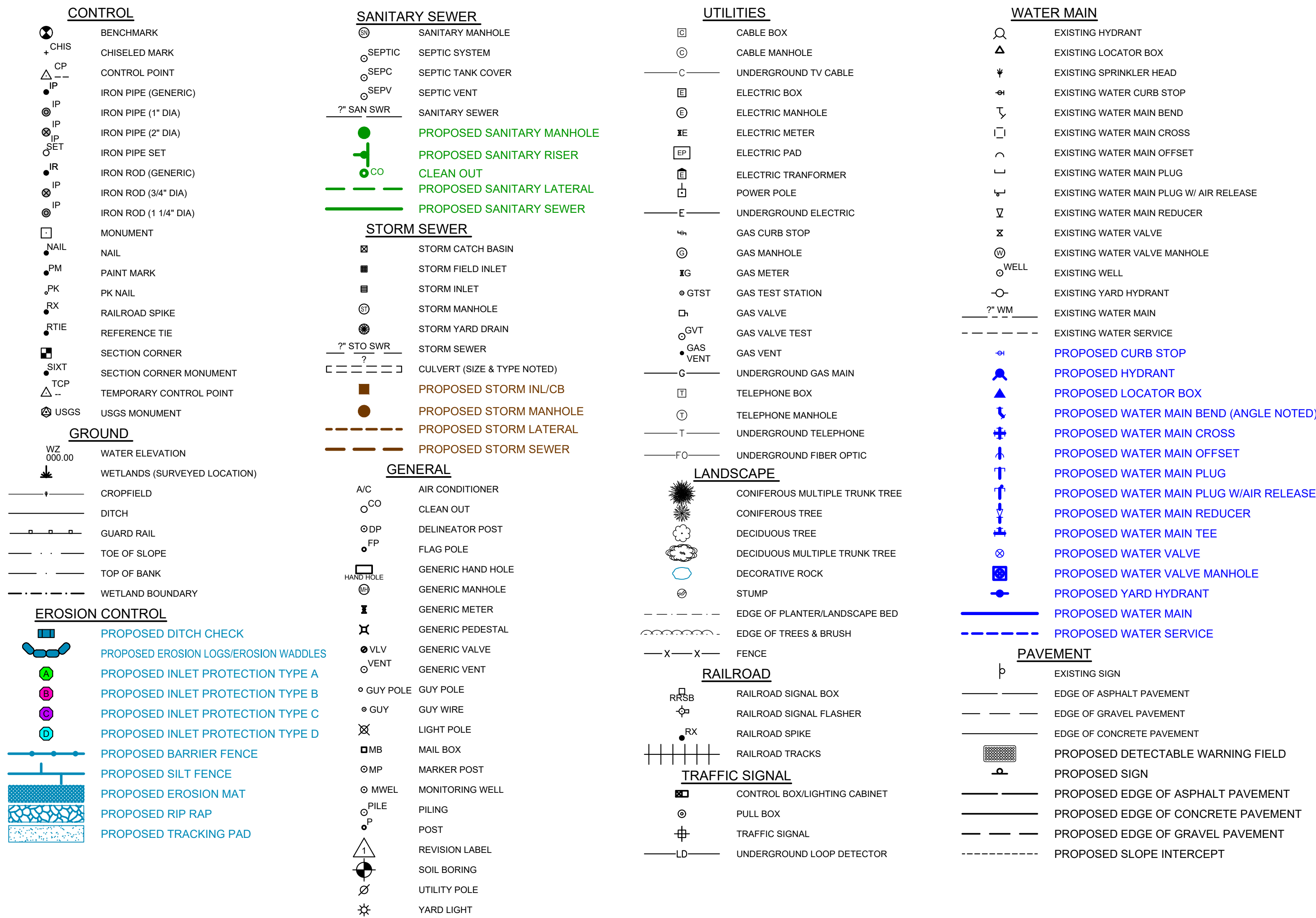
SANITARY SEWER PIPE:
SDR 26 ASTM D-3034.

SANITARY SEWER LATERALS:
SDR 26 ASTM D-3034.

SERVICE FITTINGS:
GASKET JOINT WYE FITTINGS W/45° BEND ASTM D-3034.

MANHOLE COVERS:
1050 EAST JORDAN FRAME WITH 1020 COVER OR EQUAL IN ROADWAY 1020 EAST JORDAN FRAME WITH 1020 COVER OR EQUAL OFF ROADWAY.

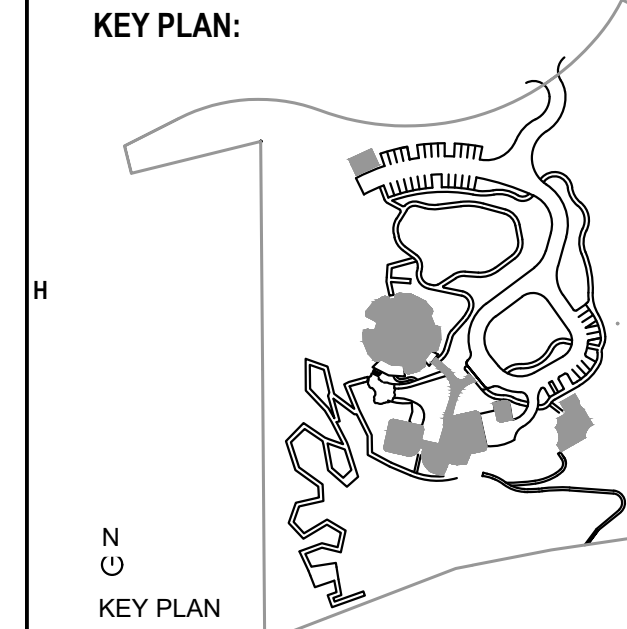
LEGEND - CIVIL ENGINEERING DRAWINGS



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KEY PLAN:



SEAL:

NO.	ISSUED FOR	DATE
4	VILLAGE COMMENTS	10/20/2023
3	VILLAGE COMMENTS	9/15/2023
2	VILLAGE COMMENTS	9/15/2023
1	VILLAGE ZONING	8/4/2023

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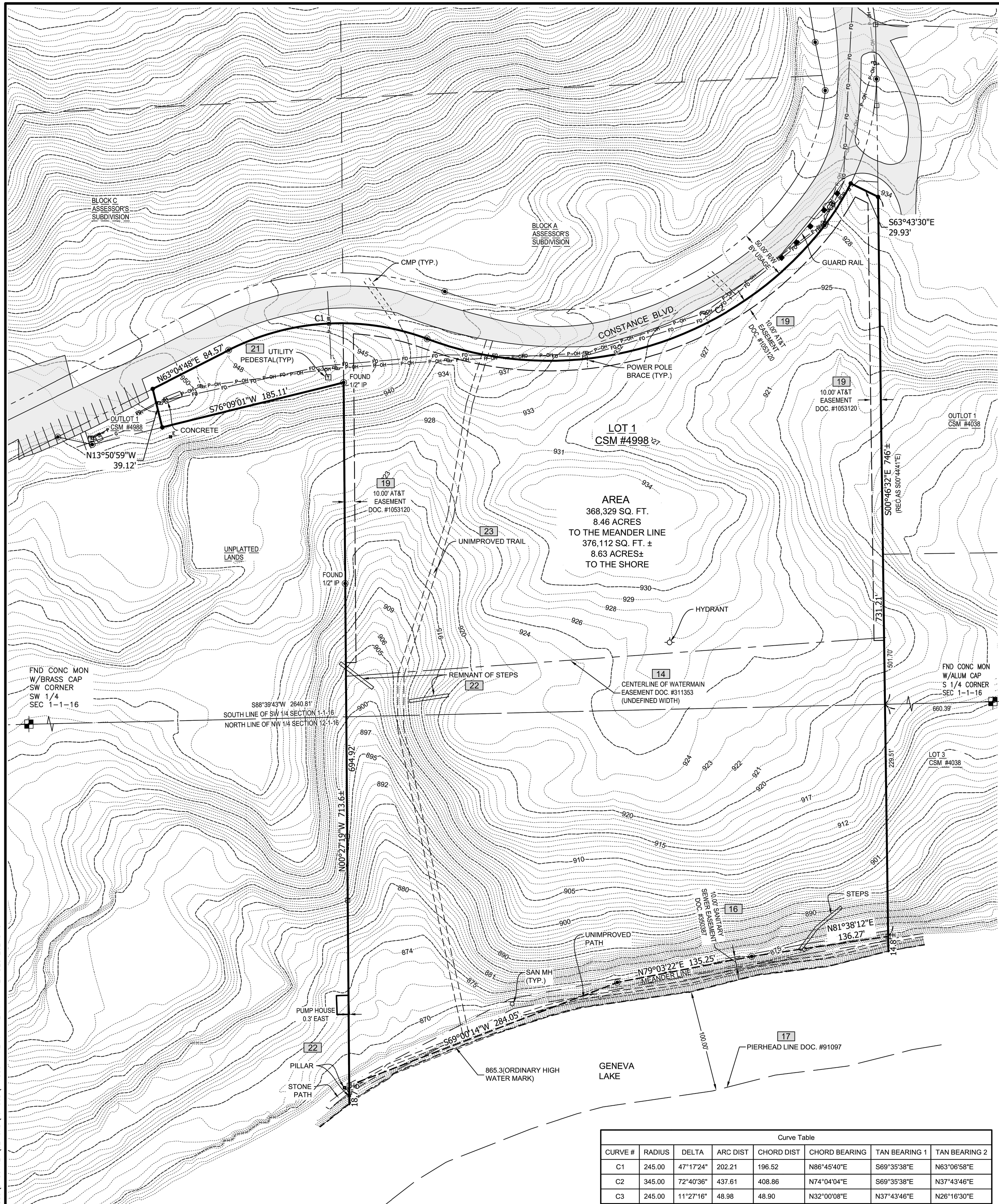
PROJECT NO.:
DRAWN: GGD
CHECKED: VVR
DATE: 9/6/2023
SCALE:

SHEET TITLE:
GENERAL NOTES

DRAWING NUMBER:

C-001

Q:\2\U\UPCH\147585\9-SURVEY\92-CAD\0-C3D\147585 - ALTA - REMAIN - REV DEC 2021.DWG



LEGAL DESCRIPTION PER COMMITMENT NO: WA-19859-Revision B

Lot 1 of Certified Survey Map No. 4998, recorded December 20, 2021, as Document No. 1053121, and being part of Block A and part of Block C of Assessor's Subdivision being a part of the SE. 1/4 of the SW. 1/4 of Section 1 and the NE. 1/4 of the NW. 1/4 of Section 12, T.01N., R.16E., Village of Williams Bay, Walworth County, Wisconsin.

EXCEPTIONS: PER COMMITMENT NO: WA-19859-Revision B

- Public rights of the United States, the State of Wisconsin or the City or County or any of their agencies in respect to that portion of the Land constituting the bed or the waters of Geneva Lake or the banks, shores or dock lines, wharves, piers, protection walls, bulkheads, or other structures pertaining thereto.
- This policy does not insure the exact location of any portion of the Land created by gradual buildup of the shore (accretion) or the lowering of the water level (relicion), or the title to land cut off by a change in the course of the water body (avulsion), or to artificially filled land.
- Rights of the public in and to the footpath or walkway on or near the embankment of water of Geneva Lake.
- Rights of the public to any portion of the Land lying within the area commonly known as Constance Boulevard.
- Easement(s) for the purpose(s) and rights incidental thereto, as granted in a document, granted to Village of Williams Bay, recorded on May 11, 1935, as Document No. 311353. (shown)
- Easement(s) for the purpose(s) and rights incidental thereto, as granted in a document, granted to Village of Williams Bay, recorded on October 7, 1941, as Document No. 350386. (Not Graphically Reproducible)
- Easement(s) for the purpose(s) and rights incidental thereto, as granted in a document, granted to Village of Williams Bay, recorded on October 7, 1941, as Document No. 350387. (shown)
- Covenants, conditions and restrictions but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, source of income, gender, gender identity, gender expression, medical condition or genetic information, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth in the document recorded on June 23, 1983, as Document No. 91097. (shown)
- Not survey related.
- Easement(s) for the purpose(s) and rights incidental thereto, as granted in a document, granted to Wisconsin Bell Inc., d/b/a AT&T-Wisconsin, recorded on December 23, 2021, as Document No. 1053120.
- Recitals as shown on that certain proposed map/plat recorded on December 20, 2021, as Document No. 1053121. Reference is hereby made to said document for full particulars.
- Rights of utility companies to maintain the transformer pad, underground gas line, overhead power lines, power poles, power pole braces, underground power line, underground fiber optic line, utility pedestal, and hydrant as referenced on an ALTANSPS Land Title Survey prepared by SEH, Inc., dated August 4, 2021, and last revised December 21, 2021, as Project No. 147585. ("the Survey").
- Possible encroachments, if any, of a asphalt parking area, pump house, remnants of steps, and driveway as referenced on the Survey.
- Possible rights of others, if any, in and to an "unimproved trail" as referenced on the Survey (trail is shown)

GENERAL NOTES:

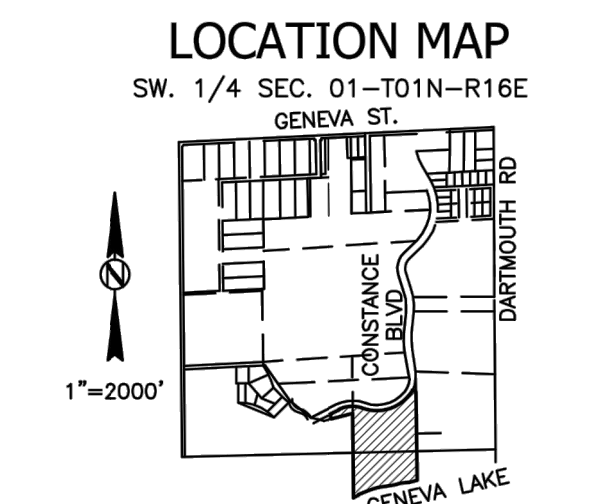
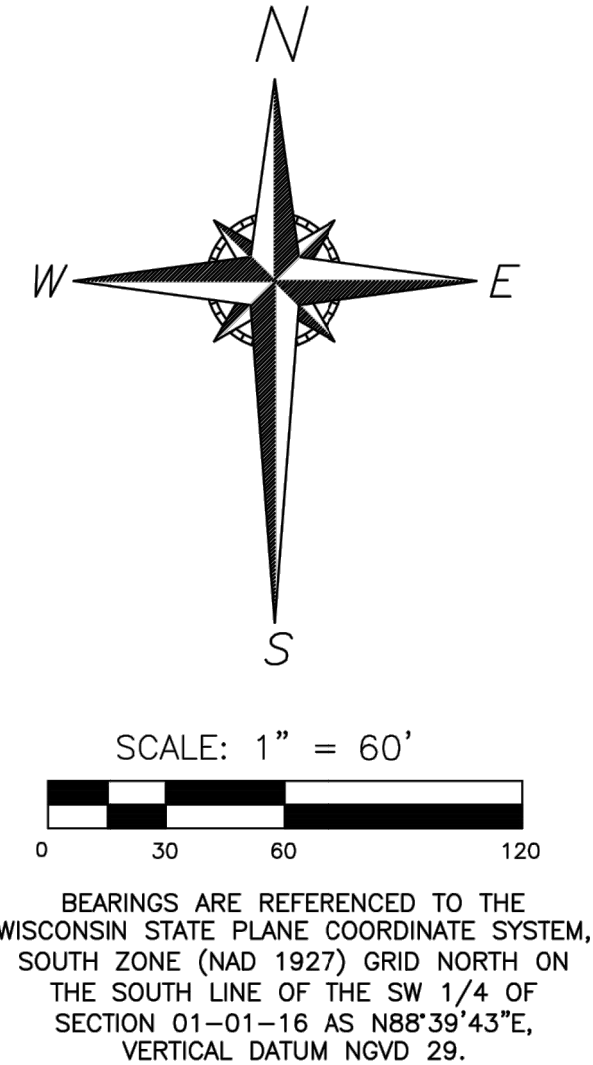
- EASEMENT LOCATIONS BASED ON INFORMATION FURNISHED BY CHICAGO TITLE INSURANCE COMPANY, TITLE POLICY NO. WA-19859, DATED JULY 2, 2021, REVISION B DATED DECEMBER 9, 2021.
- THE SURVEYOR TAKES NO RESPONSIBILITY FOR ANY UNDERGROUND STRUCTURES OR BURIED MATERIALS SUCH AS FOUNDATIONS, WELLS, SEPTIC, HOLDING TANKS, UTILITIES, HAZARDOUS MATERIALS, OR ANY OTHER ITEMS OF WHICH NO EVIDENCE CAN BE FOUND ON THE SURFACE BY A VISUAL INSPECTION. THE SURVEYOR WILL NOT ENTER ANY BUILDINGS ON OR OFF SITE.
- PARCEL FALLS WITHIN ZONE X. AREAS OF MINIMAL FLOODING PER FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NUMBER 55127C03080, DATED 10-2-2009.
- TOPOGRAPHIC CONTOURS SHOWN PER WALWORTH COUNTY GIS DATA.
- UTILITY LOCATIONS BASED ON OBSERVED EVIDENCE ON THE SURFACE OF THE PROPERTY DURING THE PROCESS OF CONDUCTING FIELD WORK AND MAPS PROVIDED BY DIGGERS HOTLINE..

To: CONTANCE WOODS LLC, a Wisconsin limited liability company
UNIVERSITY OF CHICAGO, an Illinois Corporation
CHICAGO TITLE INSURANCE COMPANY

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 3, 4, 5 and 11(a) of Table A thereof. The field work was completed on July 2, 2020.

DATED THIS 12TH DAY OF NOVEMBER, 2021.
REVISED THIS 21ST DAY OF DECEMBER, 2021.

WISCONSIN
KEITH A. KINDRED, PLS S-2082
WALWORTH, WI
LAND SURVEYOR
Keith A. Kindred, PLS S-2082



- LEGEND**
- CONC. MON. W/ BRASS CAP FND.
 - 1" IRON PIPE FOUND (UNLESS OTHERWISE STATED)
 - 1 1/16" REBAR SET, 18" LONG, WT. = 1.13 LBS./LIN. FT.
 - FOUND CONCRETE MONUMENT
 - UNDERGROUND POWER LINE
 - OVERHEAD POWER LINE, POWER POLE
 - UNDERGROUND GAS LINE
 - UNDERGROUND FIBER OPTIC LINE

SURVEYOR:
KEITH A. KINDRED, PLS S-2082
SEH, INC.
501 MAPLE AVE.
DELAFIELD, WI 53018
(414) 949-8919

SURVEY FOR:
UNIVERSITY OF CHICAGO
5235 S. HARPER ST.
SUITE 928
CHICAGO, IL 60615

REVISIONS			
NO.	BY	DATE	REVISION
1	DW	11-12-21	REVISE AT&T EASEMENT AT DEDICATION
2	DW	12-21-21	REVISED TITLE COMMITMENT

SEH FILE NO.	UTCFCH
PROJECT NO.	147585
ISSUE DATE	11/12/2021
DRAWN BY:	DW
DESIGNED BY:	---
CHECKED BY:	KAK



ALTA/NSPS LAND TITLE SURVEY
PART OF BLOCK A AND PART OF BLOCK C OF ASSESSOR'S
SUBDIVISION, BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF
SECTION 1 AND THE NE. 1/4 OF THE NW. 1/4 OF SECTION 12, T.01N.,
R.16E., VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN.

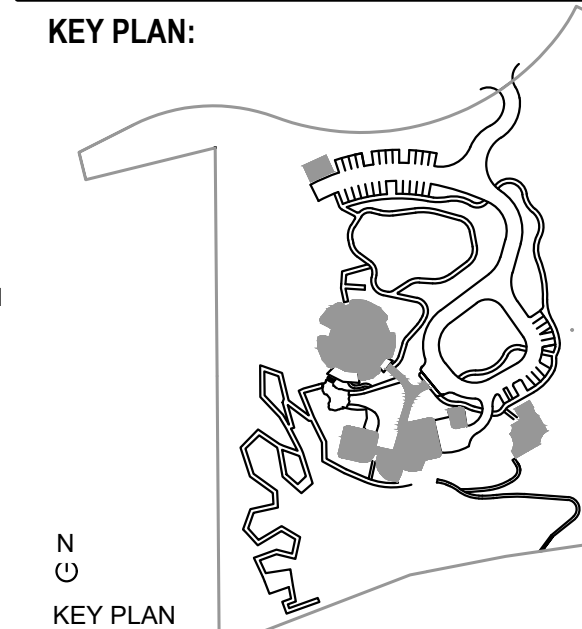
SHEET

1

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KEY PLAN:



SEAL:

NO.	ISSUED FOR	DATE
4	VILLAGE COMMENTS	10/20/2023
3	VILLAGE COMMENTS	9/15/2023
2	DESIGN DEVELOPMENT	9/8/2023
1	VILLAGE ZONING	8/4/2023

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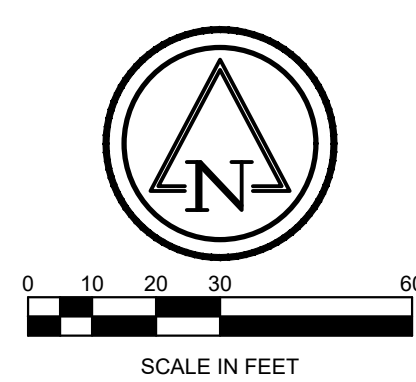
THRESHOLD ACOUSTICS
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PROJECT NO.:	DATE:
DRAWN: GGD	9/8/2023
CHECKED: VVR	SCALE:

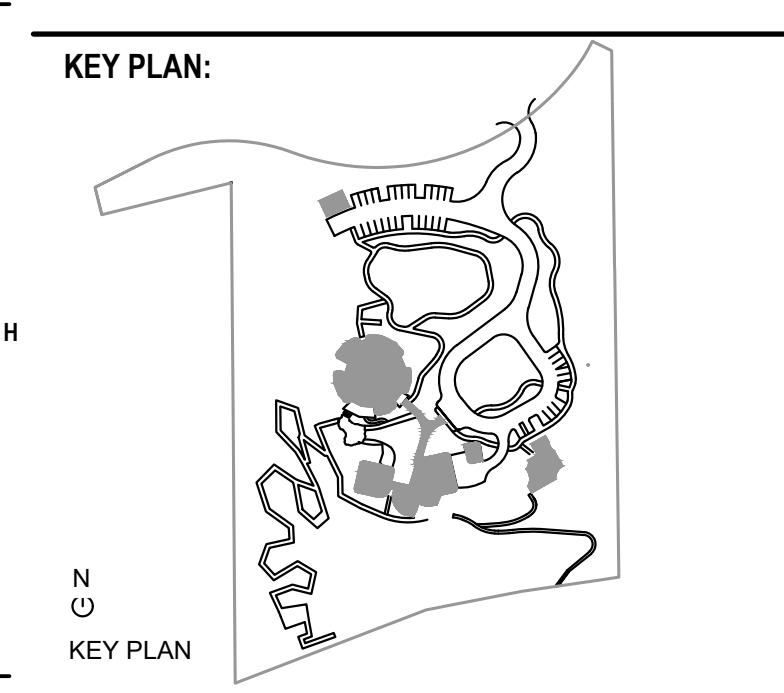
TITLE:
TOPOGRAPHIC SURVEY

DRAWING NUMBER:

C-100



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SEAL:

NOT FOR CONSTRUCTION		
4	VILLAGE COMMENTS	10/20/2023
3	VILLAGE COMMENTS	9/15/2023
2	BREAKDOWN/REWORK	9/15/2023
1	VILLAGE ZONING	8/4/2023
NO.	ISSUED FOR	DATE

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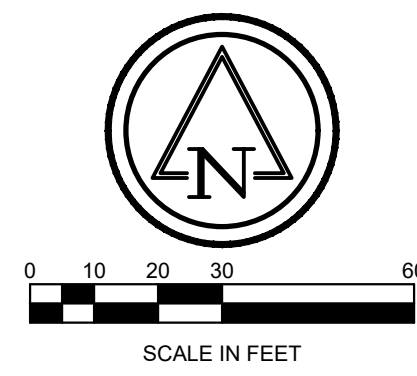
- CONSULTANTS:**
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Point Table

Point #	Raw Description	Elevation	Northing	Easting
14	CP 14 _MAG&BUT 1ft ON PAV	940.301	210543.7000	2357829.1280
15	CP 15 _MAG&BUT 1ft on pavm@double upols	933.777	210669.9550	2358149.1320

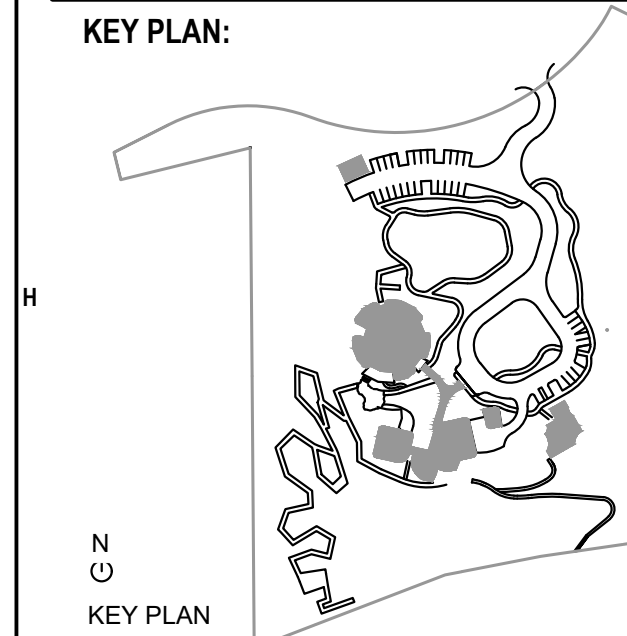
PROJECT NO.:
DRAWN: GGD
CHECKED: VVR
SHEET TITLE:
EXISTING CONDITIONS

DATE: 9/10/2023
SCALE:
DRAWING NUMBER:
C-200



NOTE:
1. SEE L030 FOR TREE REMOVAL PLAN.

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4	VILLAGE COMMENTS	10/20/2023
3	VILLAGE COMMENTS	9/15/2023
2	DESIGN DEVELOPMENT	9/8/2023
1	VILLAGE ZONING	8/4/2023
NO.	ISSUED FOR	DATE

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PROJECT NO. :
DRAWN: GGD
CHECKED: VVR

DATE: 9/8/2023
SCALE:

SHEET TITLE:
REMOVAL AND DEMO PLAN

DRAWING NUMBER:

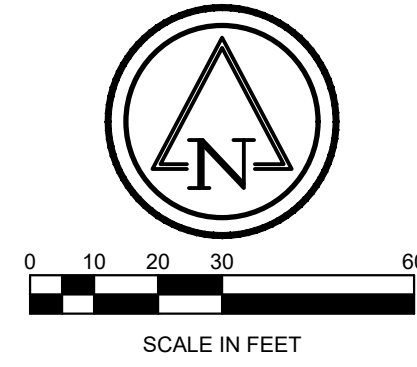
C-300

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PAGE 25 OF 267

YERKES FUTURE
FOUNDATION INC
TAX KEY: WAS 00001

AURORA EAST PROPERTY
OWNERS ASSOCIATION INC.
TAX KEY: WA403800004

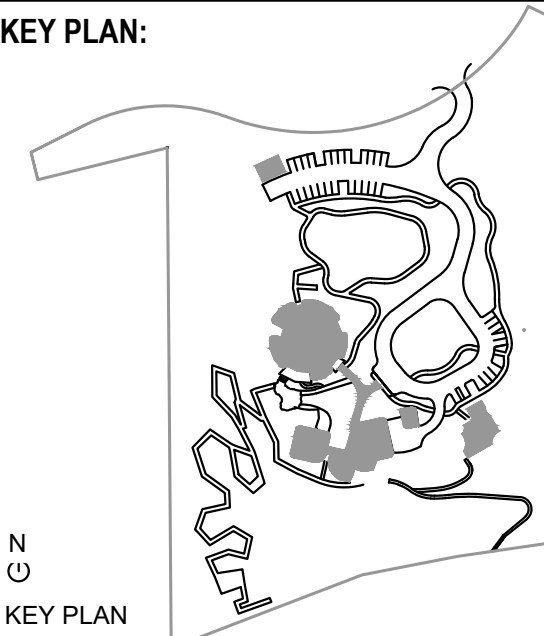


- LEGEND**
- PROPOSED BUILDING
 - ASPHALTIC PAVEMENT
 - REJECT CURB AND GUTTER
 - PROPOSED STONE TRAIL
 - PROPOSED CUT STONE
 - PROPOSED FLAGSTONE
 - PROPOSED BOARD WALK

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3	VILLAGE COMMENTS	9/19/2023
2	DESIGN DEVELOPMENT	9/8/2023
1	VILLAGE ZONING	8/4/2023

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PROJECT NO.:
DATE: 9/8/2023

DRAWN: GSD
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SCALE:

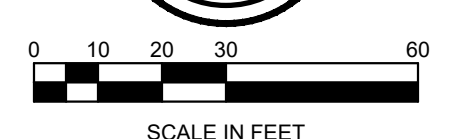
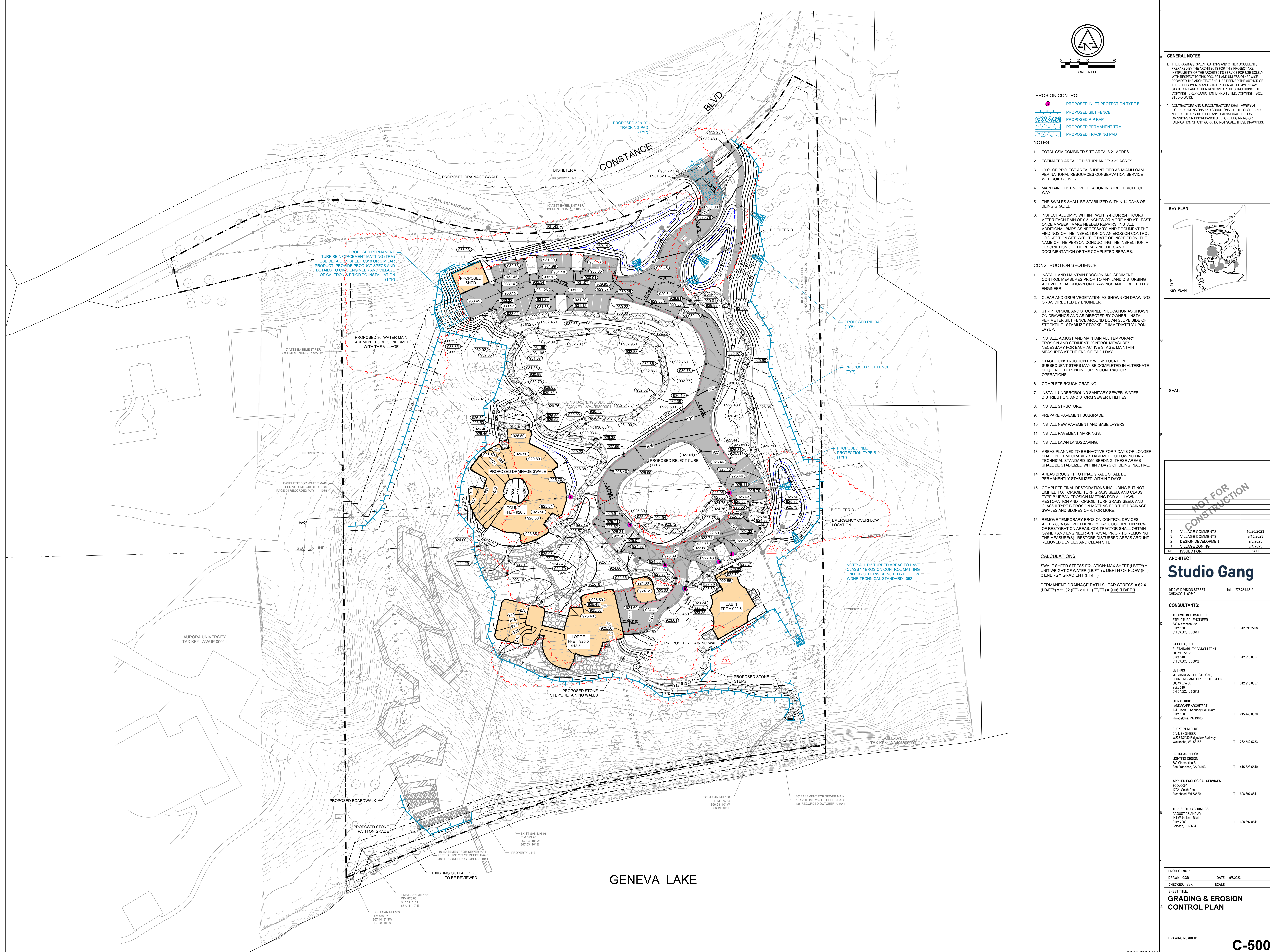
SHEET TITLE:
SITE PLAN - CIVIL

DRAWING NUMBER:

C-400

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PAGE 19 OF 207



- EROSION CONTROL**
- PROPOSED INLET PROTECTION TYPE B
 - PROPOSED SILT FENCE
 - PROPOSED RIP RAP
 - PROPOSED PERMANENT TRM
 - PROPOSED TRACKING PAD

- NOTES:**
- TOTAL CSM COMBINED SITE AREA: 8.21 ACRES.
 - ESTIMATED AREA OF DISTURBANCE: 3.32 ACRES.
 - 100% OF PROJECT AREA IS IDENTIFIED AS MIAMI LOAM PER NATIONAL RESOURCES CONSERVATION SERVICE WEB SOIL SURVEY.
 - MAINTAIN EXISTING VEGETATION IN STREET RIGHT OF WAY.
 - THE SWALES SHALL BE STABILIZED WITHIN 14 DAYS OF BEING GRADED.
 - INSPECT ALL BMPs WITHIN TWENTY-FOUR (24) HOURS AFTER EACH RAIN OF 0.5 INCHES OR MORE AND AT LEAST ONCE A WEEK. MAKE NEEDED REPAIRS. INSTALL ADDITIONAL BMPs AS NECESSARY. AND DOCUMENT THE FINDINGS OF THE INSPECTION ON AN EROSION CONTROL LOG KEPT ON SITE WITH THE DATE OF INSPECTION, THE NAME OF THE PERSON CONDUCTING THE INSPECTION, A DESCRIPTION OF THE REPAIR NEEDED, AND DOCUMENTATION OF THE COMPLETED REPAIRS.

- CONSTRUCTION SEQUENCE**
- INSTALL AND MAINTAIN EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO ANY LAND DISTURBING ACTIVITIES, AS SHOWN ON DRAWINGS AND DIRECTED BY ENGINEER.
 - CLEAR AND GRUB VEGETATION AS SHOWN ON DRAWINGS OR AS DIRECTED BY ENGINEER.
 - STRIP TOPSOIL AND STOCKPILE IN LOCATION AS SHOWN ON DRAWINGS AND AS DIRECTED BY OWNER. INSTALL PERIMETER SILT FENCE AROUND DOWN SLOPE SIDE OF STOCKPILE. STABILIZE STOCKPILE IMMEDIATELY UPON LAYUP.
 - INSTALL, ADJUST AND MAINTAIN ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES NECESSARY FOR EACH ACTIVE STAGE. MAINTAIN MEASURES AT THE END OF EACH DAY.
 - STAGE CONSTRUCTION BY WORK LOCATION. SUBSEQUENT STEPS MAY BE COMPLETED IN ALTERNATE SEQUENCE DEPENDING UPON CONTRACTOR OPERATIONS.
 - COMPLETE ROUGH GRADING.
 - INSTALL UNDERGROUND SANITARY SEWER, WATER DISTRIBUTION, AND STORM SEWER UTILITIES.
 - INSTALL STRUCTURE.
 - PREPARE PAVEMENT SUBGRADE.
 - INSTALL NEW PAVEMENT AND BASE LAYERS.
 - INSTALL PAVEMENT MARKINGS.
 - INSTALL LAWN LANDSCAPING.
 - AREAS PLANNED TO BE INACTIVE FOR 7 DAYS OR LONGER SHALL BE TEMPORARILY STABILIZED FOLLOWING DNR TECHNICAL STANDARD 1052 SEEDING. THESE AREAS SHALL BE STABILIZED WITHIN 7 DAYS OF BEING INACTIVE.
 - AREAS BROUGHT TO FINAL GRADE SHALL BE PERMANENTLY STABILIZED WITHIN 7 DAYS.
 - COMPLETE FINAL RESTORATIONS INCLUDING BUT NOT LIMITED TO: TOPSOIL, TURF GRASS SEED, AND CLASS I TYPE B URBAN EROSION MATTING FOR ALL LAWN RESTORATION AND TOPSOIL, TURF GRASS SEED, AND CLASS II TYPE B EROSION MATTING FOR THE DRAINAGE SWALES AND SLOPES OF 4:1 OR MORE.
 - REMOVE TEMPORARY EROSION CONTROL DEVICES AFTER 80% GROWTH DENSITY HAS OCCURRED IN 100% OF RESTORATION AREAS. CONTRACTOR SHALL OBTAIN OWNER AND ENGINEER APPROVAL PRIOR TO REMOVING THE MEASURE(S). RESTORE DISTURBED AREAS AROUND REMOVED DEVICES AND CLEAN SITE.

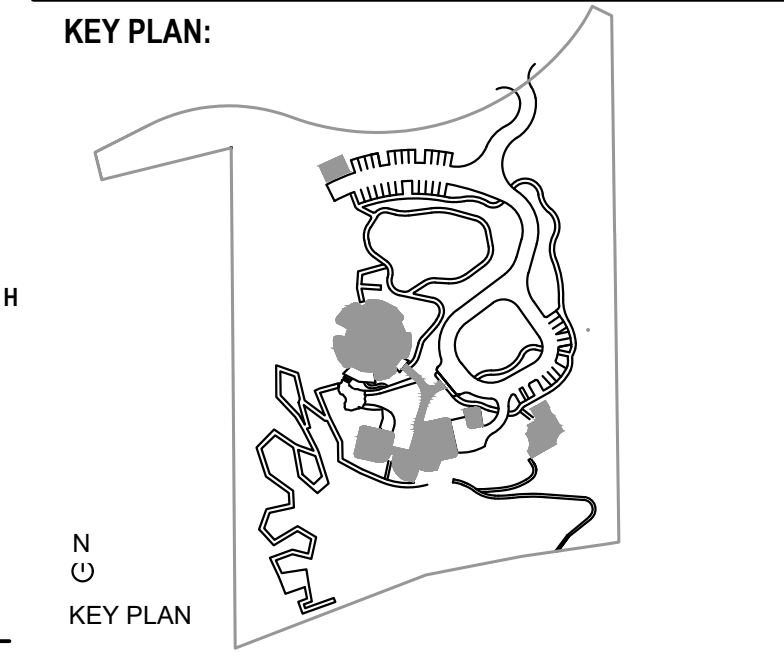
CALCULATIONS

SWALE SHEAR STRESS EQUATION: MAX SHEET (LB/FT) = UNIT WEIGHT OF WATER (LB/FT³) x DEPTH OF FLOW (FT) x ENERGY GRADIENT (FT/FT)

PERMANENT DRAINAGE PATH SHEAR STRESS = 62.4 (LB/FT³) x 1.32 (FT) x 0.11 (FT/FT) = 9.06 (LB/FT²)

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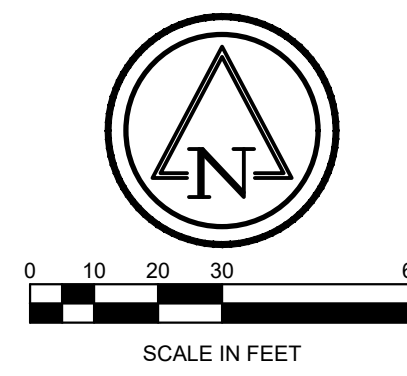
SEAL:

NOT FOR CONSTRUCTION			
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4	VILLAGE COMMENTS	10/20/2023	
2	DESIGN DEVELOPMENT	9/19/2023	
1	VILLAGE ZONING	8/4/2023	

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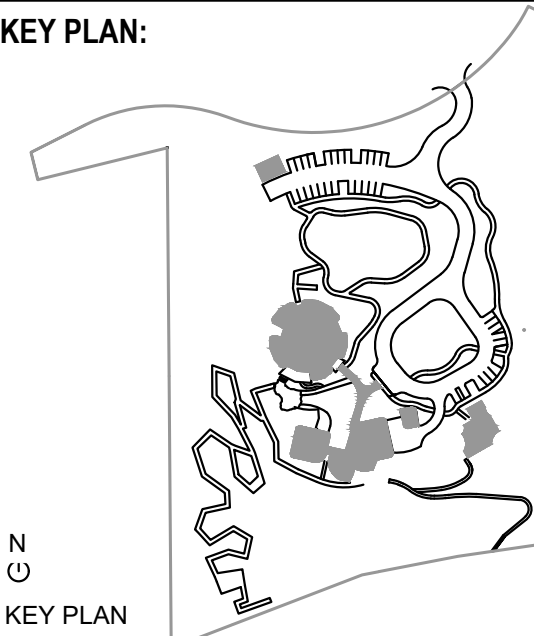
PROJECT NO.:	DATE:
DRAWN: GSD	9/9/2023
CHECKED: VVR	SCALE:
SHEET TITLE: GRADING & EROSION CONTROL PLAN	



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KEY PLAN:



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5	VILLAGE COMMENTS	11/1/2023
4	VILLAGE COMMENTS	10/20/2023
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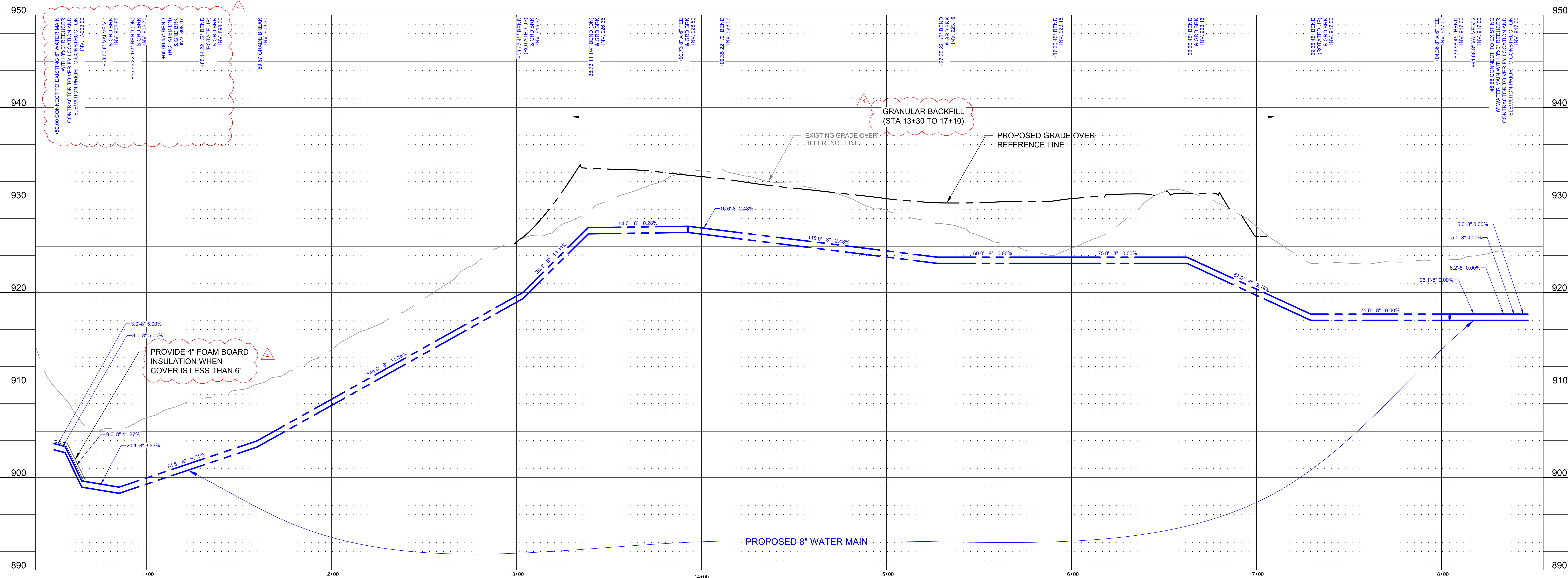
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DRAWN: GSD CHECKED: VVR SCALE:

SHEET TITLE:
**PROPOSED SUBSURFACE
UTILITY PLAN**

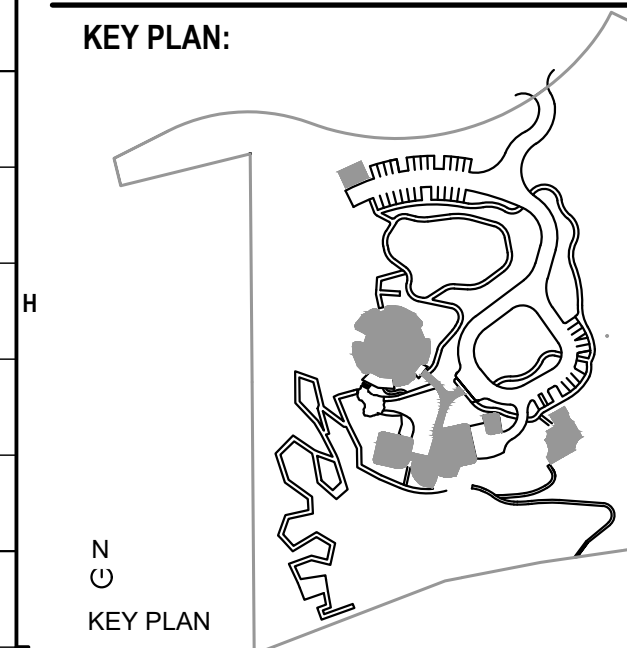
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C-700



8" WATER MAIN PROFILE
HORIZ 1"=20', VERT 1"=5'

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2	DESIGN DEVELOPMENT	9/8/2023
1	VILLAGE COMMENTS	9/15/2023

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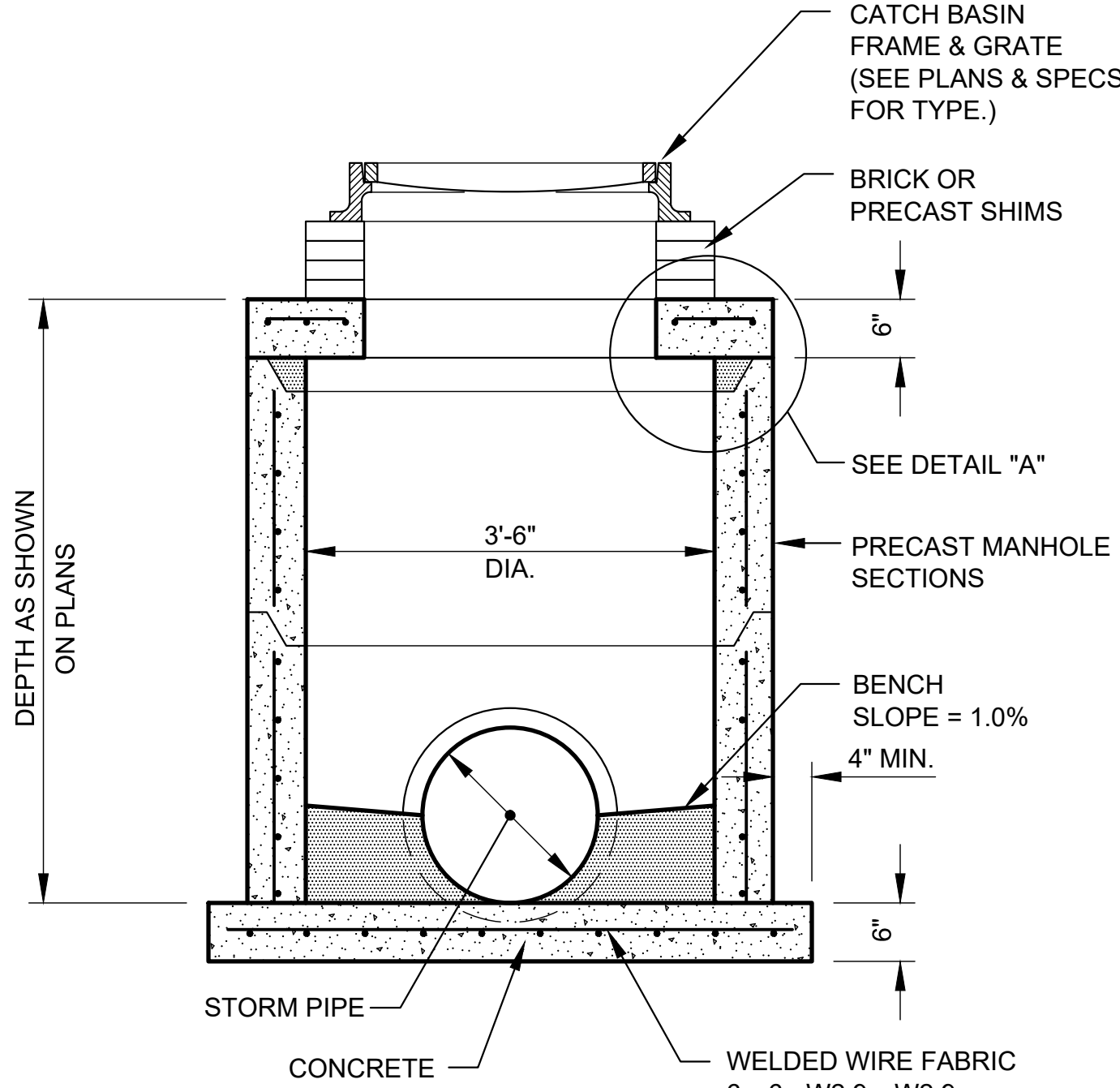
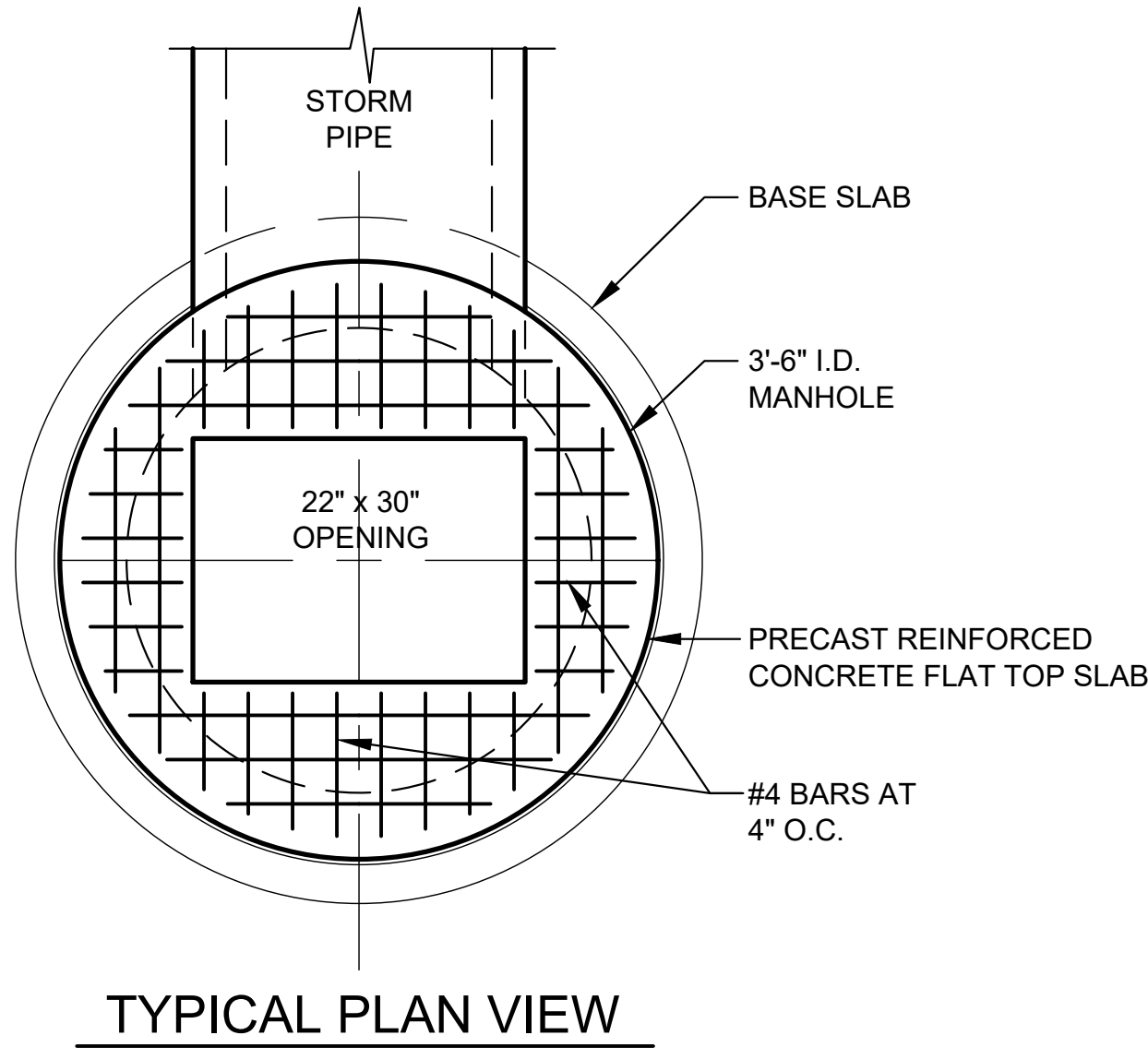
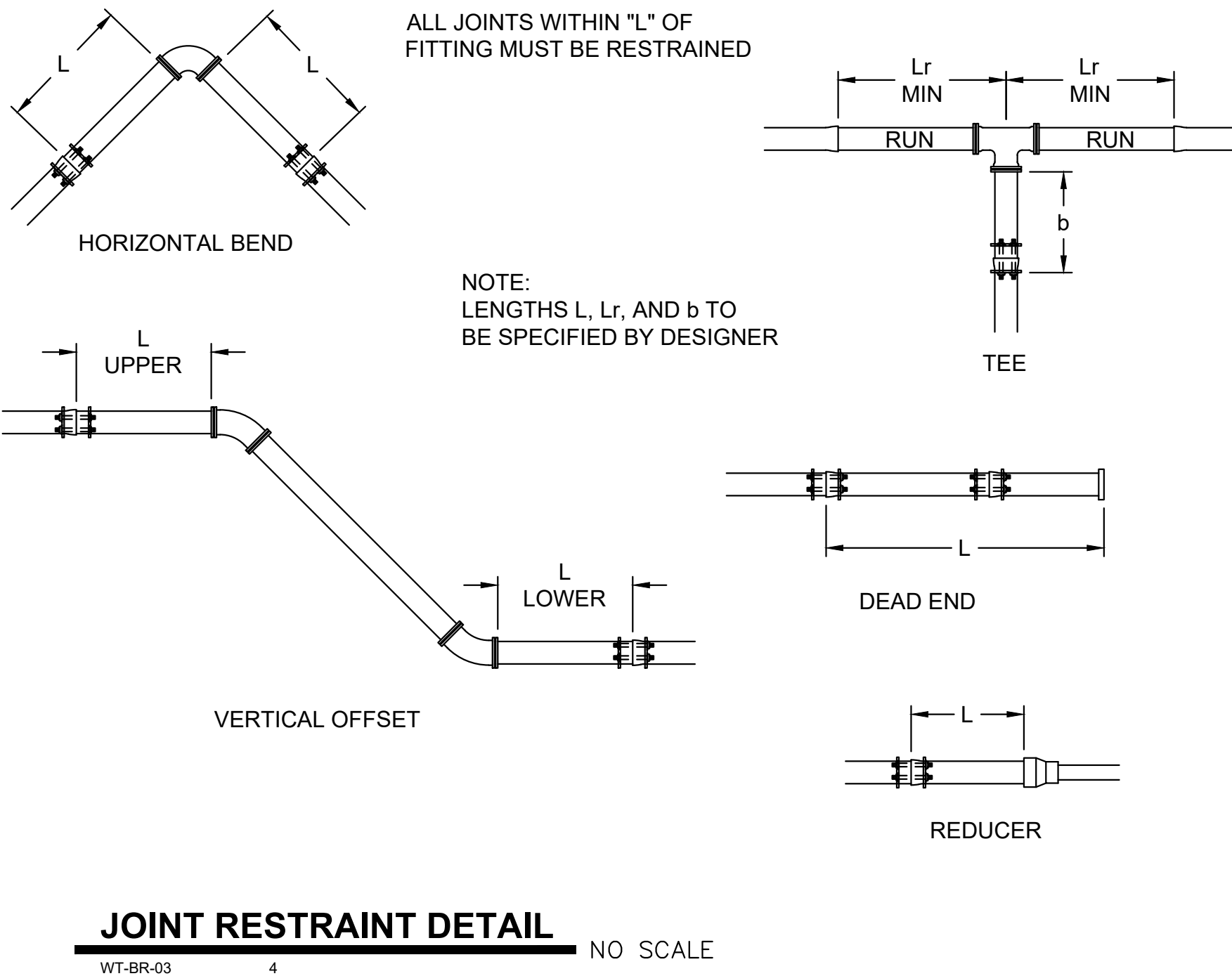
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SCALE:

SHEET TITLE:
PROPOSED WATER MAIN
PROFILE

DRAWING NUMBER:

C-701

TABLE 1				
Retaining Gland Restraint - Minimum Distances				
Refer to File No. 47A Standard Specifications for Sewer & Water Construction in Wisconsin				
Horizontal Bends			Joint Restraint Length (L) in Feet	
Material	Size	Angle (degrees)	Length (for each side)	
PVC	8"	11-1/4	3	
PVC	8"	22-1/2	5	
PVC	8"	45	11	
PVC	6"	11-1/4	2	
PVC	6"	22-1/2	4	
PVC	6"	45	8	
PVC	8"	90	25	
PVC	6"	90	19	
Dead End			Joint Restraint Length (L) in Feet	
Material	Size		Length	
PVC	8"		60	
PVC	6"		45	
Tees & Crosses			Joint Restraint Length (L) in Feet	
Material	Size	Main (Lr)	Branch (b)	
PVC	8" x 8"	5	17	
PVC	8" x 6"	5	37	
PVC	6" x 6"	5	24	
Reducer			Joint Restraint Length (L) in Feet	
Material	Size		Length	
PVC	8" x 6"		25	
Vertical Offset			Joint Restraint Length (L) in Feet	
Material	Size	Angle (degrees)	Upper	Lower
PVC	8"	11-1/4	12	4
PVC	8"	22-1/2	6	2
PVC	8"	45	25	7
PVC	6"	11-1/4	9	3
PVC	6"	22-1/2	5	2
PVC	6"	45	19	5
Notes:				
1) All joints within Length "L" of fitting must be restrained.				
2) Restraint lengths calculating using EBBA iron restrained length calculator, Version 5.				
3) Assumes: ML Soils - inorganic silts, very fine sands, rock flour, silty or clay fine sands (backfilled using native soil).				
4) Assumes: Trench Type 3				
5) Assumes: Depth of Bury to be 5 feet of cover.				
6) Assumes: Test Pressure of 150.				



SECTION
PRECAST REINFORCED CONCRETE
CATCH BASIN

CATCH BASIN DETAILS

STO-CB-03 16 NO SCALE

GENERAL NOTES:

DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND THE APPLICABLE SPECIAL PROVISIONS.

DETAILED DRAWINGS FOR PROPOSED ALTERNATE DESIGNS FOR UNDERGROUND DRAINAGE STRUCTURES SHALL BE SUBMITTED TO THE ENGINEER FOR APPROVAL PROVIDING THAT SUCH ALTERNATE DESIGNS MAKE PROVISIONS FOR EQUIVALENT CAPACITY AND STRENGTH.

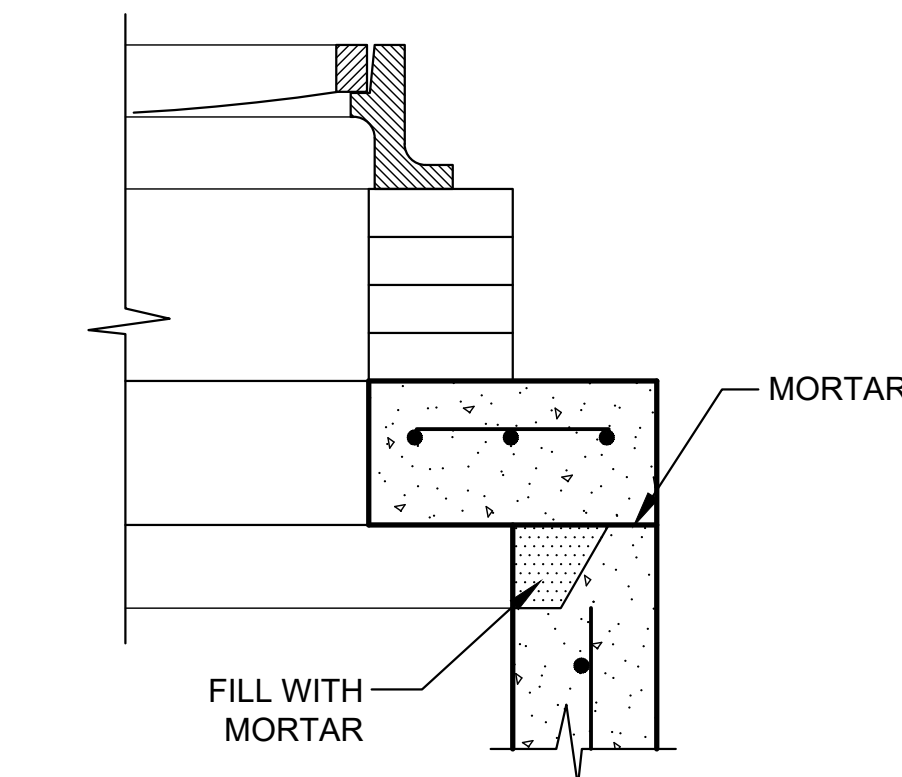
ALL PRECAST INLET UNITS SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF "AASHTO DESIGNATION M 199".

PRECAST REINFORCED BASES SHALL BE PLACED ON A BED OF MATERIAL AT LEAST 6" IN DEPTH, WHICH MEETS THE REQUIREMENTS FOR GRANULAR BACKFILL. THIS BEDDING SHALL BE COMPACTED AND PROVIDE UNIFORM SUPPORT FOR THE ENTIRE AREA OF THE BASE.

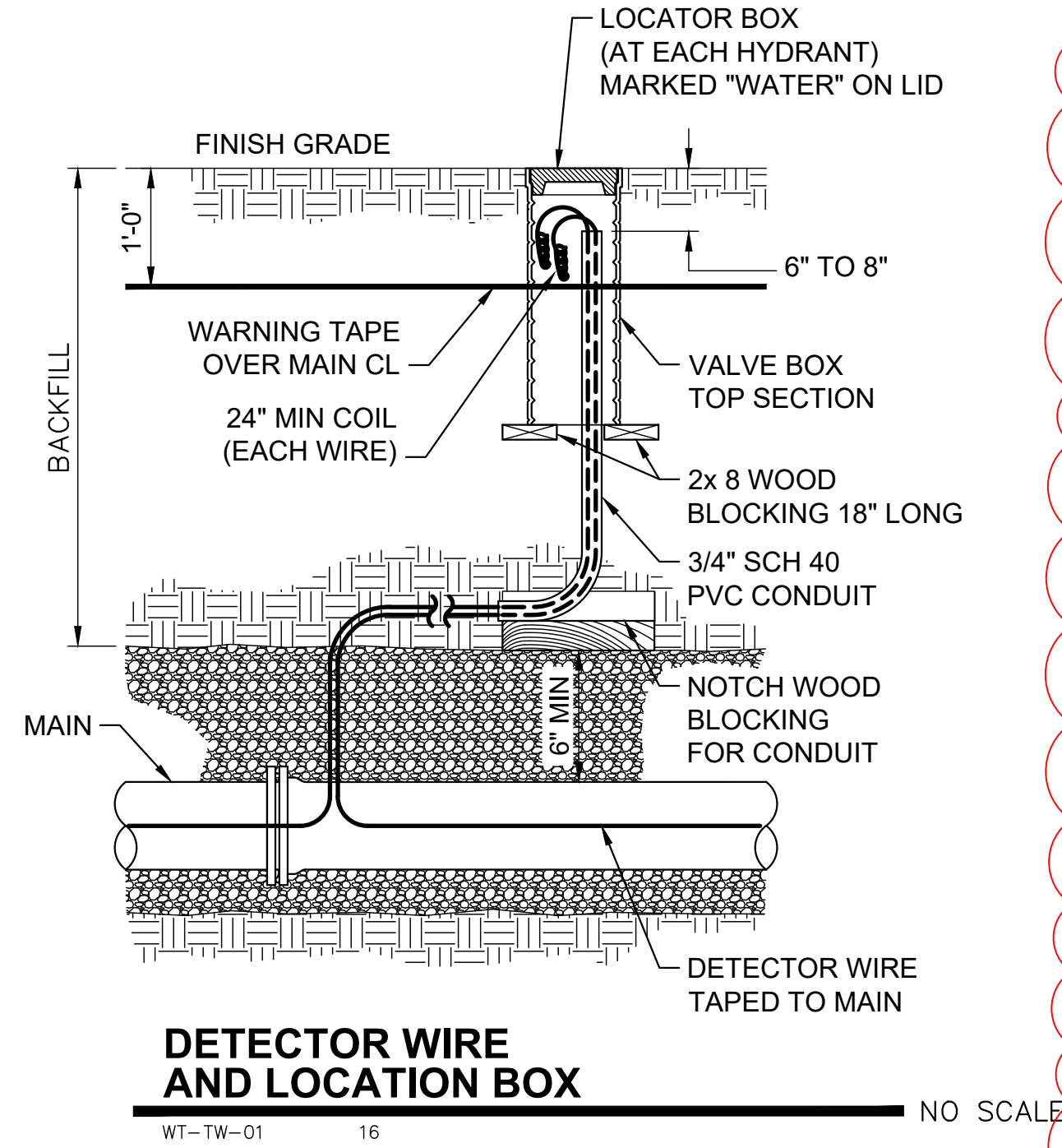
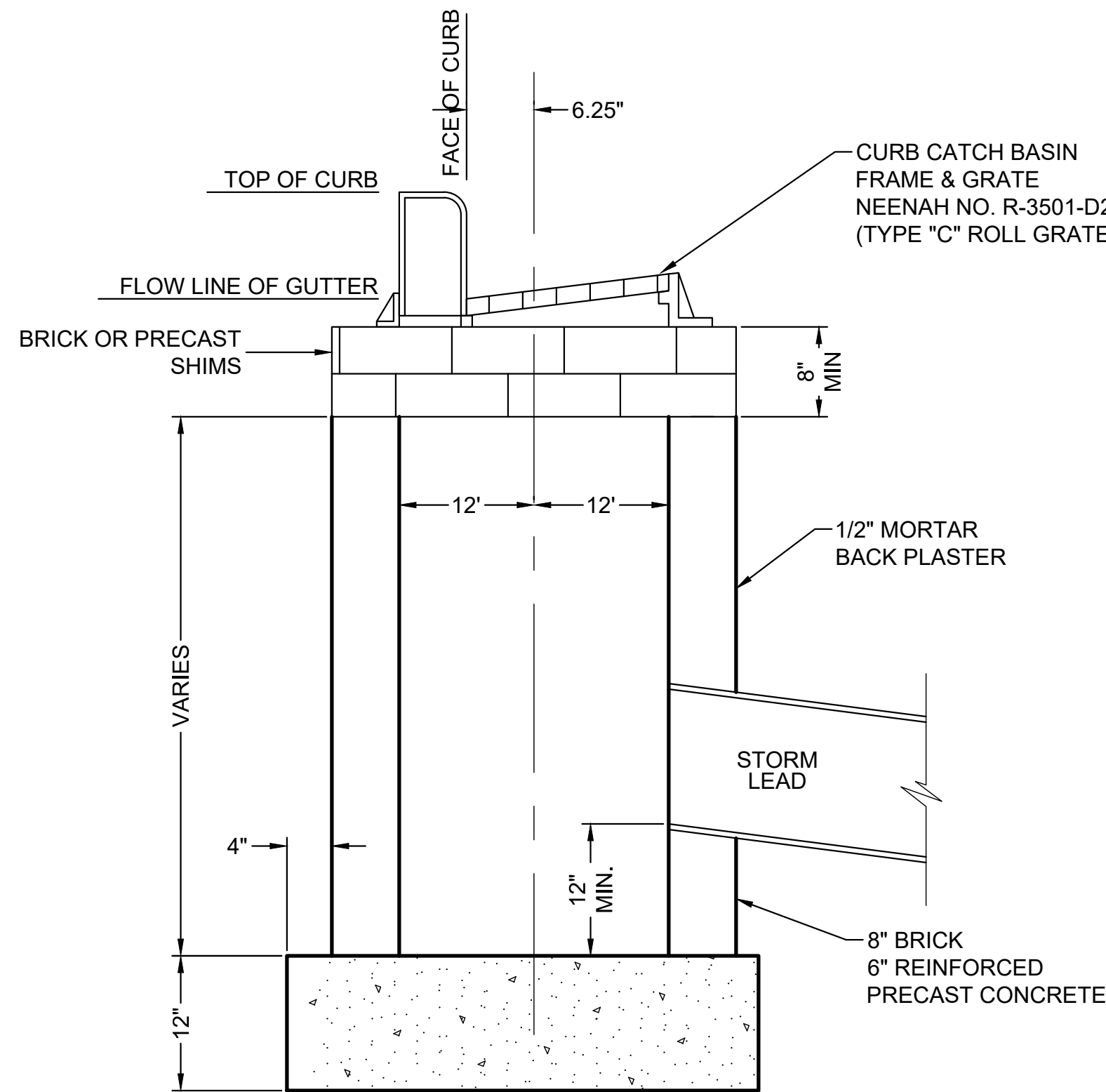
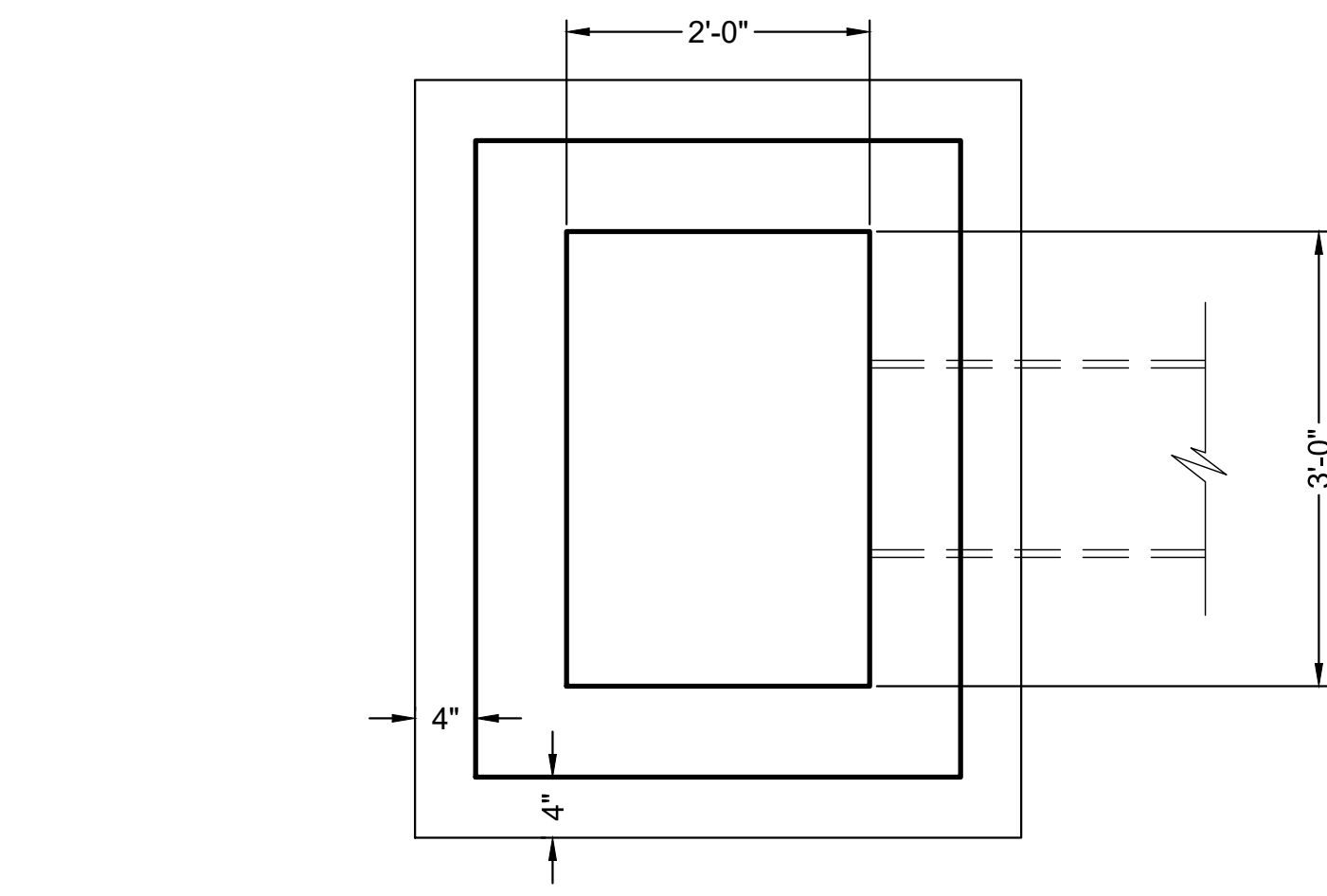
PRECAST REINFORCED CONCRETE FLAT SLAB TOPS MAY BE USED ON THE STRUCTURES. THE TOPS SHALL BE INSTALLED ON A BED OF MORTAR.

ALL BAR STEEL REINFORCEMENT SHALL BE EMBEDDED 2" CLEAR UNLESS OTHERWISE SHOWN OR NOTED.

PRECAST REINFORCED CONCRETE RISERS SHALL BE PLACED WITH TONGUE DOWN.

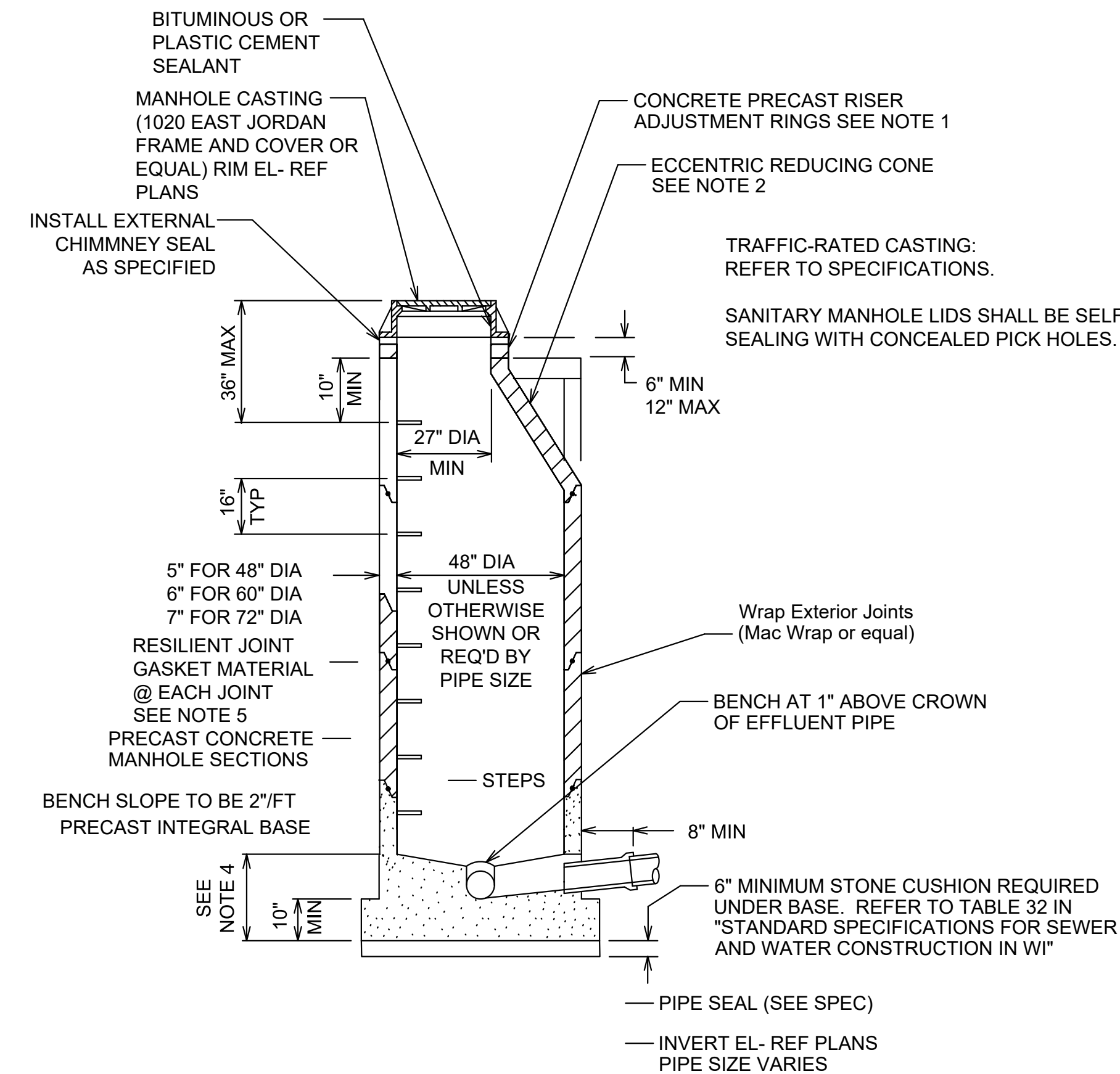


DETAIL "A"



STANDARD GATE VALVE
BOX SETTING

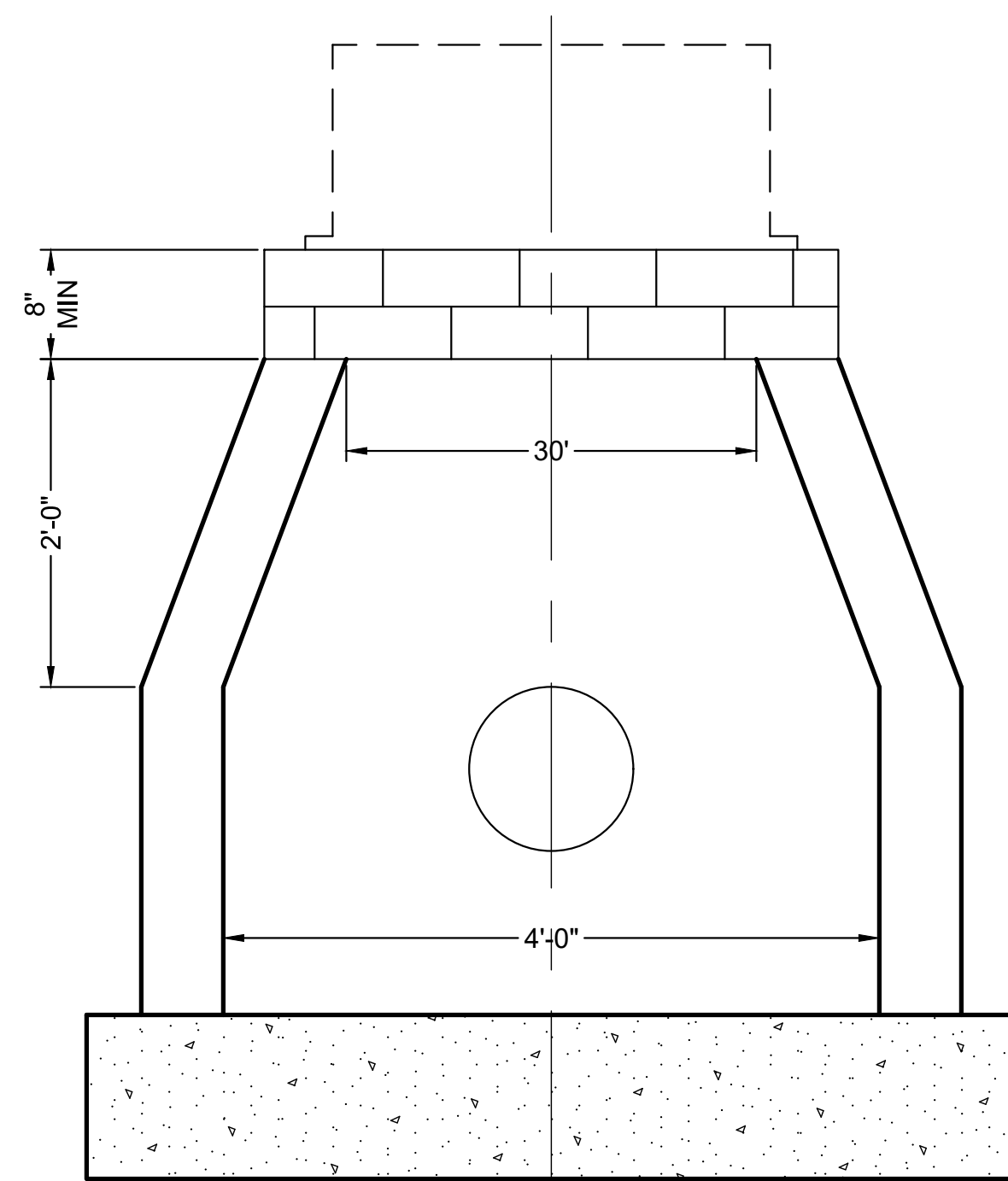
WT-WV-02 24 NO SCALE



- NOTES:
- ADJUST FRAME TO GRADE WITH A MINIMUM OF TWO (2) 2" TO 4" THK PRECAST CONCRETE RISER RINGS.
 - TOP CONE SECTION SHALL BE USED ON 48" DIA MANHOLES, UNLESS MINIMUM HEIGHT CONDITIONS REQUIRE A FLAT TOP REDUCING SLAB. REDUCING SLAB MAY BE USED ON MANHOLES 60" IN DIA OR LARGER.
 - CONCRETE FOR CAST-IN-PLACE BASE SECTIONS SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3000 PSI. THE MINIMUM CEMENT CONTENT SHALL BE 5 1/2 BAGS PER CUBIC YARD OF CONCRETE. REINFORCING STEEL SHALL MEET THE REQUIREMENTS OF ASTM A615 GRADE 60.
 - JOINTS SHALL BE WATERTIGHT AND SHALL BE MADE USING BUTYL RUBBER GASKETS AND SEALED EXTERNALLY USING MACWRAP OR APPROVED EQUAL.
 - CONCRETE BLOCK OR BRICK MANHOLES NOT ALLOWED.

SANITARY MANHOLE DETAIL TYPE 1

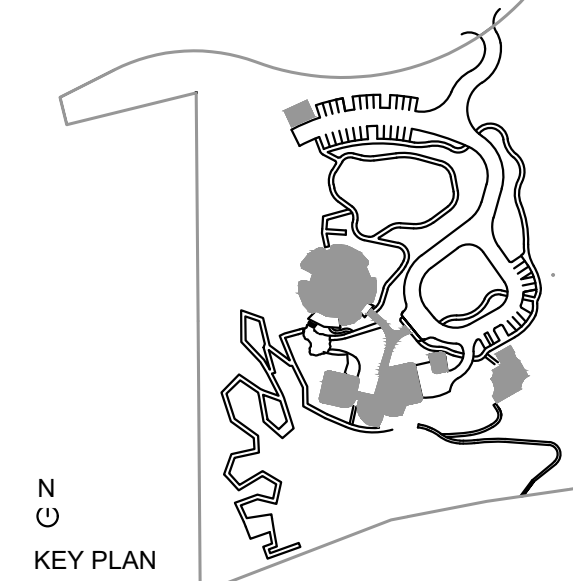
CyB-Manhole Type 1 - 04 NO SCALE



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KEY PLAN:



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NO.	ISSUED FOR	DATE
1	VILLAGE ZONING	8/4/2023
2	DESIGN DEVELOPMENT	9/8/2023
3	VILLAGE COMMENTS	9/15/2023
4	VILLAGE COMMENTS	10/20/2023

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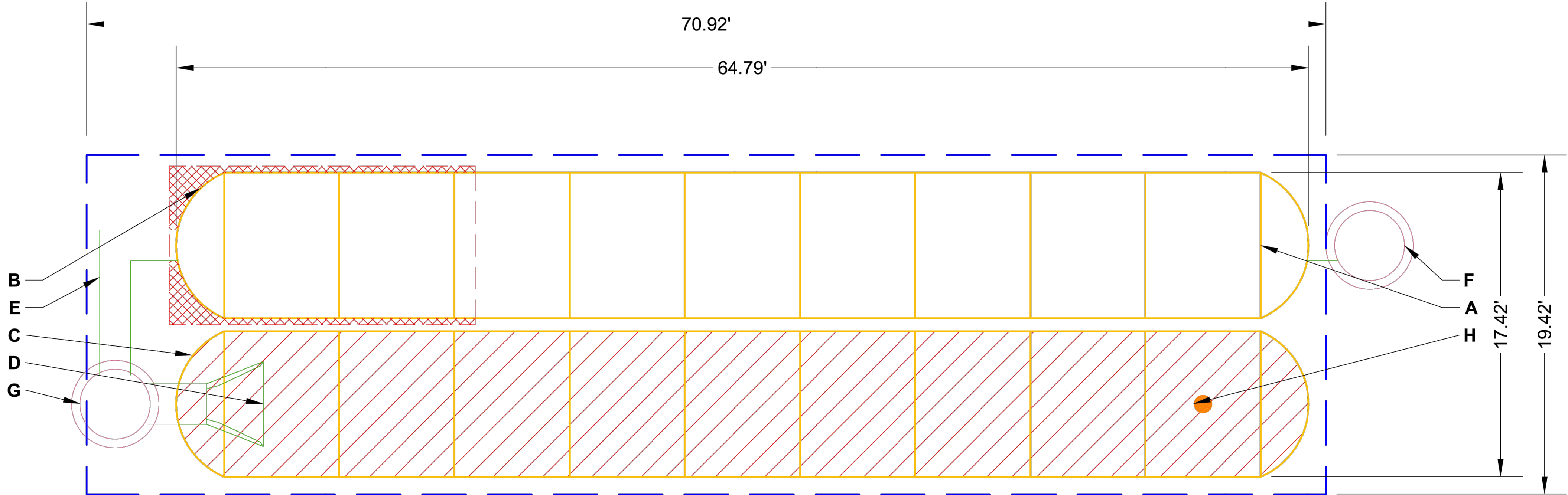
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DATE: 9/8/2023
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DRAWING NUMBER:

C-001

PROPOSED LAYOUT		PROPOSED ELEVATIONS:		*INVERT ABOVE BASE OF CHAMBER					
				PART TYPE	ITEM ON LAYOUT	DESCRIPTION	INVERT*	MAX FLOW	
18	STORMTECH MC-7200 CHAMBERS	MAXIMUM ALLOWABLE GRADE (TOP OF PAVEMENT/UNPAVED):	928.00						
4	STORMTECH MC-7200 END CAPS	MINIMUM ALLOWABLE GRADE (UNPAVED WITH TRAFFIC):	923.50						
12	STONE ABOVE (in)	MINIMUM ALLOWABLE GRADE (UNPAVED NO TRAFFIC):	923.00	PREFABRICATED END CAP	A	18" BOTTOM PARTIAL CUT END CAP, PART#: MC7200IEPP18B / TYP OF ALL 18" BOTTOM CONNECTIONS	1.97"		
9	STONE BELOW (in)	MINIMUM ALLOWABLE GRADE (TOP OF RIGID CONCRETE PAVEMENT):	923.00	PREFABRICATED END CAP	B	18" TOP PARTIAL CUT END CAP, PART#: MC7200IEPP18T / TYP OF ALL 18" TOP CONNECTIONS	29.36"		
40	STONE VOID	MINIMUM ALLOWABLE GRADE (BASE OF FLEXIBLE PAVEMENT):	923.00						
5713	INSTALLED SYSTEM VOLUME (CF) (PERIMETER STONE INCLUDED) (COVER STONE INCLUDED) (BASE STONE INCLUDED)	TOP OF STONE:	922.00	PREFABRICATED END CAP	C	24" BOTTOM PARTIAL CUT END CAP, PART#: MC7200IEPP24B / TYP OF ALL 24" BOTTOM CONNECTIONS AND ISOLATOR PLUS ROWS	2.26"		
		TOP OF MC-7200 CHAMBER:	921.00						
		18" x 18" TOP MANIFOLD INVERT:	918.45	FLAMP	D	INSTALL FLAMP ON 24" ACCESS PIPE / PART#: MCFLAMP			
		24" ISOLATOR ROW PLUS INVERT:	916.19	MANIFOLD	E	18" x 18" TOP MANIFOLD. ADS N-12	29.36"		
		18" BOTTOM CONNECTION INVERT:	916.16	CONCRETE STRUCTURE	F	OCS (DESIGN BY ENGINEER / PROVIDED BY OTHERS)		4.0 CFS OUT	
1377	SYSTEM AREA (SF)	18" BOTTOM CONNECTION INVERT:	916.00	CONCRETE STRUCTURE	G	(DESIGN BY ENGINEER / PROVIDED BY OTHERS)		5.5 CFS IN	
180.7	SYSTEM PERIMETER (ft)	BOTTOM OF MC-7200 CHAMBER:							
		BOTTOM OF STONE:	915.25	INSPECTION PORT	H	4" SEE DETAIL			



- ISOLATOR ROW PLUS (SEE DETAIL)
- PLACE MINIMUM 17.50' OF ADSP175 WOVEN GEOTEXTILE OVER BEDDING STONE AND UNDERNEATH CHAMBER FEET FOR SCOUR PROTECTION AT ALL CHAMBER INLET ROWS
- BED LIMITS

NOTES

- MANIFOLD SIZE TO BE DETERMINED BY SITE DESIGN ENGINEER. SEE TECH NOTE #6.32 FOR MANIFOLD SIZING GUIDANCE.
- DUE TO THE ADAPTATION OF THIS CHAMBER SYSTEM TO SPECIFIC SITE AND DESIGN CONSTRAINTS, IT MAY BE NECESSARY TO CUT AND COUPLE ADDITIONAL PIPE TO STANDARD MANIFOLD COMPONENTS IN THE FIELD.
- THE SITE DESIGN ENGINEER MUST REVIEW ELEVATIONS AND IF NECESSARY ADJUST GRADING TO ENSURE THE CHAMBER COVER REQUIREMENTS ARE MET.
- THIS CHAMBER SYSTEM WAS DESIGNED WITHOUT SITE-SPECIFIC INFORMATION ON SOIL CONDITIONS OR BEARING CAPACITY. THE SITE DESIGN ENGINEER IS RESPONSIBLE FOR DETERMINING THE SUITABILITY OF THE SOIL AND PROVIDING THE BEARING CAPACITY OF THE INSITU SOILS. THE BASE STONE DEPTH MAY BE INCREASED OR DECREASED ONCE THIS INFORMATION IS PROVIDED.
- NOT FOR CONSTRUCTION:** THIS LAYOUT IS FOR DIMENSIONAL PURPOSES ONLY TO PROVE CONCEPT & THE REQUIRED STORAGE VOLUME CAN BE ACHIEVED ON SITE.

WOMEN'S LEADERSHIP CENTER
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WILLIAMS BAY, WI, USA
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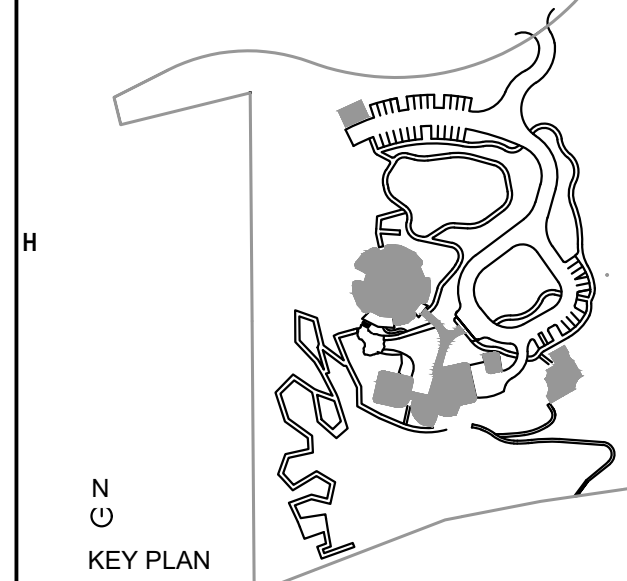
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SHEET
2 OF 5

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KEY PLAN:



SEAL:

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4	VILLAGE COMMENTS
3	VILLAGE COMMENTS
2	DESIGN DEVELOPMENT
1	VILLAGE ZONING
NO.	ISSUED FOR
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PROJECT NO.:
DRAWN: GSD
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DRAWING NUMBER:

C-803

ACCEPTABLE FILL MATERIALS: STORMTECH MC-7200 CHAMBER SYSTEMS															
MATERIAL LOCATION		DESCRIPTION	AASHTO MATERIAL CLASSIFICATIONS	COMPACTION / DENSITY REQUIREMENT											
D	FINAL FILL: FILL MATERIAL FOR LAYER 'D' STARTS FROM THE TOP OF THE 'C' LAYER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR UNPAVED FINISHED GRADE ABOVE. NOTE THAT PAVEMENT SUBBASE MAY BE PART OF THE 'D' LAYER	ANY SOIL/ROCK MATERIALS, NATIVE SOILS, OR PER ENGINEER'S PLANS. CHECK PLANS FOR PAVEMENT SUBGRADE REQUIREMENTS.	N/A	PREPARE PER SITE DESIGN ENGINEER'S PLANS. PAVED INSTALLATIONS MAY HAVE STRINGENT MATERIAL AND PREPARATION REQUIREMENTS.											
C	INITIAL FILL: FILL MATERIAL FOR LAYER 'C' STARTS FROM THE TOP OF THE EMBEDMENT STONE ('B' LAYER) TO 24" (600 mm) ABOVE THE TOP OF THE CHAMBER. NOTE THAT PAVEMENT SUBBASE MAY BE A PART OF THE 'C' LAYER.	GRANULAR WELL-GRADED SOIL/AGGREGATE MIXTURES, <35% FINES OR PROCESSED AGGREGATE. MOST PAVEMENT SUBBASE MATERIALS CAN BE USED IN LIEU OF THIS LAYER.	AASHTO M145 ¹ A-1, A-2-4, A-3 OR AASHTO M43 ¹ 3, 357, 4, 467, 5, 56, 57, 6, 67, 68, 7, 78, 8, 89, 9, 10	BEGIN COMPACTIONS AFTER 24" (600 mm) OF MATERIAL OVER THE CHAMBERS IS REACHED. COMPACT ADDITIONAL LAYERS IN 12" (300 mm) MAX LIFTS TO A MIN. 95% PROCTOR DENSITY FOR WELL GRADED MATERIAL AND 95% RELATIVE DENSITY FOR PROCESSED AGGREGATE MATERIALS.											
B	EMBEDMENT STONE: FILL SURROUNDING THE CHAMBERS FROM THE FOUNDATION STONE ('A' LAYER) TO THE 'C' LAYER ABOVE.	CLEAN, CRUSHED, ANGULAR STONE	AASHTO M43 ¹ 3, 4	NO COMPACTION REQUIRED.											
A	FOUNDATION STONE: FILL BELOW CHAMBERS FROM THE SUBGRADE UP TO THE FOOT (BOTTOM) OF THE CHAMBER.	CLEAN, CRUSHED, ANGULAR STONE	AASHTO M43 ¹ 3, 4	PLATE COMPACT OR ROLL TO ACHIEVE A FLAT SURFACE. ^{2,3}											
PLEASE NOTE: 1. THE LISTED AASHTO DESIGNATIONS ARE FOR GRADATIONS ONLY. THE STONE MUST ALSO BE CLEAN, CRUSHED, ANGULAR. FOR EXAMPLE, A SPECIFICATION FOR #4 STONE WOULD STATE: "CLEAN, CRUSHED, ANGULAR NO. 4 (AASHTO M43) STONE". 2. STORMTECH COMPACTION REQUIREMENTS ARE MET FOR 'A' LOCATION MATERIALS WHEN PLACED AND COMPACTED IN 9" (230 mm) (MAX) LIFTS USING TWO FULL COVERAGES WITH A VIBRATORY COMPACTOR. 3. WHERE INFILTRATION SURFACES MAY BE COMPROMISED BY COMPACTION, FOR STANDARD DESIGN LOAD CONDITIONS, A FLAT SURFACE MAY BE ACHIEVED BY RAKING OR DRAGGING WITHOUT COMPACTION EQUIPMENT. FOR SPECIAL LOAD DESIGNS, CONTACT STORMTECH FOR COMPACTION REQUIREMENTS. 4. ONCE LAYER 'C' IS PLACED, ANY SOIL/MATERIAL CAN BE PLACED IN LAYER 'D' UP TO THE FINISHED GRADE. MOST PAVEMENT SUBBASE SOILS CAN BE USED TO REPLACE THE MATERIAL REQUIREMENTS OF LAYER 'C' OR 'D' AT THE SITE DESIGN ENGINEER'S DISCRETION.															
The diagram illustrates the cross-section of the StormTech MC-7200 Chamber System. It shows four distinct layers: A (Foundation Stone), B (Embedment Stone), C (Initial Fill), and D (Final Fill). The chambers are installed within these layers. Key components and dimensions include: Perimeter Stone: Indicated by a callout pointing to the outer edge of the chamber assembly. Excavation Wall: Shown as a sloped or vertical wall on the left side of the chamber. ADS Geosynthetics 601T Non-Woven Geotextile: A layer surrounding the clean, crushed, angular stone in layers A and B. MC-7200 End Cap: A component at the bottom of the chamber. Subgrade Soils: Indicated by a callout pointing to the base layer. Pavement Layer: Designed by the site design engineer, located above layer D. Dimensions: - Layer A: 60" (1525 mm) thick. - Layer B: 12" (300 mm) MIN thick. - Layer C: 24" (600 mm) MIN thick. - Layer D: 7.0' (2.1 m) MAX thick. - Chamber width: 100" (2540 mm). - Chamber height: 9" (230 mm) MIN. - Foundation stone depth: 12" (300 mm) MIN.															
NOTES: 1. CHAMBERS SHALL MEET THE REQUIREMENTS OF ASTM F2418, "STANDARD SPECIFICATION FOR POLYPROPYLENE (PP) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS" CHAMBER CLASSIFICATION 60x101 2. MC-7200 CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2787 "STANDARD PRACTICE FOR STRUCTURAL DESIGN OF THERMOPLASTIC CORRUGATED WALL STORMWATER COLLECTION CHAMBERS". 3. THE SITE DESIGN ENGINEER IS RESPONSIBLE FOR ASSESSING THE BEARING RESISTANCE (ALLOWABLE BEARING CAPACITY) OF THE SUBGRADE SOILS AND THE DEPTH OF FOUNDATION STONE WITH CONSIDERATION FOR THE RANGE OF EXPECTED SOIL MOISTURE CONDITIONS. 4. PERIMETER STONE MUST BE EXTENDED HORIZONTALLY TO THE EXCAVATION WALL FOR BOTH VERTICAL AND SLOPED EXCAVATION WALLS. 5. REQUIREMENTS FOR HANDLING AND INSTALLATION: - TO MAINTAIN THE WIDTH OF CHAMBERS DURING SHIPPING AND HANDLING, CHAMBERS SHALL HAVE INTEGRAL, INTERLOCKING STACKING LUGS. - TO ENSURE A SECURE JOINT DURING INSTALLATION AND BACKFILL, THE HEIGHT OF THE CHAMBER JOINT SHALL NOT BE LESS THAN 3". - TO ENSURE THE INTEGRITY OF THE ARCH SHAPE DURING INSTALLATION, a) THE ARCH STIFFNESS CONSTANT SHALL BE GREATER THAN OR EQUAL TO 450 LBS/FT/%. THE ASC IS DEFINED IN SECTION 6.2.8 OF ASTM F2418. AND b) TO RESIST CHAMBER DEFORMATION DURING INSTALLATION AT ELEVATED TEMPERATURES (ABOVE 73° F / 23° C), CHAMBERS SHALL BE PRODUCED FROM REFLECTIVE GOLD OR YELLOW COLORS.															
		4640 TRUEMAN BLVD HILLIARD, OH 43026 1-800-733-7473		StormTech® Chamber System		888-892-2694 WWW.STORMTECH.COM		WOMEN'S LEADERSHIP CENTER WILLIAMS BAY, WI, USA DRAWN: JN CHECKED: N/A							
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C-804



STEP 1) INSPECT ISOLATOR ROW PLUS FOR SEDIMENT

- A. INSPECTION PORTS (IF PRESENT)
 - A.1. REMOVE/OPEN LID ON NYLOPLAST INLINE DRAIN
 - A.2. REMOVE AND CLEAN FLEXSTORM FILTER IF INSTALLED
 - A.3. USING A FLASHLIGHT AND STADIA ROD, MEASURE DEPTH OF SEDIMENT AND RECORD ON MAINTENANCE LOG
 - A.4. LOWER A CAMERA INTO ISOLATOR ROW PLUS FOR VISUAL INSPECTION OF SEDIMENT LEVELS (OPTIONAL)
 - A.5. IF SEDIMENT IS AT, OR ABOVE, 3" (80 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.
- B. ALL ISOLATOR ROW PLUS
 - B.1. REMOVE COVER FROM STRUCTURE AT UPSTREAM END OF ISOLATOR ROW PLUS
 - B.2. USING A FLASHLIGHT, INSPECT DOWN THE ISOLATOR ROW PLUS THROUGH OUTLET PIPE
 - i) MIRRORS ON POLES OR CAMERAS MAY BE USED TO AVOID A CONFINED SPACE ENTRY
 - ii) FOLLOW OSHA REGULATIONS FOR CONFINED SPACE ENTRY IF ENTERING MANHOLE
 - B.3. IF SEDIMENT IS AT, OR ABOVE, 3" (80 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.

STEP 2) CLEAN OUT ISOLATOR ROW PLUS USING THE JETVAC PROCESS

- A. A FIXED CULVERT CLEANING NOZZLE WITH REAR FACING SPREAD OF 45" (1.1 m) OR MORE IS PREFERRED
- B. APPLY MULTIPLE PASSES OF JETVAC UNTIL BACKFLUSH WATER IS CLEAN
- C. VACUUM STRUCTURE SUMP AS REQUIRED

STEP 3) REPLACE ALL COVERS, GRATES, FILTERS, AND LIDS; RECORD OBSERVATIONS AND ACTIONS.

STEP 4) INSPECT AND CLEAN BASINS AND MANHOLES UPSTREAM OF THE STORMTECH SYSTEM.

1. INSPECT EVERY 6 MONTHS DURING THE FIRST YEAR OF OPERATION. ADJUST THE INSPECTION INTERVAL BASED ON PREVIOUS OBSERVATIONS OF SEDIMENT ACCUMULATION AND HIGH WATER ELEVATIONS.
2. CONDUCT JETTING AND VACTORING ANNUALLY OR WHEN INSPECTION SHOWS THAT MAINTENANCE IS NECESSARY.



NTS

SHEET
4 OF 5

C-805

SIZE (W X H X INSTALLED LENGTH)	100.0" X 60.0" X 79.1"	(2540 mm X 1524 mm X 2010 mm)
CHAMBER STORAGE	175.9 CUBIC FEET	(4.98 m ³)
MINIMUM INSTALLED STORAGE*	267.3 CUBIC FEET	(7.56 m ³)
WEIGHT (NOMINAL)	205 lbs.	(92.9 kg)

SIZE (W X H X INSTALLED LENGTH)	90.0" X 61.0" X 32.8"	(2286 mm X 1549 mm X 833 mm)
END CAP STORAGE	39.5 CUBIC FEET	(1.12 m³)
MINIMUM INSTALLED STORAGE*	115.3 CUBIC FEET	(3.26 m³)
WEIGHT (NOMINAL)	90 lbs.	(40.8 kg)

*ASSUMES 12" (305 mm) STONE ABOVE, 9" (229 mm) STONE FOUNDATION AND BETWEEN CHAMBERS
12" (305 mm) STONE PERIMETER IN FRONT OF END CAPS AND 40% STONE POROSITY.

PARTIAL CUT HOLES AT BOTTOM OF END CAP FOR PART NUMBERS ENDING WITH "B"
PARTIAL CUT HOLES AT TOP OF END CAP FOR PART NUMBERS ENDING WITH "T"
END CAPS WITH A PREFABRICATED WELDED STUB END WITH "W"

PART #	STUB	B	C
MC7200IEPP06T	6" (150 mm)	42.54" (1081 mm)	---
MC7200IEPP06B		---	0.86" (22 mm)
MC7200IEPP08T		8" (200 mm)	40.50" (1029 mm)
MC7200IEPP08B	---		1.01" (26 mm)
MC7200IEPP10T	10" (250 mm)		38.37" (975 mm)
MC7200IEPP10B		---	1.33" (34 mm)
MC7200IEPP12T		12" (300 mm)	35.69" (907 mm)
MC7200IEPP12B	---		1.55" (39 mm)
MC7200IEPP15T	15" (375 mm)		32.72" (831 mm)
MC7200IEPP15B		---	1.70" (43 mm)
MC7200IEPP18T		18" (450 mm)	29.36" (746 mm)
MC7200IEPP18TW	---		1.97" (50 mm)
MC7200IEPP18B			
MC7200IEPP18BW			
MC7200IEPP24T	24" (600 mm)	23.05" (585 mm)	---
MC7200IEPP24TW		---	2.26" (57 mm)
MC7200IEPP24B			
MC7200IEPP24BW			
MC7200IEPP30BW	30" (750 mm)	---	2.95" (75 mm)
MC7200IEPP36BW	36" (900 mm)	---	3.25" (83 mm)
MC7200IEPP42BW	42" (1050 mm)	---	3.55" (90 mm)

NOTE: ALL DIMENSIONS ARE NOMINAL

NTS

STORMTECH END CAP

12" (300 mm) MIN INSERTION

MANIFOLD STUB

MANIFOLD HEADER

12" (300 mm) MIN SEPARATION

MANIFOLD HEADER

MANIFOLD STUB

12" (300 mm) MIN SEPARATION

12" (300 mm) MIN INSERTION

NOTE: MANIFOLD STUB MUST BE LAID HORIZONTAL FOR A PROPER FIT IN END CAP OPENING.

MC7200IEPP18TW	18" (450 mm)	29.36" (746 mm)	---	CUSTOM PREFABRICATED INVERTS ARE AVAILABLE UPON REQUEST. INVENTORIED MANIFOLDS INCLUDE 12-24" (300-600 mm) SIZE ON SIZE AND 15-48" (375-1200 mm) ECCENTRIC MANIFOLDS. CUSTOM INVERT LOCATIONS ON THE MC-7200 END CAP CUT IN THE FIELD ARE NOT RECOMMENDED FOR PIPE SIZES GREATER THAN 10" (250 mm). THE INVERT LOCATION IN COLUMN 'B' ARE THE HIGHEST POSSIBLE FOR THE PIPE SIZE.
MC7200IEPP18B		---	1.97" (50 mm)	
MC7200IEPP18BW		---	---	
MC7200IEPP24T	24" (600 mm)	23.05" (585 mm)	---	
MC7200IEPP24TW		---	---	
MC7200IEPP24B		---	2.26" (57 mm)	
MC7200IEPP24BW		---	---	
MC7200IEPP30BW	30" (750 mm)	---	2.95" (75 mm)	
MC7200IEPP36BW	36" (900 mm)	---	3.25" (83 mm)	
MC7200IEPP42BW	42" (1050 mm)	---	3.55" (90 mm)	

NOTE: ALL DIMENSIONS ARE NOMINAL

DATE:	DRAWN: JN
PROJECT #:	CHECKED: N/A
REVIEW THIS DRAWING PRIOR TO CONSTRUCTION. IT IS THE ULTIMATE	

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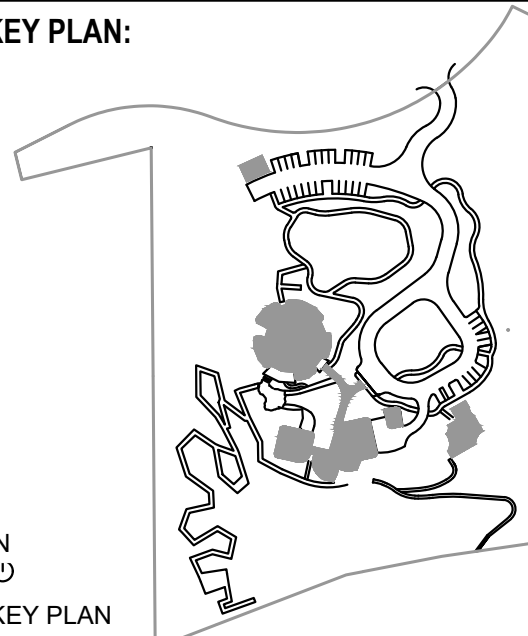
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KEY PLAN:



SEAL:

4	VILLAGE COMMENTS		10/20/2023
3	VILLAGE COMMENTS		9/15/2023
2	DESIGN DEVELOPMENT		9/8/2023
1	VILLAGE ZONING		8/4/2023
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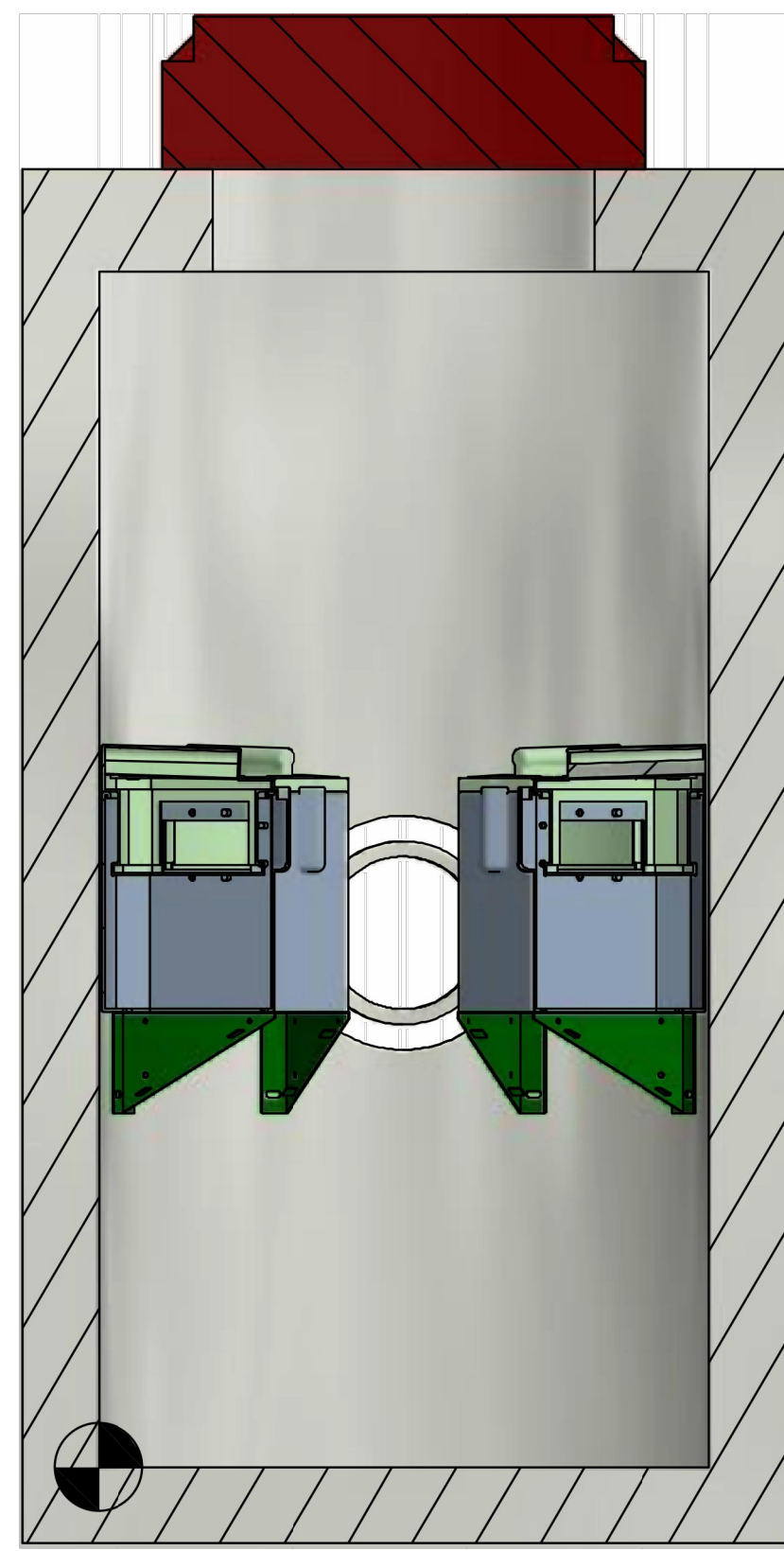
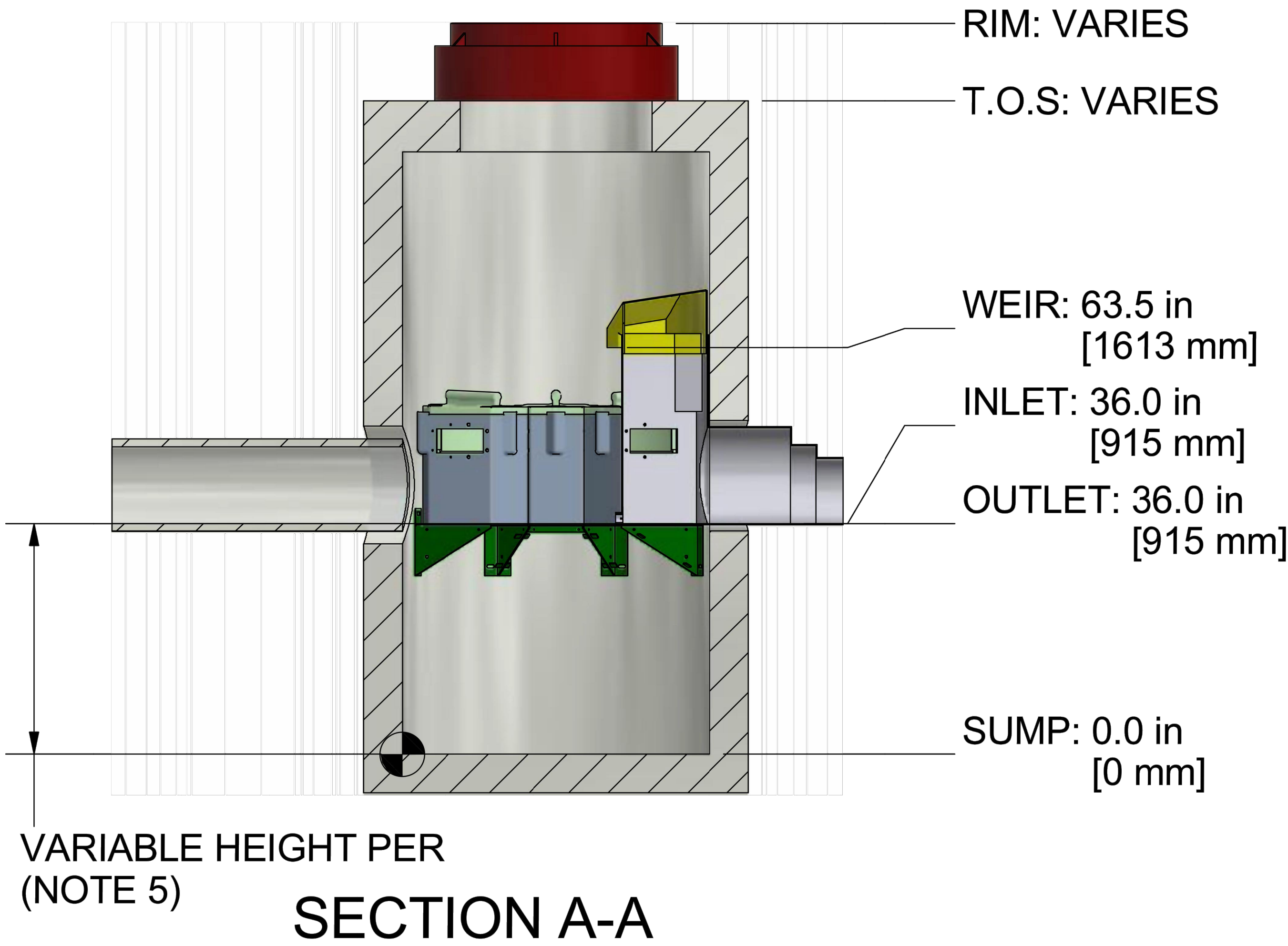
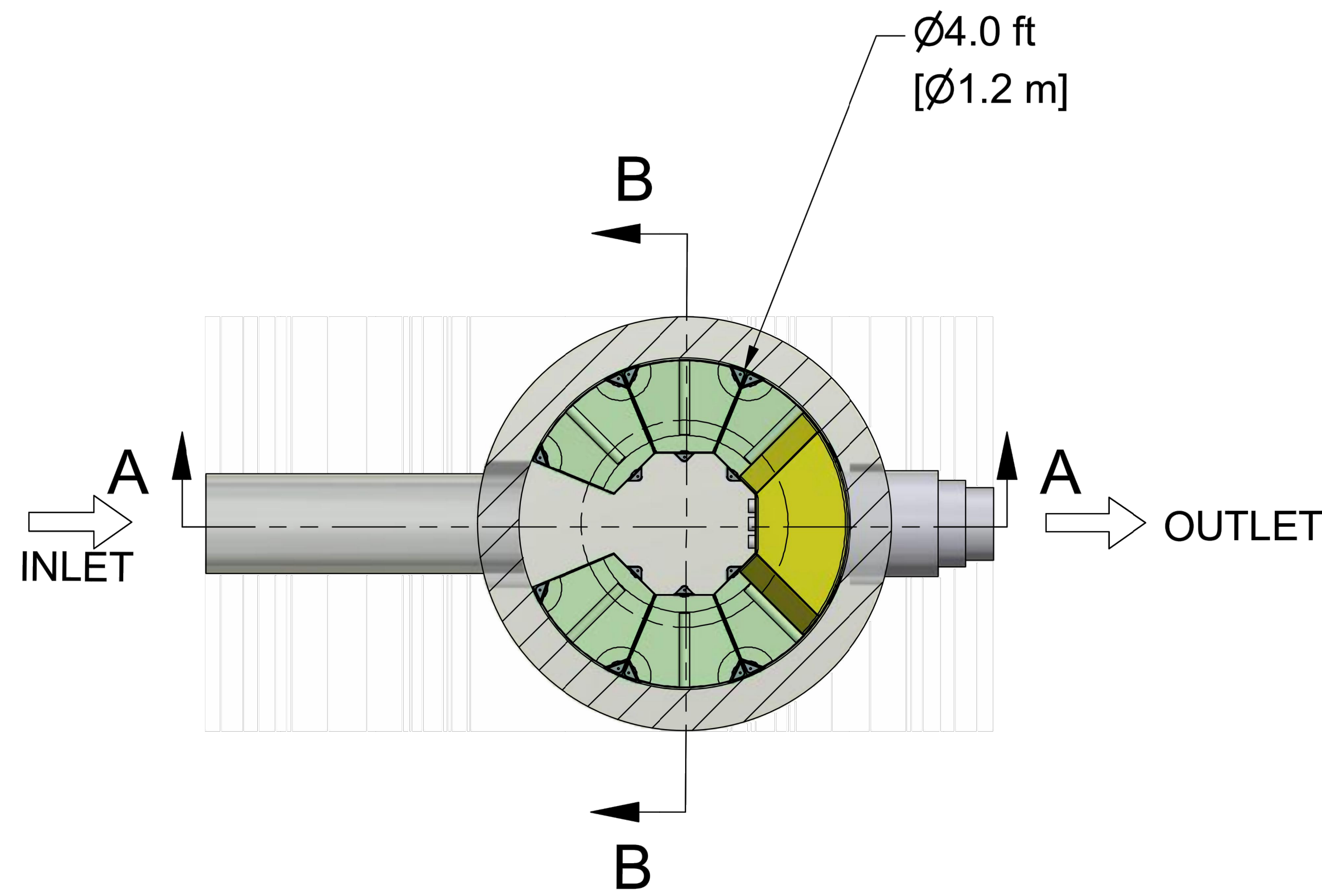
THRESHOLD ACOUSTICS
ACOUSTICS AND AV
141 W Jackson Blvd
Suite 2080
Chicago, IL 60604
T 608.897.8

PROJECT NO. :	
DRAWN: GGD	DATE: 9/8/2023
CHECKED: VVR	SCALE:

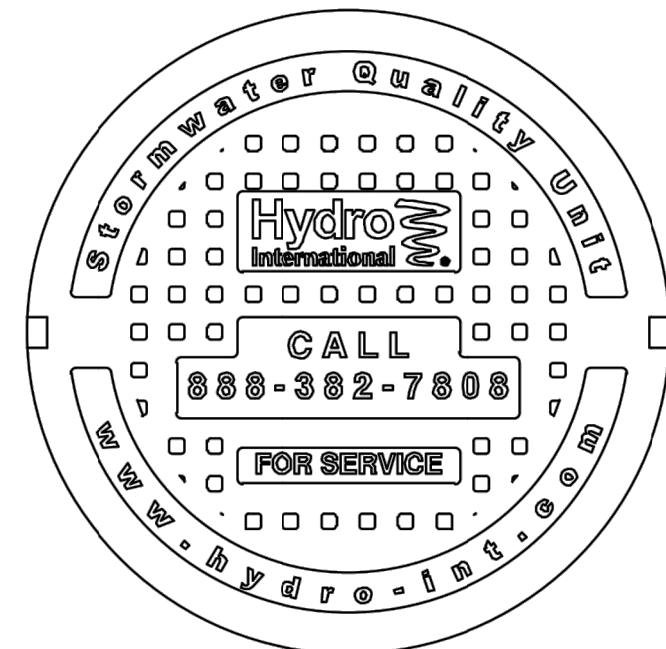
SHEET TITLE:
CONSTRUCTION DETAILS

DRAWING NUMBER

C-806



SECTION B-B



CAPACITIES:

- Minimum performance: 80% removal. Washington DOE/NJCAT verified at the peak treatment flow.
- Peak treatment flow:
 - .033 CFS (0.9 LPS) (15 GPM) per module (Ribbons)
 - .022 CFS (0.6 LPS) (10 GPM) per module (Long Ribbons)
 - .056 CFS (1.6 LPS) (25 GPM) per module (CPZ)
- Maximum number of ribbon modules per outlet module: 36
- Maximum number of CPZ modules per outlet module: 18 (contract Hydro if more are required)

ADDITIONAL DESIGN INFORMATION:

- Normal operating W.S.E. is 26-30" (660-762mm) above the outlet invert
- Media Types Available: Ribbons, CPZ

ANY WARRANTY GIVEN BY HYDRO INTERNATIONAL WILL APPLY ONLY TO THOSE ITEMS SUPPLIED BY IT. ACCORDINGLY HYDRO INTERNATIONAL CANNOT ACCEPT ANY RESPONSIBILITY FOR ANY STRUCTURE, PLANT, OR EQUIPMENT, (OR THE PERFORMANCE THERE OF) DESIGNED, BUILT, MANUFACTURED, OR SUPPLIED BY ANY THIRD PARTY. HYDRO INTERNATIONAL HAVE A POLICY OF CONTINUOUS DEVELOPMENT AND RESERVE THE RIGHT TO AMEND THE SPECIFICATION. HYDRO INTERNATIONAL CANNOT ACCEPT LIABILITY FOR PERFORMANCE OF ITS EQUIPMENT, (OR ANY PART THEREOF), IF THE EQUIPMENT IS SUBJECT TO CONDITIONS OUTSIDE ANY DESIGN SPECIFICATION. HYDRO INTERNATIONAL OWNS THE COPYRIGHT OF THIS DRAWING, WHICH IS SUPPLIED IN CONFIDENCE. IT MUST NOT BE USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT IS SUPPLIED AND MUST NOT BE REPRODUCED, IN WHOLE OR IN PART, WITHOUT PRIOR PERMISSION IN WRITING FROM HYDRO INTERNATIONAL.

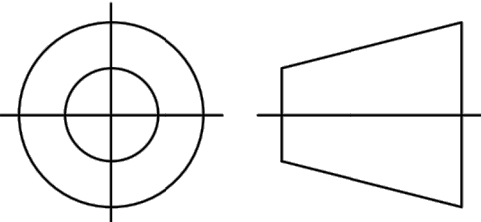
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DO NOT SCALE DRAWING

UNLESS OTHERWISE SPECIFIED, DIMENSIONS ARE IN INCHES.

TOLERANCES ARE:
FRACTIONS ± 1/16
DECIMALS:
X.X ± .06
X.XX ± .03
X.XXX ± .015
ANGLES: ± .5°

PROJECTION



COMMENTS:

- STRUCTURE WALL AND SLAB THICKNESSES ARE NOT TO SCALE
- CONTACT HYDRO INTERNATIONAL FOR A BOTTOM OF STRUCTURE ELEVATION PRIOR TO SETTING THE STRUCTURE
- NOT FOR CONSTURCION CONTACT HYDRO FOR SITE SPECIFIC DRAWING
- NOT ALL SIZES AVAILABLE IN ALL AREAS
- SUMP DEPTH AVAILABLE IN 24" (610mm) CPZ, RIBBONS AND 36" (914mm) LONG RIBBONS DEPTH

REVISION HISTORY

REV	BY	DESCRIPTION	DATE
-	ER	FIRST RELEASE	6/17/2019

DATE: 6/17/2019 SCALE: NTS

DRAWN BY: ER CHECKED BY: APPROVED BY:

Title
UP-FLO FILTER
4ft Manhole

6 MODULES MAX

Sizing Tool

Hydro
International®

94 Hutchins Drive
Portland, ME 04102
Tel: +1 (207) 756-6200
Fax: +1 (207) 756-6212
hydro-int.com

WEIGHT:
N/A

MATERIAL:

NEXT ASSEMBLY:
4 MH-1

DRAWING NO.:
4 MH-UFF-1

SHEET SIZE:
B

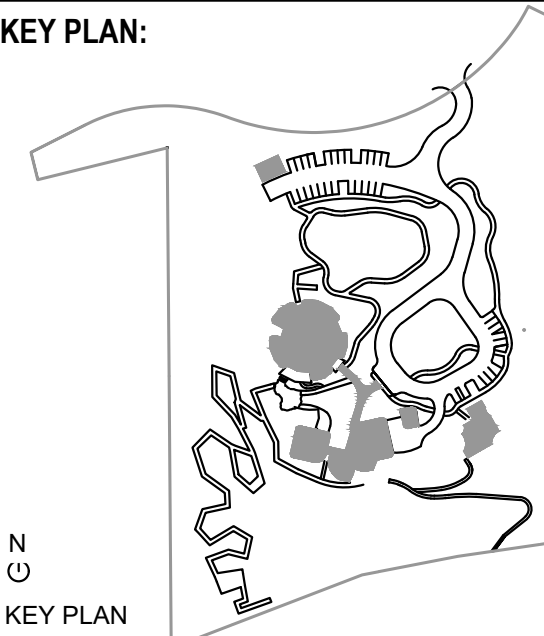
SHEET:
1 OF 1

Rev:
-

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KEY PLAN:



SEAL:

NOT FOR CONSTRUCTION	
4	VILLAGE COMMENTS 10/20/2023
3	VILLAGE COMMENTS 9/15/2023
2	DESIGN DEVELOPMENT 9/8/2023
1	VILLAGE ZONING 8/4/2023
NO.	ISSUED FOR DATE

ARCHITECT:

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ACOUSTICS AND AV
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Suite 2000
Chicago, IL 60604 T 608.897.8641

PROJECT NO.:

DRAWN: GGD DATE: 9/8/2023

CHECKED: VVR SCALE:

SHEET TITLE:

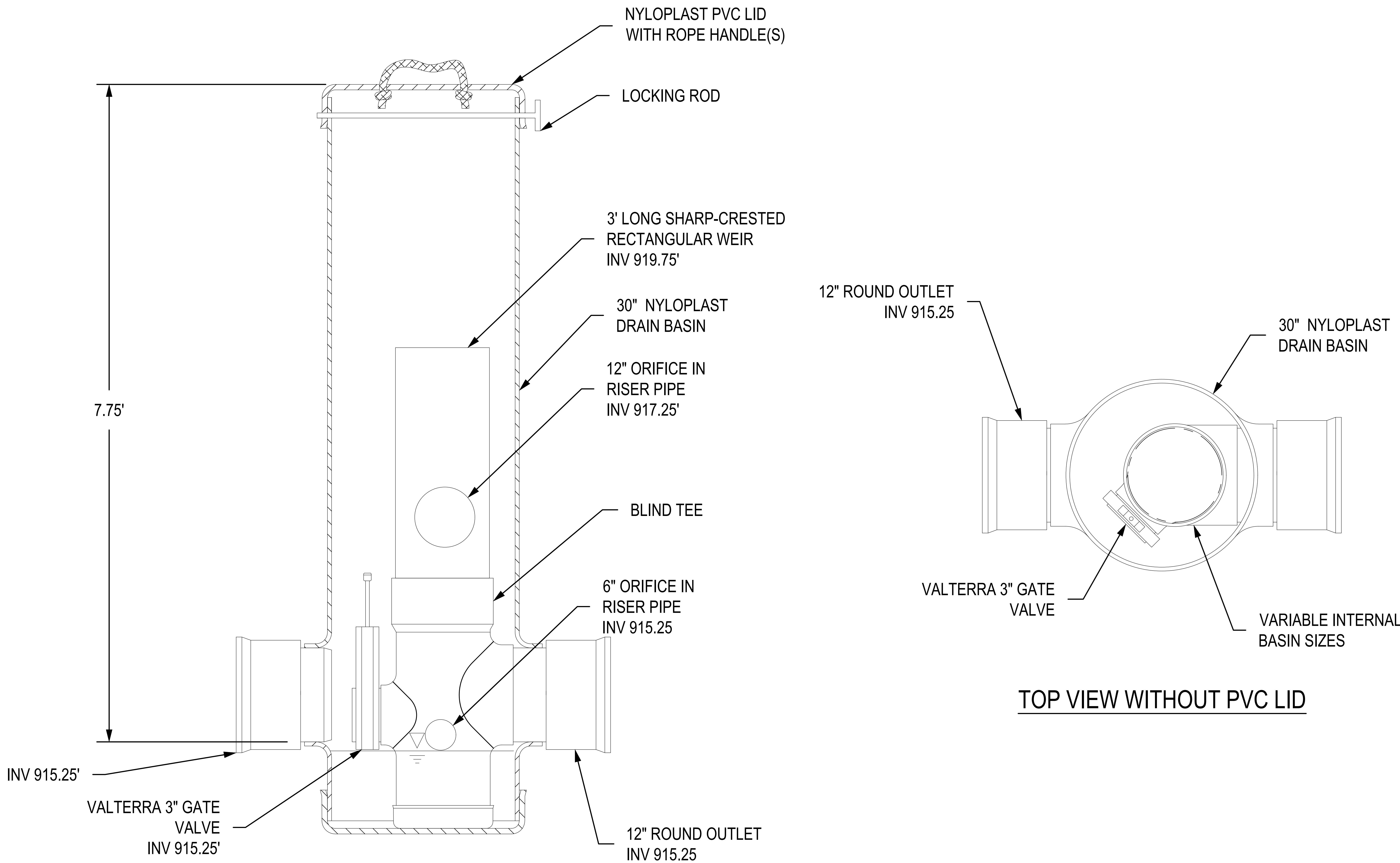
CONSTRUCTION DETAILS

A

DRAWING NUMBER:

C-807

NYLOPLAST WATER CONTROL STRUCTURE WITH ORIFICE IN RISER PIPE



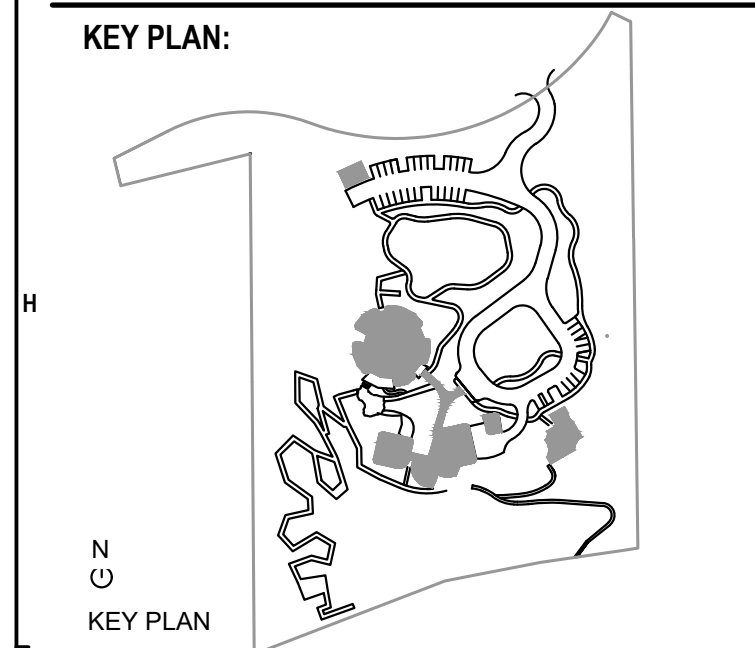
- 1 - REMOVABLE STAND PIPE AND OUTLET SIZE ARE RESTRICTED BY FLOW CONTROL STRUCTURE SIZE.
- 2 - REMOVABLE STAND PIPE HEIGHT CAN VARY ACCORING TO PLAN DETAILS.
- 3 - FLOW CONTROL STRUCTURE TO BE CUSTOM MANUFACTURED ACCORDING TO PLAN DETAILS. RISERS ARE NEEDED FOR BASINS OVER 84" DUE TO SHIPPING RESTRICTIONS.
- 4 - DRAINAGE CONNECTION STUB JOINT TIGHTNESS SHALL CONFORM TO ASTM D3212 FOR CORRUGATED HDPE (ADS N-12/HANCOR DUAL WALL), N-12 HP, & PVC SEWER.
- 5 - ADAPTERS CAN BE MOUNTED ON ANY ANGLE 0° TO 360°. TO DETERMINE MINIMUM ANGLE BETWEEN ADAPTERS SEE DRAWING NO. 7001-110-012.
- 6 - ORIFICE HOLES ARE DEPENDENT ON RISER PIPE SIZE.

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DATE	2-9-16		
APPD BY	NMH	PROJECT NO./NAME	
DATE	2-9-16		TITLE NYLOPLAST WATER CONTROL STRUCTURE WITH ORIFICE IN RISER PIPE
DWG SIZE	A	SCALE 1:10 SHEET 1 OF 1	DWG NO. 7008-110-009 REV A

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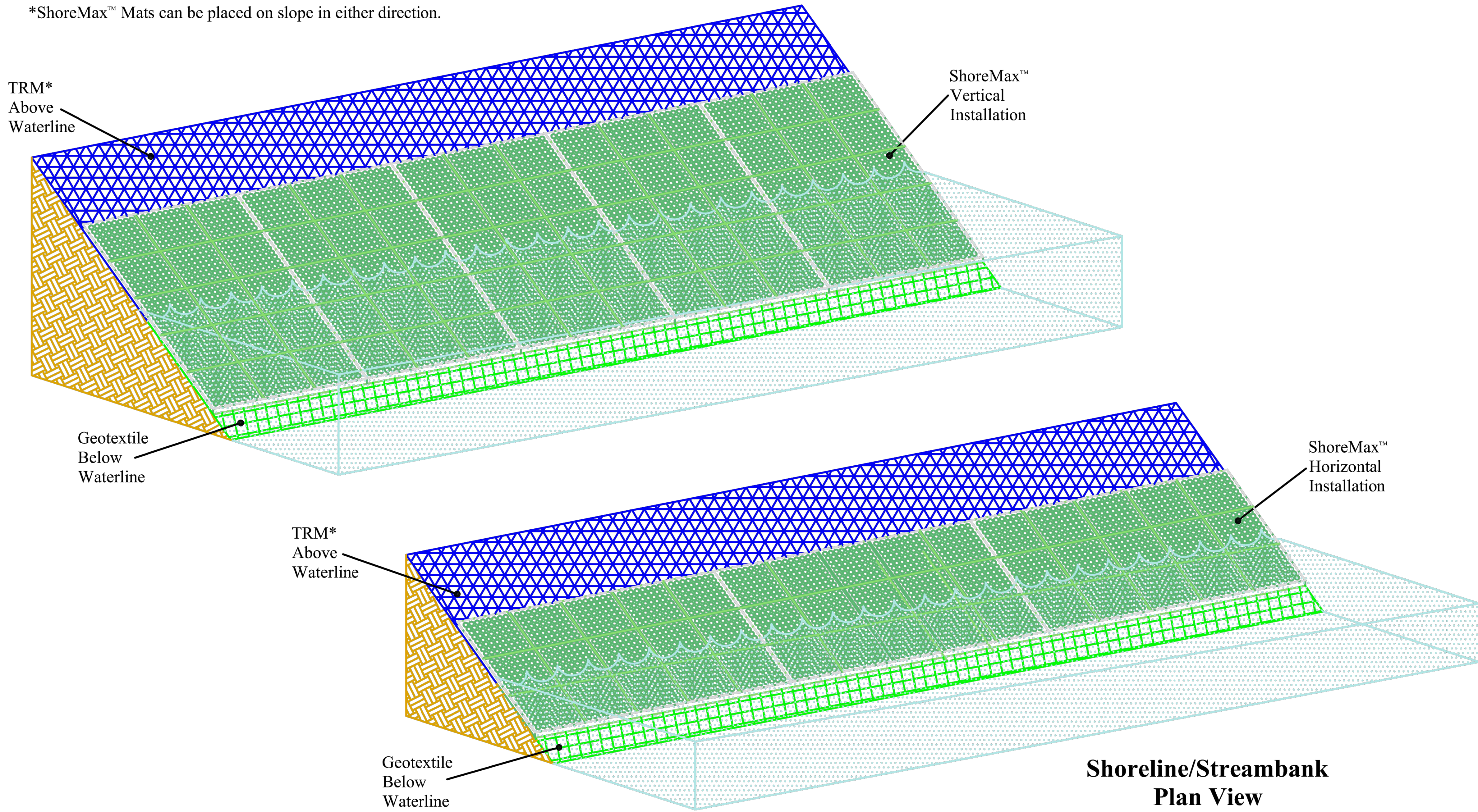
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NOT FOR CONSTRUCTION	
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1	VILLAGE COMMENTS 10/20/2023
NO.	ISSUED FOR DATE

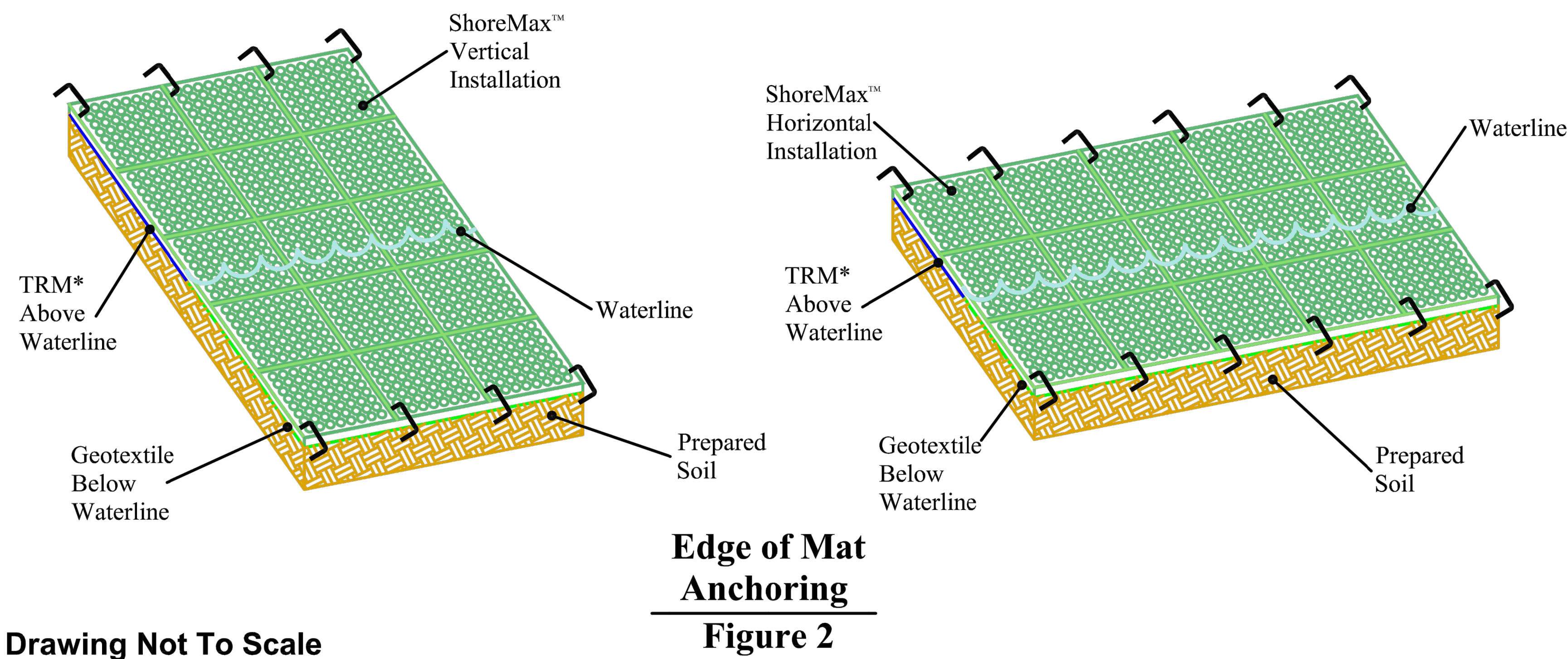
- ARCHITECT:**
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CHICAGO, IL 60642
Tel 773.384.1212
- CONSULTANTS:**
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T 608.897.8641

PROJECT NO. :	DATE: 9/9/2023
DRAWN: GSD	SCALE:
CHECKED: VVR	SCALE:
SHEET TITLE: CONSTRUCTION DETAILS	

*ShoreMax™ Mats can be placed on slope in either direction.

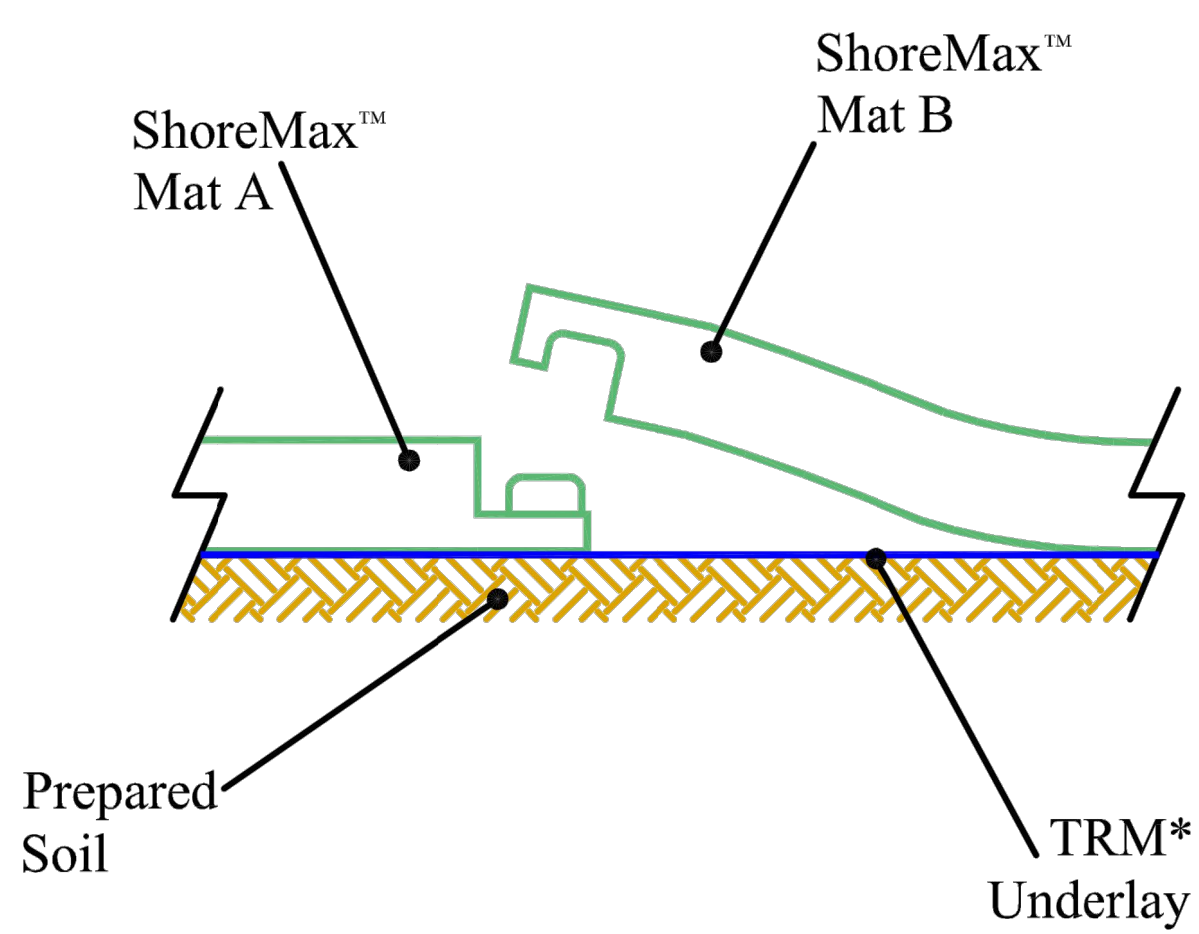


Shoreline/Streambank
Plan View
Figure 1



Drawing Not To Scale

Edge of Mat
Anchoring
Figure 2



Integrated Panel
Interlock System
Figure 3

ShoreMax™

SHORELINE/ STREAMBANK/LEVEE DETAIL

* ShoreMax mats can be installed over a variety of underlayments including: sod, turf reinforcement mats (TRMs), geotextiles, and in some cases erosion control blankets (ECBs).

1. Prepare soil before installing erosion control products, including any necessary application of lime, fertilizer, and seed (when installing TRMs or ECBs underlayment).
2. Install turf reinforcement mat above the waterline following manufacturer's recommendations. Note that a bottom anchor trench is not required when using ShoreMax mat in conjunction with a TRM or geotextile.
3. In areas below the normal water elevation, an appropriate geotextile should be installed beneath the ShoreMax mat.
4. Place ShoreMax mat over the installed TRM or geotextile (figure 1). When using multiple panels, connect the panels using the Integrated Panel Interlock System (figure 3). ShoreMax mat can be laid in either direction (figures 1 & 2).
5. Extend the ShoreMax mat to cover the transitional range where scour is predicted based on typical water level fluctuations and wave lap.
6. Place staples/anchors in the appropriate pattern. Perimeter staples can be shared between two adjacent panels. In soft or highly erodible soils, percussion earth anchors may be required. View ShoreMax Anchoring Guide, for additional details.
7. Place 1 staple/pin per linear foot along the top and bottom edges of the ShoreMax system, placing one on each corner and gridline (figure 2).



5401 St. Wendel - Cynthiana Rd. PH: 800-772-2040
Poseyville, IN 47633 www.nagreen.com

Disclaimer:

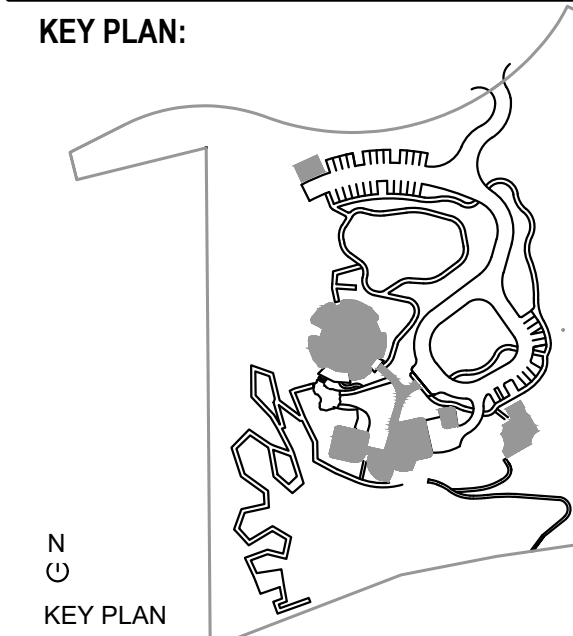
The information presented herein is general design information only. For specific applications, consult an independent professional for further design guidance.

Drawn on: 5-4-17

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KEY PLAN:



SEAL:

NOT FOR CONSTRUCTION		
NO.	ISSUED FOR	DATE
4	VILLAGE COMMENTS	10/20/2023
3	VILLAGE COMMENTS	9/15/2023
2	DESIGN DEVELOPMENT	9/8/2023
1	VILLAGE ZONING	8/4/2023

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ACOUSTICS AND AV
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Suite 2000
Chicago, IL 60604

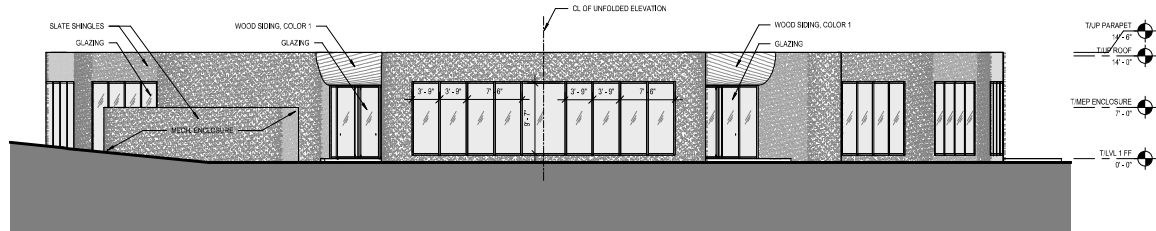
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SHEET TITLE:
CONSTRUCTION DETAILS

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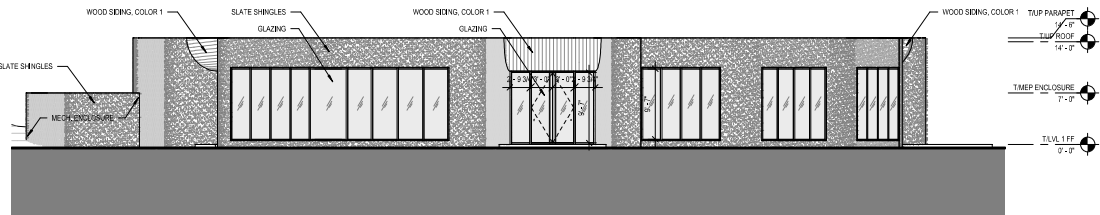
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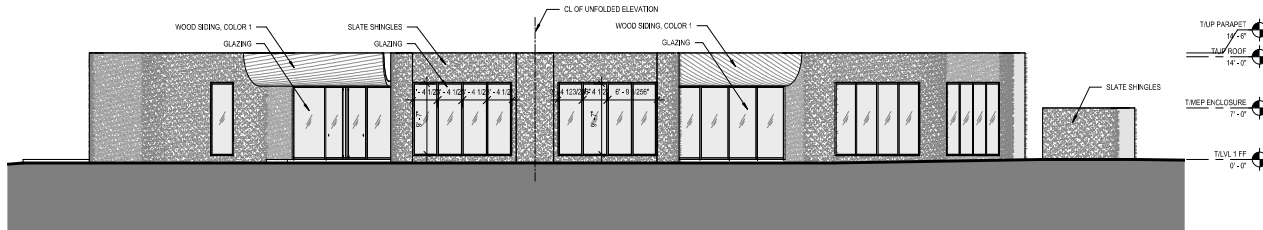
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SCALE: 1/8" = 1'-0"



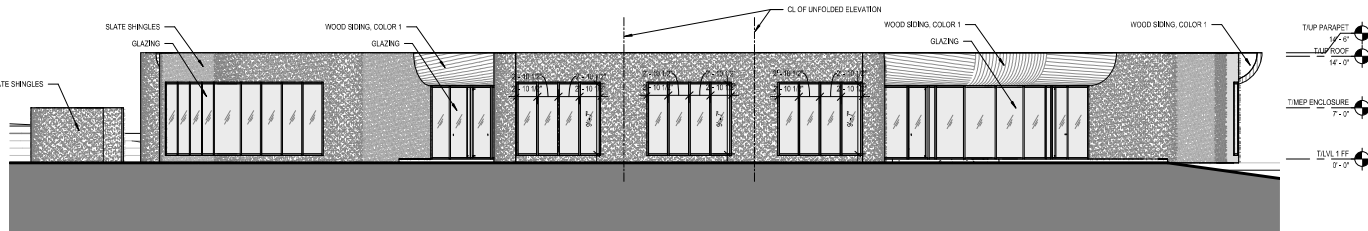
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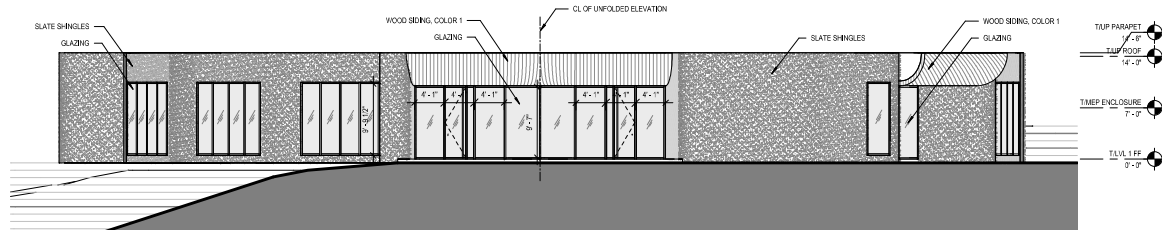
8 NORTHWEST ELEVATION AT OVERLOOK DECK
SCALE: 1/8" = 1'-0"



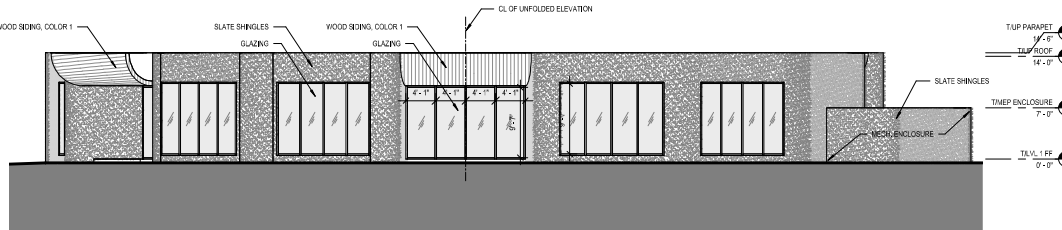
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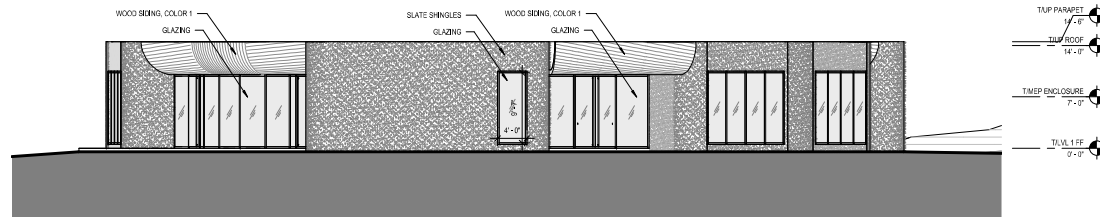
7 SOUTHWEST ELEVATION AT LARGE CONF
SCALE: 1/8" = 1'-0"



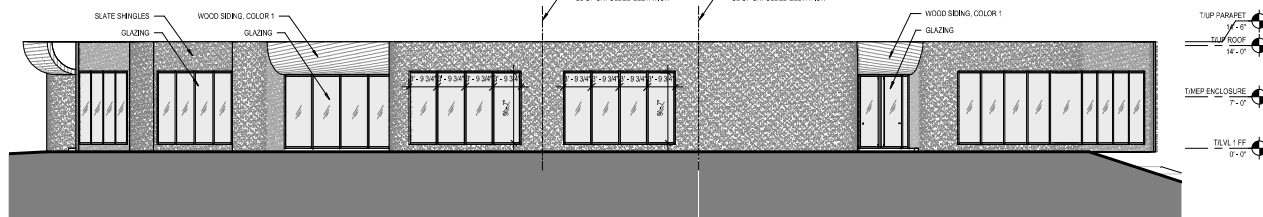
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SCALE: 1/8" = 1'-0"



2 NORTHEAST ELEVATION AT SMALL CONF
SCALE: 1/8" = 1'-0"



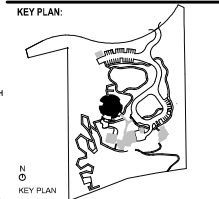
5 SOUTH ELEVATION AT RESTROOM
SCALE: 1/8" = 1'-0"



1 NORTHEAST ELEVATION AT MED CONFERENCE
SCALE: 1/8" = 1'-0"

EXTERIOR MATERIALS LEGEND
GLAZING: CLEAR LOW-IRON IGU, WITH LOW-E COATING AND BIRD PROTECTION FRIT
SLATE SHINGLES: NATURAL SLATE, STONE, TAPERED AND LAPPED, WITH DARK/MEDIUM GREY TONAL VARIATION
WOOD SIDING: NATURAL WOOD SIDING WITH VERTICAL SHIPLAPPED BOARDS, IN NEUTRAL COLOR TONE RANGE T80 (BROWNS, GREYS, BLACKS, BEIGES)

WOMEN'S LEADERSHIP CENTER
327 Constance Blvd
Williams Bay, WI 53191
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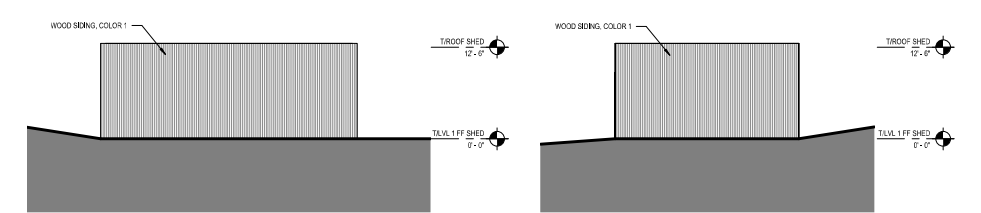
NOT FOR CONSTRUCTION	
NO.	DATE
1	38.04.2023
2	
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9	
10	
11	
12	

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PROJECT NO.: 22013	DATE: 08/04/2023
DRAWN: XX	CHECKED: XX
SCALE: 1/8" = 1'-0"	
SHEET TITLE: BUILDING ELEVATIONS COUNCIL	

DRAWING NUMBER:
A-200-CO-Z

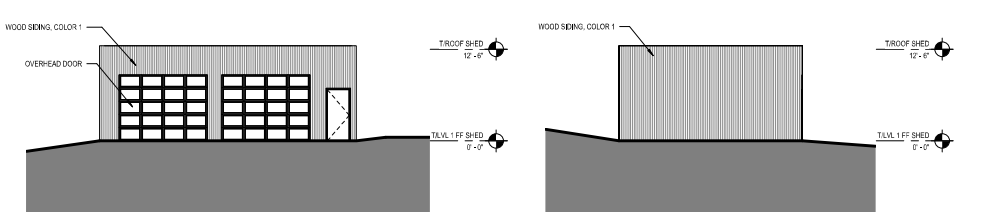


3 SHED ELEVATION NORTH
SCALE: 1/8" = 1'-0"

2 SHED ELEVATION EAST
SCALE: 1/8" = 1'-0"

4 SHED ELEVATION SOUTH
SCALE: 1/8" = 1'-0"

5 SHED ELEVATION WEST
SCALE: 1/8" = 1'-0"

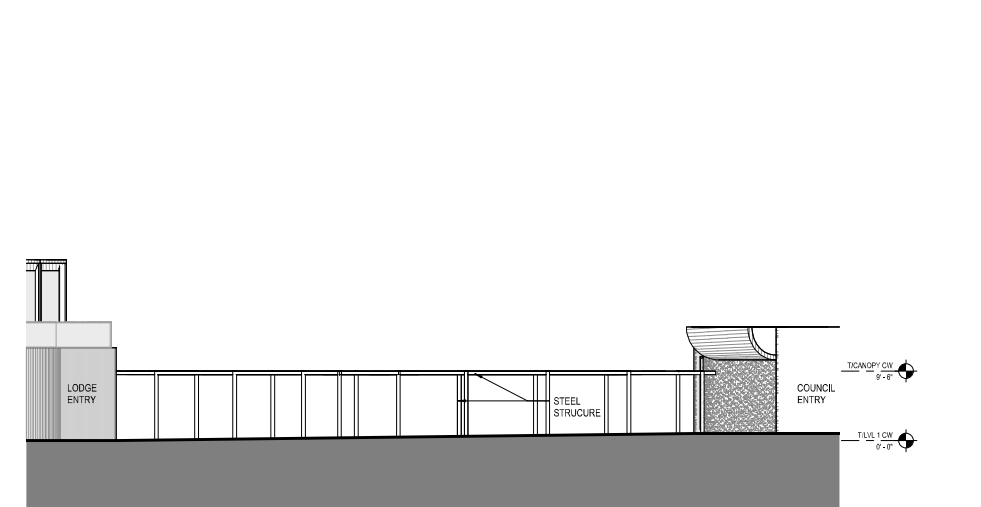


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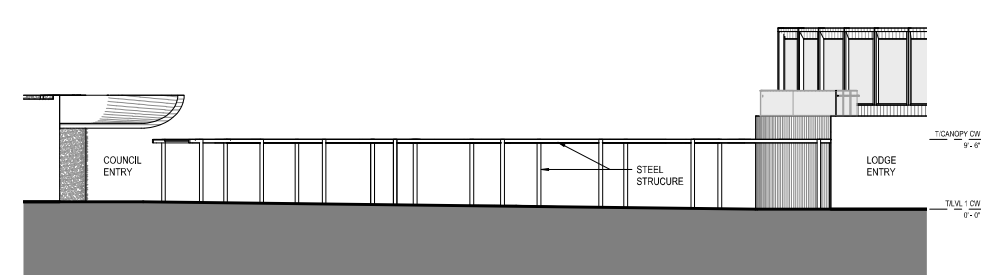
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SCALE: 1/8" = 1'-0"

4 SHED ELEVATION SOUTH
SCALE: 1/8" = 1'-0"

5 SHED ELEVATION WEST
SCALE: 1/8" = 1'-0"

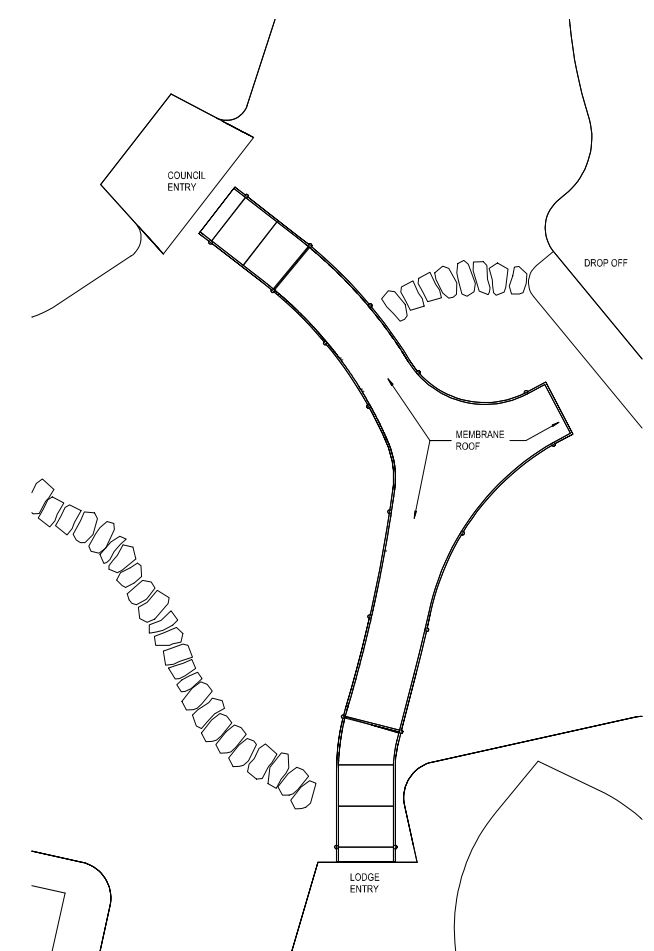


7 COVERED WALKWAY ELEVATION EAST
SCALE: 1/8" = 1'-0"



8 COVERED WALKWAY ELEVATION WEST
SCALE: 1/8" = 1'-0"

1 SHED OVERALL PLAN
SCALE: 1/8" = 1'-0"



6 COVERED WALKWAY PLAN
SCALE: 1/8" = 1'-0"

EXTERIOR MATERIALS LEGEND

GLAZING: CLEAR LOW-IRON IGU, WITH LOW-E COATING AND BIRD PROTECTION FILT

METAL: SMOOTH SURFACE CORROSION-RESISTANT PANELIZED

WOOD SIDING: NATURAL WOOD SIDING WITH VERTICAL SHIPLAPPED BOARDS, IN NEUTRAL COLOR TONE RANGE TBD (BROWNS, GREYS, BLACKS, BEIGES)

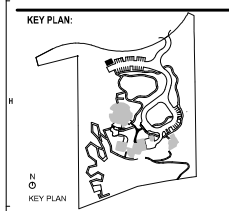
WOMEN'S LEADERSHIP CENTER

327 Constance Blvd
Williams Bay, WI 53191

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KEY PLAN

SEAL:



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1	WILLAGE ZONING
NO.	ISSUED PLAN
38.04.2023	DATE

ARCHITECT:

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PROJECT NO. : 22013

DRAWN: Author DATE: 08/04/2023

CHECKED: Checker SCALE: 1/8" = 1'-0"

SHEET TITLE:

SITE STRUCTURES PLANS & ELEVATIONS

DRAWING NUMBER:

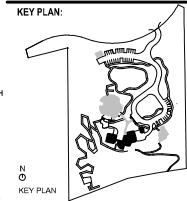
A-200-SITE-Z

WOOD SIDING: NATURAL WOOD SIDING
WITH VERTICAL SHIPLAPPED BOARDS, IN
NEUTRAL COLOR TONE RANGE TBD
(BROWNS, GREYS, BLACKS, BEIGES)

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Chicago, IL 60604
T 608.897.8641

PROJECT NO. : 22013	
DRAWN: XX	DATE: 08/04/2023
CHECKED: XX	SCALE: 1/8" = 1'-0"

SHEET TITLE:
BUILDING ELEVATIONS
LODGE

DRAWING NUMBER: **A-200-LO-Z**

EXTERIOR MATERIALS LEGEND
GLAZING: CLEAR LOW-IRON IGU, WITH LOW-E COATING AND BIRD PROTECTION FRIT
METAL: SMOOTH SURFACE CORROSION-RESISTANT PANELIZED
WOOD SHINGLES: NATURAL WOOD SHINGLES, TAPERED AND LAPPED, IN NATURAL COLOR TONE RANGE FROM TBD (BROWNS, GREYS, BLACKS BEIGES)

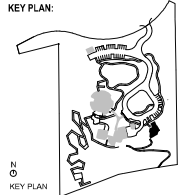
WOMEN'S LEADERSHIP CENTER

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KEY PLAN:



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NOT FOR CONSTRUCTION	
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ARCHITECT:

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CONSULTANTS:

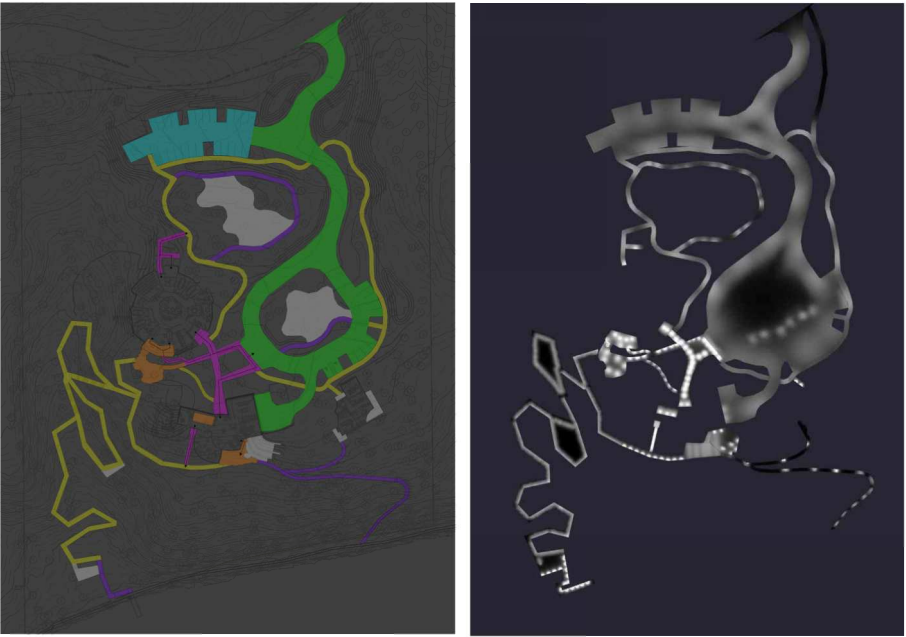
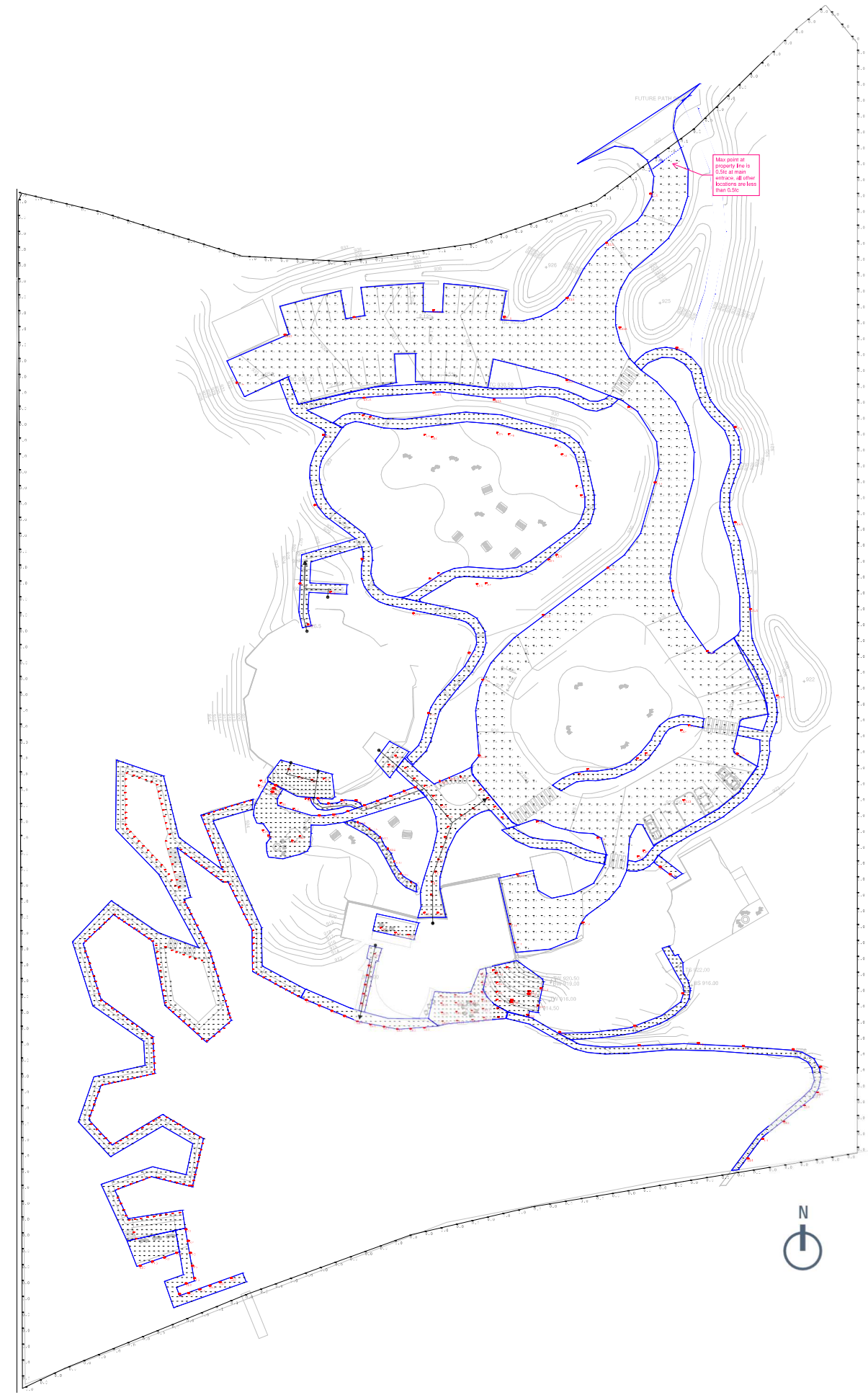
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THRESHOLD ACOUSTICS ACOUSTICS AND AV 1611 N. Jackson Blvd. Suite 2000 Chicago, IL 60614	T 608.897.8641

PROJECT NO. : 22013	DATE: 08/04/2023
DRAWN: XX	SCALE: 1/8" = 1'-0"
CHECKED: XX	

SHEET TITLE:
BUILDING ELEVATIONS
CABIN

DRAWING NUMBER:

A-200-CA-Z



Calculation Summary					Target Light Levels							
Label	CalcType	Units	Avg	Max	Min							
Boardwalk Deck, Top	Illuminance	Fc	2.22	17.2	0.0	Primary Pathway, 11c min egress path, 30c avg.	Primary Gathering Area, 0.50c min, 11c avg.	Secondary Pathway, 0.30c min, 11c avg.	Roadway, 0.20c min, 0.50c avg. (2' x 8' sidewalk)			
Boardwalk Deck, Top	Illuminance	Fc	1.26	37.6	0.0							
Boardwalk, Top	Illuminance	Fc	1.18	5.2	0.0	Tertiary Pathway, 01c min, indicator lighting for navigation at night	Secondary Gathering Area, 01c min, landscape lighting for ambience at night	Site Wide: Avg is not to exceed 2.40c (1' x 18' min. Day Deck (over 200'))	Site Wide: Avg is not to exceed 2.40c (1' x 18' min. Day Deck (over 200'))			
Cabin, Entry, Top	Illuminance	Fc	2.98	18.1	0.5							
Council Stone Path, Top	Illuminance	Fc	1.98	13.0	0.4							
Council Canopy, Top	Illuminance	Fc	3.40	17.1	1.4							
Council Egress, Top	Illuminance	Fc	3.60	17.8	1.0							
Council Entry, Top	Illuminance	Fc	3.97	9.3	0.8							
Council Ext. 1, Top	Illuminance	Fc	2.38	15.5	0.5							
Covered Walkway, Top	Illuminance	Fc	4.97	12.1	1.0							
Lodge Ext. 1, Top	Illuminance	Fc	3.88	7.7	1.5							
Lodge Ext. 2, Top	Illuminance	Fc	0.85	32.5	0.0							
Lodge Path, 2, Top	Illuminance	Fc	0.27	9.5	0.0							
Lodge to Boardwalk, 2, Top	Illuminance	Fc	1.97	10.5	0.3							
Lodge Entry, Top	Illuminance	Fc	5.08	23.3	1.2							
Lodge Steps, Top	Illuminance	Fc	1.26	6.5	0.1							
Lodge Terrace, Top	Illuminance	Fc	1.77	2.8	0.8							
Pedestrian Path, 2, Top	Illuminance	Fc	0.94	1.2	0.7							
Pedestrian Path, 1, Top	Illuminance	Fc	1.20	3.0	0.3							
Pedestrian Path, 2, Top	Illuminance	Fc	1.48	7.6	0.3							
Property Line	Illuminance	Fc	0.01	0.3	0.0							
Road, 1, Top (includes parking)	Illuminance	Fc	0.28	5.8	0.2							
Savanna Knoll, 1, Top	Illuminance	Fc	0.95	3.8	0.1							
Woodland Clearing, 1, Top	Illuminance	Fc	1.17	3.8	0.2							
StatArea, 1, 0.4 shi	Illuminance	Fc	1.34	37.6	0.0							

Luminaire Schedule									
Symbol	Qty	Tag	Description	Label		Lumens	Watts	LLD	LDD
1	1	LE10	DELTA LIGHT RECESSED STEPLIGHT	304330183	@ 0.5' AFG	116	11	0.850	0.850
2	26	LE11	TEGAN CATERINARY	tegan-lighting-exterior-exten_1	@ 10' AFG	205	5.3	0.850	0.850
3	13	LE14	BEGA BOLLARD LOW OUTPUT	77221_BUGA_IES_1	@ 2.5' AFG	643	10	0.850	0.850
4	2	LE14	TARGETT WALL MOUNT	1E3528DA90	@ 10' AFG	452	7	0.850	0.850
5	14	LE8	DELTA LIGHT MICRO DOWNLIGHT	BV8-GTH-33033-350	@ 10' AFG	687	8	0.850	0.850
6	12	LE2	LANDSCAPE FORMS 12' POLE	IES_TML18B1TII	@ 15.5' AFG	2371	28	0.850	0.850
7	283	LE5	KLIPPOD HANDRAIL LIGHT	LP040C-Dr-PCLens-Asy	@ 2.5' AFG	130	2	0.850	0.850
8	20	LE7	DELTA LIGHT MICRO DOWNLIGHT	193519230_B-350	@ 10' AFG	479	7	0.850	0.850
9	10	LE18	LANDSCAPE FORMS 18' POLE	IES_TML18B1TIV	@ 15.5' AFG	2387	40	0.850	0.850
10	17	LE1A	LANDSCAPE FORMS 16' POLE	IES_TML18B1TII	@ 15.5' AFG	2371	28	0.850	0.850
11	24	LE6	TARGETT MONOPOINT	BLTRPFEL2MF30	@ 12' AFG	689	12	0.850	0.850
12	13	LE12	BELUX STAKE LIGHT	FL05-R04H0300XX	@ 2' AFG	229	5	0.850	0.850
13	45	LE3	BEGA BOLLARD	77221_BEGA_IES	@ 2.5' AFG	643	10	0.850	0.850
14	10	LE6	TARGETT MONOPOINTS	TARGETT_BLRPFEL2MF30	@ 12' AFG	704	12	0.850	0.850

NOTES
1. LUMINAIRE CALCULATIONS ARE BASED ON PUBLISHED CALCULATION METHODS AND ARE FOR REFERENCE ONLY. FIELD MEASURED RESULTS MAY DIFFER FROM CALCULATED RESULTS AND ARE DEPENDANT ON A VARIETY OF FACTORS INCLUDING, BUT NOT LIMITED TO THE FOLLOWING: MANUFACTURER'S PHOTOMETRY DATA, LINE VOLTAGE, LUMINAIRE PERFORMANCE, TEMPERATURE, AND ACTUAL CONDITION OF FINISHES AND ENVIRONMENT.

William's Bay Additional Requirements

The following local code items (per section 390-0807) are being met through the result of this photometric study:

- (E1) Exterior lighting will not be visible from a residential zone
All lighting well within property line, except at ends of path leading to the street and the lake. All lighting oriented inwards to the site
- (E2) Exterior lighting will not be distracting to motorists
All fixtures are specification grade LED's with static output, so no flashing or flickering should occur
- (F1) As measured at the property line, light levels shall not exceed .5 FCs above ambient moon light
The max value occurs at the street entrance. There is one location with 0.51c at 5' from the property line, clearly noted on the plan.
- (F2) Maximum Average lighting shall not exceed 2.4 FCs
The site average is 1.34fc
- (F3) Not applicable, zoning is not residential
- (F4) Not applicable, requirements met without exception needed
- (F5) Fixture and luminaire requirements
 - (A) All fixtures are downward facing or fully cutoff by overhead building canopies
 - (B) No lighting is included in buffer yards
 - (C) Fixture meet 90° cutoff angles and BUG requirements
 - (D) All lighting across the site is specified at 3000K static white, the finishes of the fixtures will be consistent but hasn't been determined
 - (E) The max mounting height is 15.5 on the LE1A/LE1B fixtures, which is acceptable in a P&I zone
 - (F) Not applicable, but also all fixtures are over 3' from all lot lines
 - (G) Parking lot min is 0.31c
 - (H) Not applicable to this calculation

Exterior Lighting Controls Recommendations

- System recommended to be Lutron Athena or Equal. System for interior and exterior recommended to be the same.
- All fixtures on exterior site to be dimmable, even if not required by NEC code.
- All fixtures to be controlled via a pre-set scene level, triggered by an astronomical time clock. Lighting to be reduced after hours utilizing time clock and motion sensors. All lighting to be off during daylight hours.
- All fixtures to be controlled from a centralized processor, recommended to be located in the facilities / maintenance office planned for the Council building. Access to control system via iPad has been requested by the Client.
- All scene control wall stations to have a minimum of 3 scene buttons and raise/lower/on/off control.
- Any keypad / wall station to have engravings on the keypad for ease of use.
- Fixtures of a like type in a like area to be zoned together. No fixtures of different types to be zoned together. Roadway, Pathways, Oak Savannah, Woodland, Basecamp, Terrace Garden, and Boardwalk to be considered separate areas with individual control in each.
- Outdoor receptacles to be provided at event spaces for temporary plug-in lighting.

Women's Leadership Center

337 Constance Road
Wilmette, IL 60091

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KEY PLAN:

SEAL:

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1 1500L FOR PERM 23.08.04

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Tel 773.384.1212

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San Francisco, CA 94103

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ACOUSTICS AND AV
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PROJECT NO.
DRAWING DATE: 08/04/2023
CHECKED SCALE: 1"=30'
SHEET TITLE:
PHOTOMETRIC REPORT

DRAWING NUMBER:

November 1, 2023

Ms. Bonnie Schaeffer
Zoning Administrator
Village of Williams Bay
P.O. Box 580
250 Williams Street
Williams Bay, WI 53191

Re: Response to Village Review Comments
Women's Leadership Center, Williams Bay, WI

Village Engineer Review Comments dated October 24, 2023:

1. Sheet C-500 (Grading & Erosion Control Plan): We normally do not allow new structures in the 100-year overland flow route. Please show the following to confirm the new structures will not cause onsite or offsite issues:

- a. Plan view of the boundary of the 100-year overland flow route with existing and planned obstructions.

Exhibit 2 of the Storm Water Management Report (pg. 15) has been updated to show the 100-year overland flow route boundary. Additionally, sheets have been added to Appendix E (pgs. 225-229) to show the four cross-sections referenced in Exhibit 2 with existing trees and proposed boardwalk pilings. These documents are included with this letter for reference. A Manning roughness coefficient (n) of 0.15 was used in our channel analysis, which is a typical n-value for medium dense brush and dense willows in natural stream channels.

As shown in Exhibit 2, the 100-year overland flow route is contained within the WLC property, and the proposed boardwalk will not cause any issues onsite or offsite to the neighboring property to the west. The hydraulic grade line (HGL) for the 100-year storm event varies from a water depth of 1.91' near the proposed shed (cross-section A-A) to 0.98' near the bottom of the drainage path discharging to Geneva Lake (cross-section D-D). The table below summarizes the results of the 100-year overland flow route analysis:

Channel Cross-Section	Location	Bottom of Channel Elevation	Top of Channel Elevation		100-Yr Channel Elevation	100-Yr Water Depth
			West P/L	East-structure elevation		
A-A	50' South of P/L (west of prop. shed)	931.24	947.5	933.39	933.15	1.91 ft
B-B	300' South of P/L (west of Council bldg)	905.18	922.55	926.50	907.05	1.87 ft
C-C	470' South of P/L (west of Lodge bldg)	890.64	909.46	913.00	891.86	1.22 ft
D-D	90' North of Geneva Lake	873.38	880.68	-	874.36	0.98 ft

Additionally, Chapter 88, Drainage of Lands, of the Wisconsin Statutes protects public and private property rights and interests by addressing potential obstructions. Section 88.90 states "Whenever any natural watercourse becomes obstructed so that the natural flow of water along the same is retarded by the negligent action of the owner, occupant or person in charge of the land on which the obstruction is located, the owner or occupant of any lands damaged by such obstruction may request the removal thereof by giving notice in writing to such owner, occupant or person in charge of the land on which the obstruction is located."

- b. The location, size, and details for the structural elements that are within or just outside the overland flow boundary including the boardwalk, boardwalk support posts, and support post foundations.

See above. Details are provided with updated plan sheets and SWMR.

- c. Verification from the designer of the boardwalk structure that the supports are properly located for the structural design. We will likely recommend an as-built survey.

A final design submittal, including support calculations, sealed by a Professional Engineer licensed in the State of Wisconsin will be provided during the building permit submittal process. At this time, we anticipate the 6' wide boardwalk will be supported by 3" dia. helical support piles with 10' post spacing. Any required bracing between posts will be installed above the 100-year overland flow elevation. The current boardwalk design detail sheet L-880 is included in this submittal for reference.

2. Sheet C-700 (Proposed Subsurface Utility Plan):

- a. Show water main alignment stationing.

Plan sheet has been updated to show water main alignment stationing.

- b. Biofilter A

- Verify that the outlet control structure rim elevation is 928.50 matching the calculations.

Calculations are correct, sheet C-700 corrected to show 928.50 rim elevation.

- The plan shows an 8-inch outlet pipe, but the details and calculations show a 6-inch pipe. Verify that the calculations are correct.

Calculations are correct, sheet C-700 corrected to show 6-inch pipe.

- The Hydrocad calculations show a 4-inch underdrain; the plans and WinSLAMM calculations show a 6-inch underdrain. Verify that the calculations are correct.

WinSLAMM calculations are correct, Hydrocad calculations corrected to show 6-inch pipe.

- c. Biofilter B: Verify that the outlet control structure rim elevation is 925.75, matching the calculations.

Calculations are correct, sheet C-700 corrected to show 925.75 rim elevation.

- d. Biofilter D: Verify that the outlet control structure rim elevation is 922.75 matching the calculations.

Calculations are correct, sheet C-700 corrected to show 922.75 rim elevation.

- 3. Sheet C-800 (Construction Details) - Biofilter B: Verify that the 12-inch and 6-inch pipe invert elevations are 922.25 on the "Biofilter B concrete outfall structure detail."

Calculations and Sheet C-700 are correct, sheet C-800 corrected to show 922.25 invert.

- 4. Sheet C-809 (Construction Details): Provide the outlet structure details to match the calculations.

Sheet C-809 updated to match calculations and show 915.25 invert.

5. Stormwater Management Report - Storm channel analysis:

- a. Tie the location of the analyzed cross-sections to the property lines. They are not shown on Exhibit 2 as noted in the response letter.

Exhibit 2 (pg. 15 of the SWMR and included with this letter) has been updated to show the four analyzed cross-sections (A-A, B-B, C-C and D-D).

- b. Include existing and proposed obstacles (existing trees and underbrush, proposed building fill, proposed boardwalk, proposed boardwalk support posts, and proposed support post bases) in the calculations to determine the boundary of the 100 year overland flow route.

Sheets added to Appendix E (pgs. 225-229) and included in this letter to show the four cross-sections referenced in Exhibit 2 with existing trees and proposed boardwalk pilings. The 100-year overland flow boundary was also drawn and added to Exhibit 2. The n-value of the cross-section model is approximately double what it should be ($n=0.15$ is equivalent to dense brush with many downed trees). This provides an extremely conservative estimate and that is what is shown in Appendix E and Exhibit 2. Please note, the scaling on the cross-section views are very different in the model versus the sheets added to Appendix E with the trees and boardwalk shown.

Please feel free to contact me if you have any questions on the submitted information.

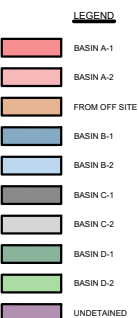
Respectfully,

RUEKERT & MIELKE, INC.

Violet V. Razo

Digitally signed by Violet V. Razo
DN: C=US,
E=VRazo@ruekert-mielke.com,
CN=Violet V. Razo
Date: 2023.11.01 11:35:26-05'00'

Violet V. Razo, P.E. (WI)
Project Manager
vrazo@ruekert-mielke.com
VVR:sjs



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KEY PLAN

N

KEY PLAN

SEAL:

4	VILLAGE COMMENTS	10/20/2023
3	VILLAGE COMMENTS	9/15/2023
2	DESIGN DEVELOPMENT	9/8/2023
1	VILLAGE ZONING	8/4/2023
NO	REQUIRED FOR	DATE

ARCHITECT:
Studio Gang

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Waukesha, WI 53188 T 262.542.5731

PRITCHARD PECK
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389 Clementina St.
San Francisco, CA 94103 T 415.323.554

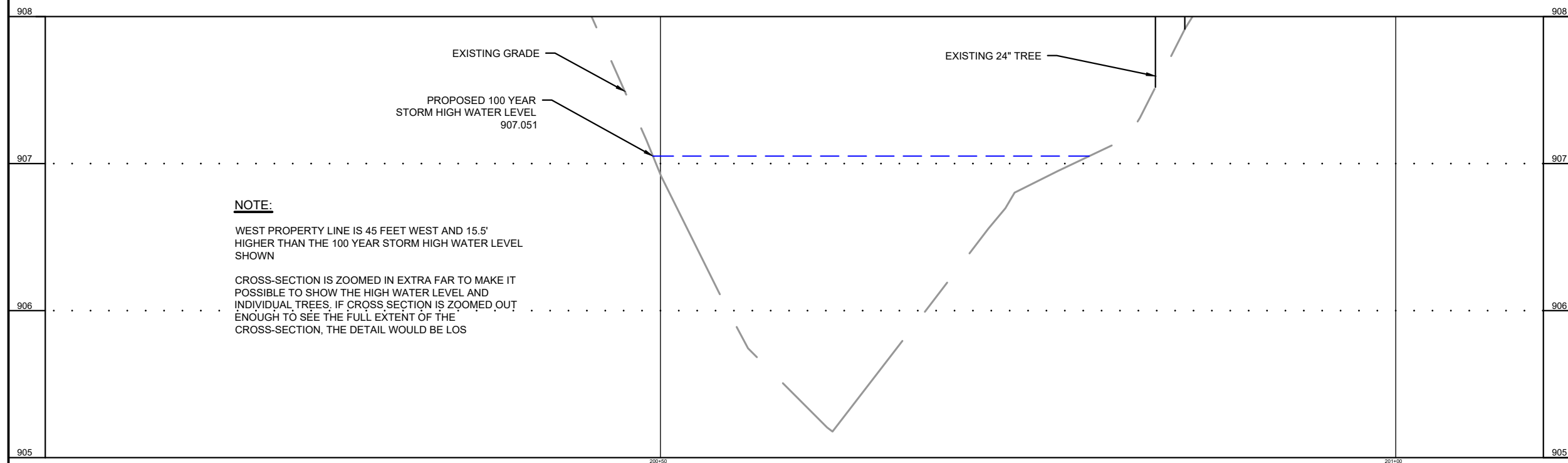
APPLIED ECOLOGICAL SERVICES
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17921 Smith Road
Brookfield, WI 53005
T 608.897.864

THRESHOLD ACOUSTICS
ACOUSTICS AND AV
141 W Jackson Blvd
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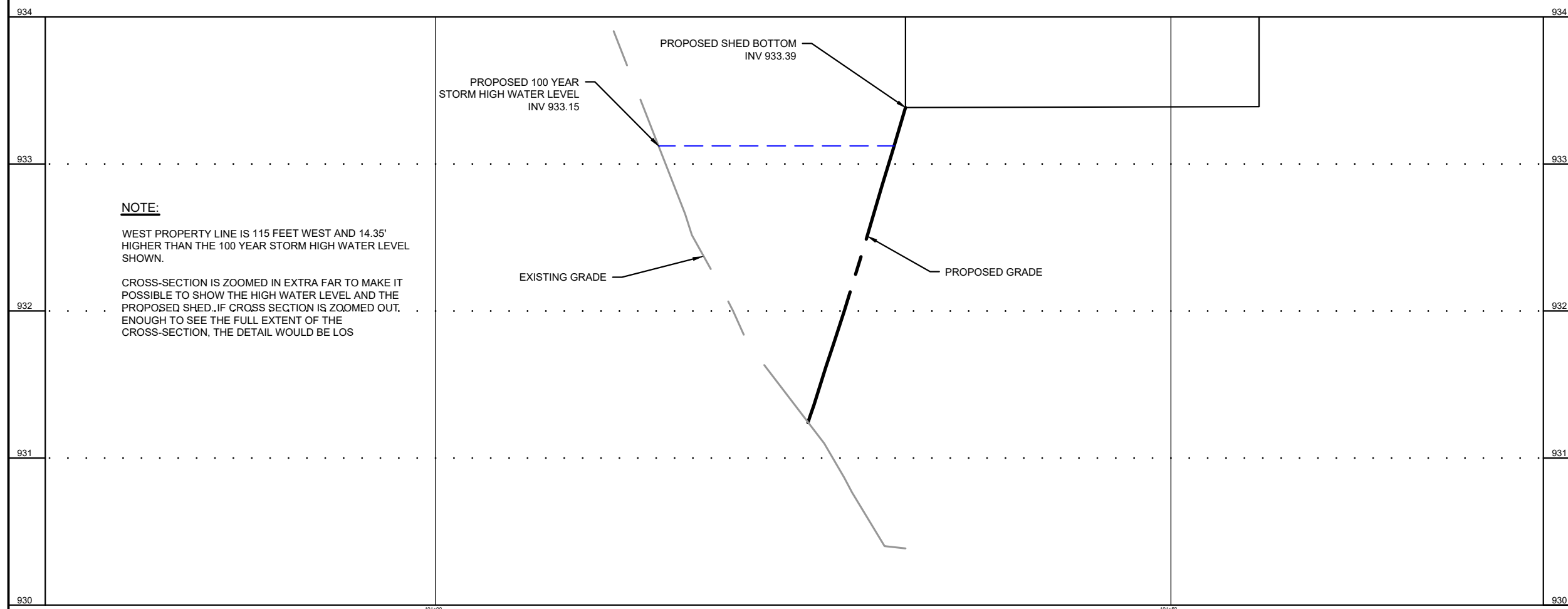
PROJECT NO. :	
DRAWN: GGD	DATE: 9/8/2023
CHECKED: VVR	SCALE:
SHEET TITLE:	
GRADING & EROSION CONTROL PLAN	

DRAWING NUMBER:

C-500 | Page 73 of 267



CROSS SECTION B-B
HORZ 1" = 2.5'; VERT 1" = 0.25'



CROSS SECTION A-A
HORZ 1" = 2.5'; VERT 1" = 0.25'

GENERAL NOTES

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KEY PLAN:



SEAL:

[illegible]

ARCHITECT:

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T 608.997.8641

PROJECT NO. :

DRAWN: GGD DATE: 9/8/2023

CHECKED: VVR SCALE:

SHEET TITLE:

DRAWING NUMBER:

Channel Report

Project filename: Channel model.cst

Culvert Studio v 2.0.0.29

10-27-2023

Channel Cross Section A-A

Channel 1

USER-DEFINED

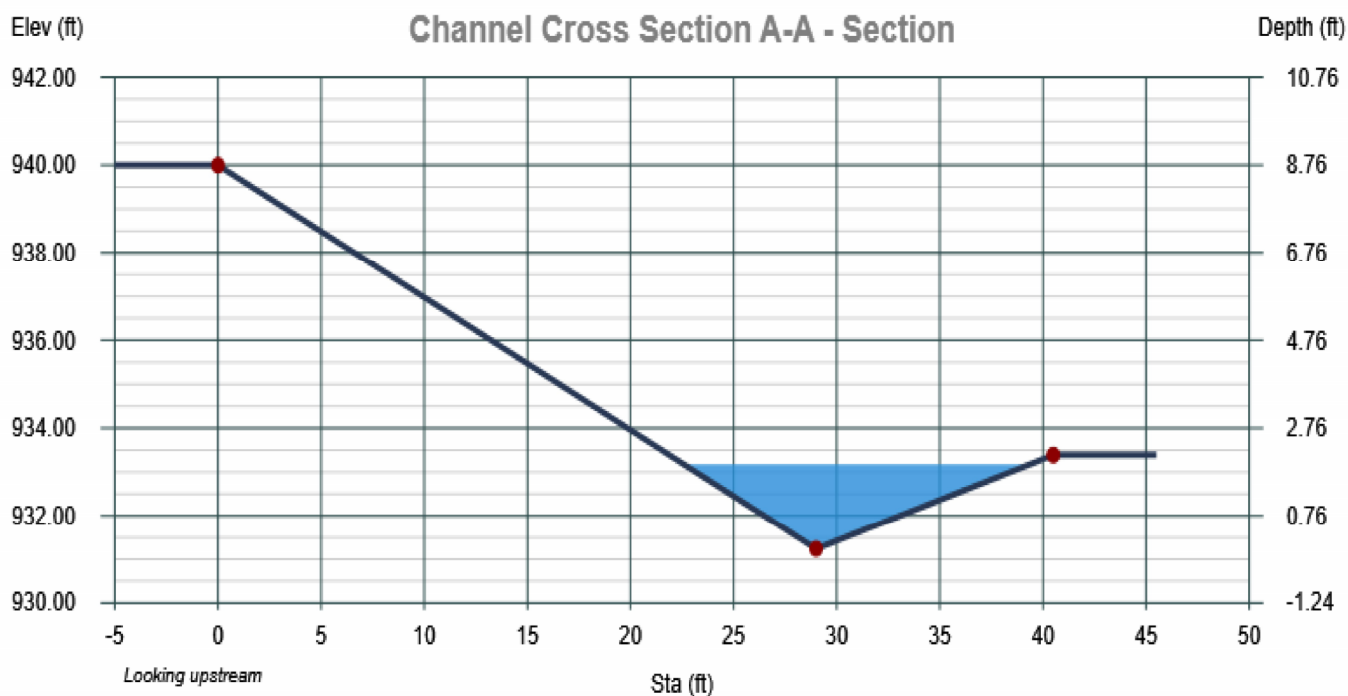
Total Depth = 8.76 (ft)
 Invert Elevation = 931.24 (ft)
 Channel Slope = 0.106 (ft/ft)
 Manning's n = Composite

DISCHARGE

Method = Known Q
 Known Q = 48.13 cfs

CALCULATION SAMPLE

Flow	Depth	Area	Velocity	WP	n-value	Top Width	Crit Depth	HGL	EGL
(cfs)	(ft)	(sqft)	(ft/s)	(ft)	Composite	(ft)	(ft)	(ft)	(ft)
48.13	1.91	15.79	3.05	17.00	0.150	16.54	1.51	933.15	933.29



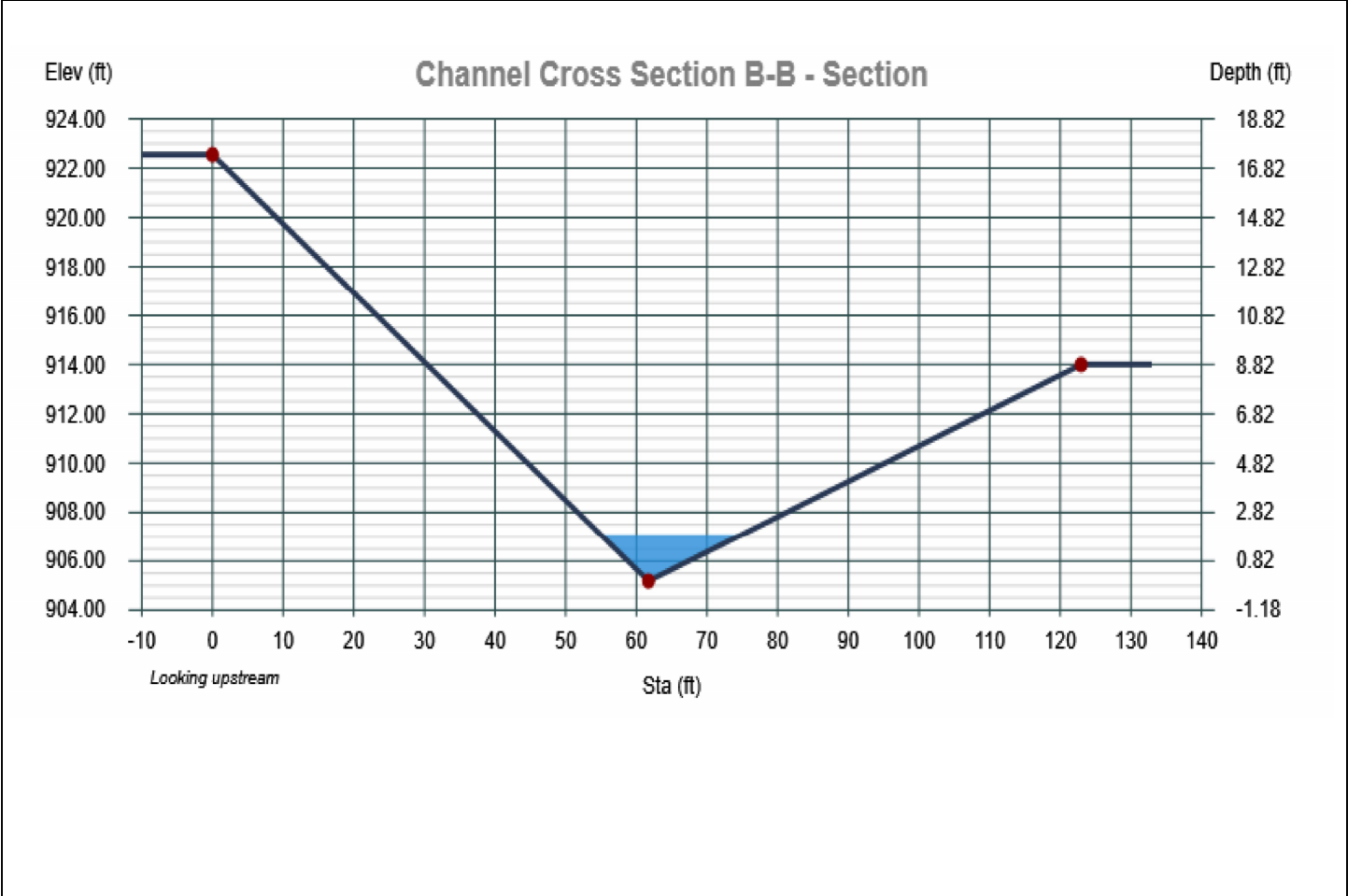
Channel Cross Section B-B

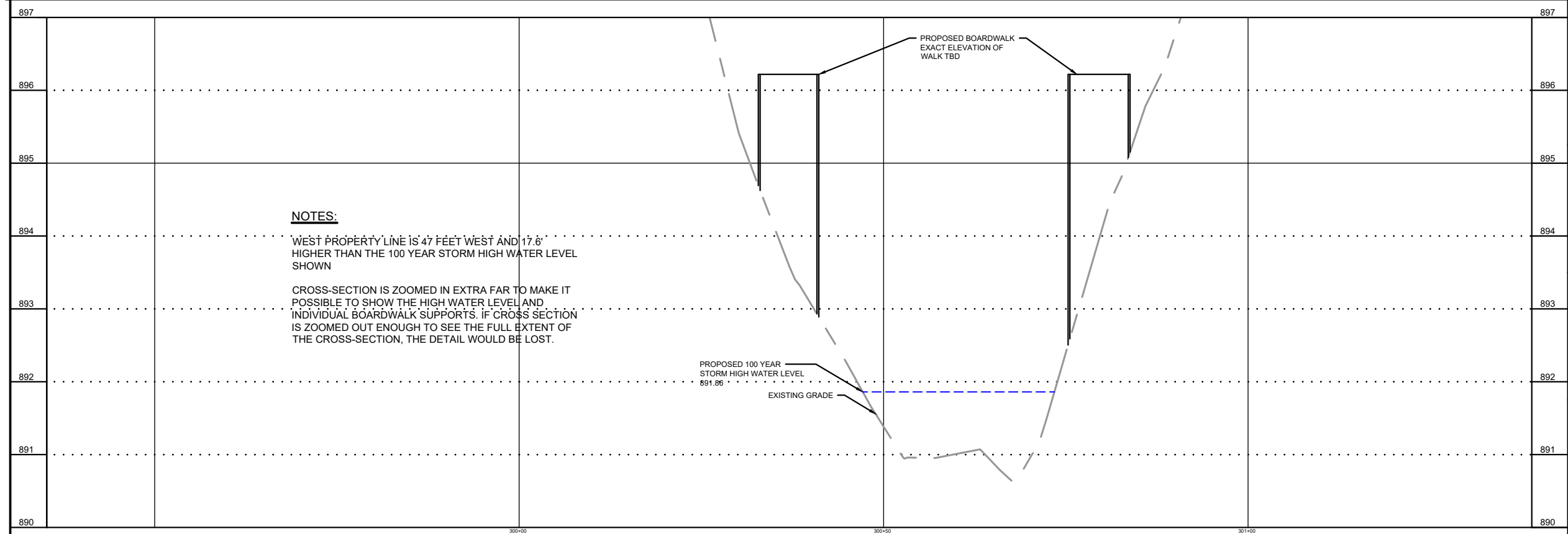
Channel 2

USER-DEFINED		DISCHARGE	
Total Depth	= 17.37 (ft)	Method	= Known Q
Invert Elevation	= 905.18 (ft)	Known Q	= 52.93 cfs
Channel Slope	= 0.097 (ft/ft)		
Manning's n	= Composite		

CALCULATION SAMPLE

Flow	Depth	Area	Velocity	WP	n-value	Top Width	Crit Depth	HGL	EGL
(cfs)	(ft)	(sqft)	(ft/s)	(ft)	Composite	(ft)	(ft)	(ft)	(ft)
52.93	1.87	18.35	2.88	20.02	0.150	19.63	1.45	907.05	907.18

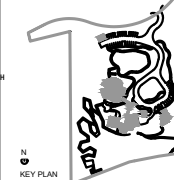




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KEY PLAN:

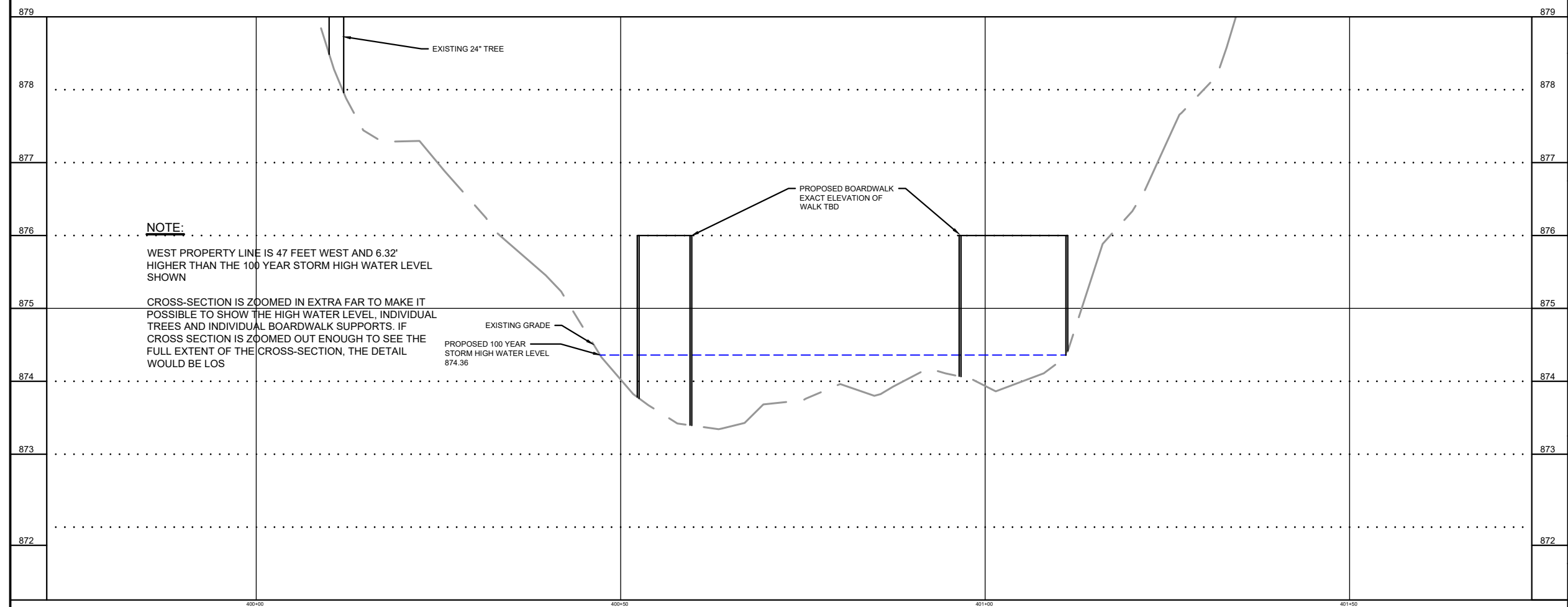


KEY PLAN

SEAL:

SECTION C-C

HORZ. 1" = 2.5'. VERT. 1" = 0.25'



5	WATER MAIN STATIONING	10/31/202
4	VILLAGE COMMENTS	10/20/202
3	VILLAGE COMMENTS	9/15/2023
2	DESIGN DEVELOPMENT	9/8/2023
1	VILLAGE COMMENTS	9/15/2023
NO	ISSUED FOR	DATE

ARCHITECT:

Studio Gang

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Suite 2080
Chicago, IL 60604

PROJECT NO. -

DRAWN: GGD DATE: 9/8/2023

CHECKED: VVR SCALE:

SHEET TITLE:

1. *Journal of Management Studies*, 1996, 33, 1, 1-14.

1. *Journal of the American Medical Association*, 1997; 277: 1001-1005.

1. *Journal of the American Medical Association*, 2000; 283: 2689-2696.

Table 1

DRAWING NUMBER:

Channel Report

Project filename: Channel model.cst

Culvert Studio v 2.0.0.29

10-27-2023

Channel Cross Section C-C

Channel 3

USER-DEFINED

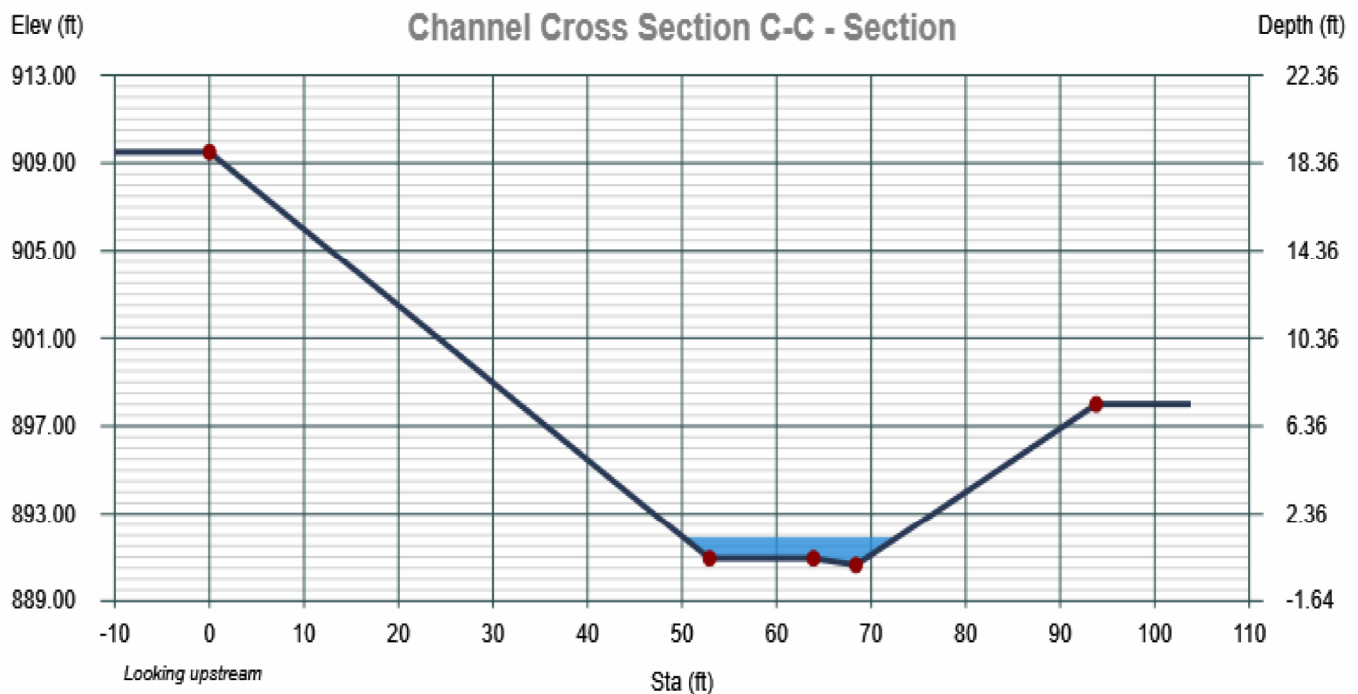
Total Depth = 18.87 (ft)
Invert Elevation = 890.64 (ft)
Channel Slope = 0.127 (ft/ft)
Manning's n = Composite

DISCHARGE

Method = Known Q
Known Q = 57.73 cfs

CALCULATION SAMPLE

Flow	Depth	Area	Velocity	WP	n-value	Top Width	Crit Depth	HGL	EGL
(cfs)	(ft)	(sqft)	(ft/s)	(ft)	Composite	(ft)	(ft)	(ft)	(ft)
57.73	1.22	18.71	3.09	22.67	0.150	22.33	0.95	891.86	892.01



Channel Report

Project filename: Channel model.cst

Culvert Studio v 2.0.0.29

10-27-2023

Channel Cross Section D-D

Channel 4

USER-DEFINED

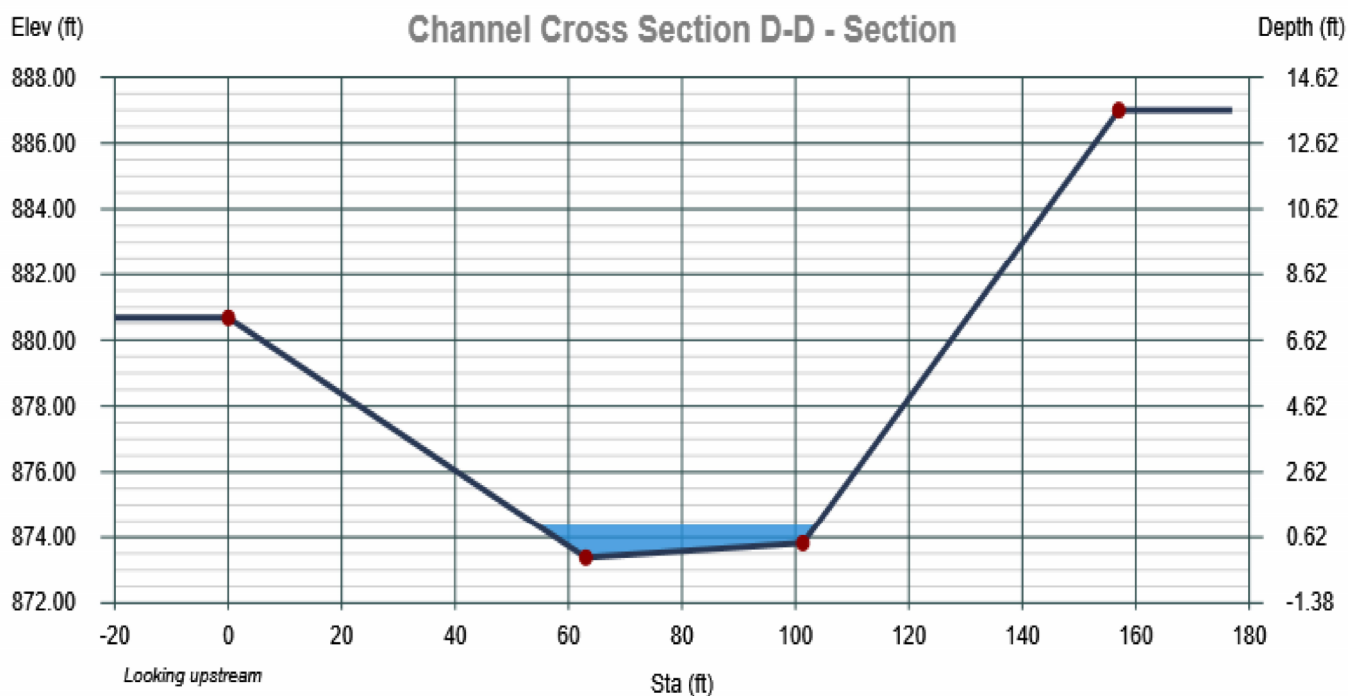
Total Depth = 13.62 (ft)
Invert Elevation = 873.38 (ft)
Channel Slope = 0.069 (ft/ft)
Manning's n = Composite

DISCHARGE

Method = Known Q
Known Q = 67.33 cfs

CALCULATION SAMPLE

Flow	Depth	Area	Velocity	WP	n-value	Top Width	Crit Depth	HGL	EGL
(cfs)	(ft)	(sqft)	(ft/s)	(ft)	Composite	(ft)	(ft)	(ft)	(ft)
67.33	0.98	33.84	1.99	49.13	0.150	49.00	0.66	874.36	874.42





Planning Request Application Village of Williams Bay

250 Williams Street • PO Box 580 • Williams Bay, WI 53191

www.vi.williamsbay.wi.gov

Phone: 262-245-2700

Request:

Please check all that apply.

- ☒ **Site Plan** [§18.1206] - \$200.00 plus \$.04/sf floor area
- ☒ **Conditional Use Permit (CUP)** [§18.1207] - \$500.00
- ☐ **Certificate of Compliance** [§18.1211] - \$200.00
- ☐ **Temporary Use Permit** [§18.1208] - \$200.00
- ☐ **Preliminary Plat** - \$200.00 plus \$20.00 per lot
- ☐ **Certified Survey Map (CSM)** - \$200.00 plus \$20.00 per lot
- ☐ **Final Plat** - \$100.00 plus \$10.00 per lot
- ☐ **Planned Development Overlay (PDO)** [§18.0709] - \$500.00
- ☐ **Planned Development Amendment** - \$500.00
- ☐ **Zoning Text or Map Amendment** [§18.1204] - \$500.00
- ☐ **Project Concept Review** - \$200.00
- ☐ **Land Use Plan Amendment** - \$500.00
- ☐ **Interpretation** [§18.1216] - \$200.00
- ☐ **Appeal** [§18.1217] - \$500.00
- ☐ **Other:** _____ Fee: _____

Date application was received:

Fee Paid:

Physical Address of Site: 327 Constance Boulevard, Williams Bay, WI 53191 (pending approval)

Tax Parcel Number: WA499800001

Project or Development Name: Women's Leadership Center

Applicant

Name: Constance Woods, LLC
Mailing Address: c/o Lisle W. Blackburn, Godfrey, Leibsle, Blackburn & Howarth, S.C.
354 Seymour Court, Elkhorn, WI 53121
eMail: lblackbourn@godfreylaw.com
Phone: 262-741-1515

Owner of Site

Name: Constance Woods, LLC
Mailing Address: c/o Lisle W. Blackburn, Godfrey, Leibsle, Blackburn & Howarth, S.C.
354 Seymour Court, Elkhorn, WI 53121
eMail: lblackbourn@godfreylaw.com
Phone: 262-741-1515

Legal Representative

Name: Lisle W. Blackburn
Mailing Address: 354 Seymour Court
Elkhorn, WI 53121
eMail: lblackbourn@godfreylaw.com
Phone: 262-741-1515

Architect, Engineer, Contractor

Name: Studio Gang Architects c/o Chris Bennett
Mailing Address: 1520 W. Division St.

Chicago, IL 60642
eMail: cbennett@studiogang.com
Phone: 773-384-1212

Legal Description of Site (Attach separate sheet if additional space is needed):

Lot 1 of Certified Survey Map No. 4998, recorded December 20, 2021, as Document No. 1053121, and being part of Block A and part of Block C of Assessor's Subdivision, being a part of the SE. 1/4 of the SW. 1/4 of Section 1 and the NE. 1/4 of the NW. 1/4 of Section 12, T.01N., R.16E., Village of Williams Bay, Walworth County, Wisconsin. Part of Tax Key No. WAS 00001A

Please answer all applicable. Missing or incomplete information may deem this application "incomplete," delaying or prohibiting a review.

Current Zoning of Site: P & I **Current Overlay Districts of Site:** None

Proposed Zoning of Site: P & I

Proposed type of structure of use: Meetings for up to 80 people.

Proposed use of structure or site: Not-for-profit meeting / community center.

Statement of proposed use of property, with pertinent facts regarding the size of area involved, extent of development, type of operation, etc. (Attach separate sheet if additional space is needed):

See attached.

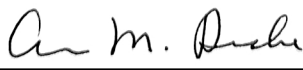
Statement showing compatibility of proposed zoning district and/or proposed use to the Village Comprehensive Plan: (Attach separate sheet if additional space is needed)

See attached.

Statement showing compatibility of proposed zoning district and/or proposed use with adjacent properties and neighborhoods (Attach separate sheet if additional space is needed):

See attached.

Print Applicant's Name: Constance Woods LLC

Signature of Applicant:  **Date:** 8/4/23

August 3, 2023

Planning Request Application - Statements

Statement of proposed use of property, with pertinent facts regarding the size of the area involved, extent of development, type of operation, etc.

The Women's Leadership Center property is 8.63 acres. The density of the development is quite low at .068 FAR. The placement of the three principal buildings and one accessory building on the site exceed the required setbacks from the property lines and Geneva Lake. The same is true for all vehicular paving.

The Council and Lodge buildings are where the meetings and dining will take place and these are located on the western portion of the site adjacent to George Williams College. The Cabin building is located on the eastern portion of the site adjacent to the residential zoning. The maximum meeting planned for either the Council or Lodge is 80 people (excluding staff and 3rd party food service). This 80-person group would occupy both buildings and the site during the day's activities. The Cabin would provide overnight accommodations for up to 3 presenters or lecturers or artists, for a period of 1 day to 2 weeks. There will be 3-6 Women's Leadership Center staff with office space at the Council building. The meeting sizes will range from 10-80 people, meetings will cover 1-5 days, with 1-3 meetings per week and operations covering 48 weeks a year. The goal is to provide 50-80 meetings a year.

Onsite parking is provided (in accordance with Village regulations) to support visitors and staff, and there is one loading area on the east side of the Lodge. The design and construction of the project is pursuing a LEED Gold designation.

Statement showing the compatibility of the proposed zoning district and/or use to the Village Comprehensive Plan.

Our proposed use of the property (Indoor Institutional – Intensive, 18.0308B and Residential Garage or Shed, 18.0315I) is consistent with the P & I zoning (Principal Land Uses Permitted by CUP and Accessory Uses Permitted by Right) and the Village's recently adopted Comprehensive Land Use Plan. Our property has been designated with P & I land use for many years. The adjacent properties to the north and west have P & I zoning, to the south is Geneva Lake and to the east is R-2 residential zoning. The design respects the environmental corridor designation with impervious coverage of 19% (buildings and paving).

We have tagged and surveyed 808 existing trees and propose to only remove 20% (does not include invasive and dead trees). The topography and trees are assets to the proposed development and to the character of Williams Bay. Our design team has carefully crafted a project, with site design and architecture, that respects the property by softly integrating the Women's Leadership Center program and related infrastructure, so it feels "at home" and connected to the uniqueness of the site.

If the Women's Leadership Center project was building 20,000sf or less, the CUP requirement would not apply. To achieve the Women's Leadership Center program, we propose to build 24,894sf. The minor incremental difference in FAR (.053 to .068) will have a negligible impact on the surrounding neighborhood and the additional building area will not appreciably impact the site.

August 3, 2023

Statement showing compatibility of the proposed zoning district and/or use with the adjacent properties and neighborhoods.

The design (mass, height and form) of the buildings is respectful of the natural character of the property and the surrounding area. Their locations on the site were selected to appreciate views of Geneva Lake and the beauty of the site itself. The exterior materials will harmonize and connect the buildings to the primary colors and textures of the property along with the surrounding area. Each building has incorporated windows that promote views and connect the visitors to the site. The technical design of the glass supports minimizing bird strikes.

The site layout, grading, storm water and utilities have been designed to harmonize and complement the site's natural land forms and minimize tree removal. The overall vision for the property is to encourage meeting attendees and staff to enjoy and explore the site at all times of the year. Key landforms (Oak Savannah Knoll and Woodland Clearing) are preserved and enhanced to support low impact activities that meeting attendees can enjoy. The property has wonderful topography and hundreds of existing trees. The landscape planting design will address the zoning requirements to screen the parking from Constance Blvd, provide a buffer planting along the eastern property line for the residential zoning and replace 1 for 1 any trees removed as part of developing the property. Our goal is to restore the entire property to a high-quality southeast Wisconsin woodland. The plant list will primarily focus on native material (woody and herbaceous).

The Women's Leadership Center believes our project will enhance the desired character of Williams Bay. The low-density development is being designed to complement and harmonize with the wooded site and the varied topography. We have sited our buildings to respect our neighbors and will restore the site so that it will be a positive example in Williams Bay which also reflects the aspirations and heritage of the Kishwaukee Nature Conservancy.

September 15, 2023

Women's Leadership Center

Narrative addressing: Site Plan Review (18.1206), Zoning Permit (18.1209), Performance Standards (18.0800), Group Development and Large Development Standards (18.0821)

The Women's Leadership Center property is one of a few around Geneva Lake that has not seen previous development. The topography and trees are assets to the proposed development and to the character of Williams Bay. Our design team has carefully crafted a project, with site design and architecture, that respects the property by softly integrating the Women's Leadership Center program and related infrastructure, so it feels "at home" and connected to the uniqueness of the site.

Our proposed use of the property (Indoor Institutional – Intensive, 18.0308B and Residential Garage or Shed, 18.0315I) is consistent with the P & I zoning (Principal Land Uses Permitted by CUP and Accessory Uses Permitted by Right) and the Village's recently adopted Comprehensive Land Use Plan. Our property has been designated with P & I land use for many years. The design respects the environmental corridor designation with impervious coverage of 19% (buildings and paving). We have tagged and surveyed 808 existing trees and propose to only remove 23% or 186 (does not include invasive and dead trees). The existing water main will be upgraded to 8" (from 6") and we will connect to the existing sanitary line along the lake. The storm water control system is focused on water quality and infiltration that meets the regulatory requirements. The layout of the onsite vehicular circulation, parking and loading area meet the Village's standards and the requirements for emergency vehicle access. The submittal drawings provide detailed information about the design of the project and the site data table addresses the bulk standards. The design and construction of the project is pursuing a LEED Gold designation.

The placement of the three principal buildings and one accessory building on the site exceed the required setbacks from the property lines and Geneva Lake. The same is true for all vehicular paving. The design (mass, height and form) of the buildings is respectful of the natural character of the property and the surrounding area. Their locations on the site were selected to appreciate views of Geneva Lake and the beauty of the site itself. The exterior materials will harmonize and connect the buildings to the primary colors and textures of the property along with the surrounding area. Each building has incorporated windows that promote views and connect the visitors to the site. The technical design of the glass supports minimizing bird strikes.

The Council and Lodge buildings are where the meetings and dining will take place and these are located on the western portion of the site adjacent to George Williams College. The Cabin building is located on the eastern portion of the site adjacent to the residential zoning. The maximum meeting planned for either the Council or Lodge is 80 people (excluding staff and 3rd party food service). This 80-person group would occupy both buildings and the site during the day's activities. The Cabin would provide overnight accommodations for up to 3 presenters or lecturers or artists, for a period of 1 day to 2 weeks. There are 3 bedrooms (each with a bathroom) and some common areas (kitchen, dining and living room). There will be 3-6 Women's Leadership Center staff with office space at the Council building. The meeting sizes will range from 10-80 people, meetings will cover 1-5 days, with 1-3 meetings per week and operations covering 48 weeks a year. The goal is to provide 50-80 meetings a year. Meeting attendees will stay at George Williams College or local hotels and primarily be shuttled over and

September 15, 2023

back with a 12-15 person passenger van. Onsite parking is provided (in accordance with Village regulations) to support visitors and staff, and there is one loading area on the east side of the Lodge.

The site layout, grading, storm water and utilities have been designed to harmonize and complement the site's natural land forms and minimize tree removal. The overall vision for the property is to encourage meeting attendees and staff to enjoy and explore the site at all times of the year. Most of the parking is located near Constance Blvd with an appropriate setback for landscape screening. Key landforms (Oak Savannah Knoll and Woodland Clearing) are preserved and enhanced to support low impact activities that meeting attendees can enjoy. The curvilinear driveway system (layout and grading) creates visual sequences of the property before meeting attendees arrive at the drop off. An open sided covered walkway between the Council and Lodge buildings, provides shelter from the elements as meeting attendees arrive at the drop off, and while walking to and from either building. The primary pedestrian path system provides meeting attendees (and staff) a 387 linear foot walking path that meets ADA requirements. The boardwalk (from Base Camp and lower level of the Lodge to the dock and Lake Shore Path) traverses 55' of grade change, is 986 feet long and is also ADA accessible. These two path systems allow all users to "take a walk in the woods". Base Camp (between Council and Lodge) is intended to provide an informal space for breakouts, relaxing, small group yoga and viewing the lake and ravine. The Terraced Garden (south side of Lodge building) will support dining, lectures (using the terraces) and viewing the lake.

Site lighting is being accomplished with a variety of fixture types and is respectful of the Dark Sky's initiatives. The design uses downward facing fixtures that control the direction of the light so that the foot candle levels provide appropriate lighting for people to comfortably and safely use the property.

The garage will be unconditioned space. It will shelter a passenger van, two golf carts and outdoor furniture. Vehicles will be serviced off site and site maintenance will be contracted with a third party. Some mechanical equipment will be ground mounted on the north side of the Council and the east side of the Lodge. This equipment will be screened with fencing that matches or complements the building finishes. Inside the enclosure with the Lodge, will be a natural gas generator for emergency electrical power and a central location to handle all of the project's refuse. The proposed development shall comply with Sections 18.0812 thru 18.0820.

The property has wonderful topography and hundreds of existing trees. Throughout its previous ownership, maintenance and stewardship of the plant communities has been lacking or non-existent. Over the past 100 years or more, invasive woody and herbaceous plants have taken over the site. During the past year, the Women's Leadership Center took the first steps to reverse the decades of neglect by removing about 90 invasive trees and a majority of the invasive understory. The landscape planting design will address the zoning requirements to screen the parking from Constance Blvd, provide a buffer planting along the eastern property line for the residential zoning and replace 1 for 1 any trees removed as part of developing the property. Our goal is to restore the entire property to a high-quality southeast Wisconsin woodland. The site design has identified 186 trees (23%, allowed 30% max.) for removal and the design shows the installation of 209 new trees. The new trees will diversify the plant species community and these trees will meet and exceed the Village size requirements. The plant list will primarily focus on native material (woody and herbaceous). The mowed lawn areas will be limited portions of the Oak Savannah Knoll and Woodland Clearing use areas to support some group activities or temporary tents.

September 15, 2023

The Women's Leadership Center believes our project will enhance the desired character of Williams Bay. Our use is consistent with the existing zoning, the Comprehensive Land Use Plan and will support the local economy. The low-density development is being designed to complement and harmonize with the wooded site and the varied topography. We have sited our buildings to respect our neighbors and will restore the site so that it will be a positive example in Williams Bay which also reflects the aspirations and heritage of the Kishwaukee Nature Conservancy.

Site Data

Site Area: 376,112sf (8.63 acres)

Adjacent Zoning

North: P & I (Yerkes Future Foundation)
South: Open Space (Geneva Lake)
East: SF-2 (Single Family Residential)
West: P & I (George Williams College)

Principal Buildings

Council: 8,104sf
Lodge: 13,150sf
Cabin: 3,640sf
24,894sf

Accessory Building

Garage: 875sf

Building Setbacks (min.)

Constance Blvd: 30'
Geneva Lake: 150'
East: 50'
West: 15'

FAR: .068

Site Coverage: 19% (buildings and pavement)

Building Coverage: 6.8%

Landscape Surface Ratio: 81%

Maximum Building Height: 24'-8" (measured at the front of the Lodge)

Parking: 34 spaces (includes 2 ADA)

Loading: 1 dock/area

Water Usage

Peak/Daily: 100 gpm/1gpm (average daily)
Fire Flow: 500 gpm

Sewer Usage

Peak/Daily: 2 gpm (peak daily)/ 1gpm (average daily)

August 3, 2023

Women's Leadership Center
Conditional Use Permit Narrative: 18.1207.D(2)

The not-for-profit Women's Leadership Center at Williams Bay is a multidisciplinary hub where leaders from various fields will gather to learn, innovate, exchange ideas, and challenge existing paradigms to create new possibilities. The Center will primarily serve women leaders at the forefront of public and private enterprise, global supply chain, engineering and technology, infrastructure and design, and space and astrophysics. Once established, the Women's Leadership Center will serve as a platform for these leaders to engage in transformative conversations and meaningful collaborations which will have the opportunity to change the world.

The Woman's Leadership Center will be located on an 8.6-acre site on the shores of Geneva Lake more particularly described as follows:

Lot 1 of Certified Survey Map No. 4998, recorded December 20, 2021, as Document No. 1053121, and being part of Block A and part of Block C of Assessor's Subdivision, being a part of the SE. 1/4 of the SW. 1/4 of Section 1 and the NE. 1/4 of the NW. 1/4 of Section 12, T.01N., R.16E., Village of Williams Bay, Walworth County, Wisconsin.

Part of Tax Key No. WAS 00001A

The Center is contiguous to George Williams College of Aurora University and Yerkes Observatory and will be immersed in the site's natural beauty and rich history. Due to its close proximity to these two learning institutions, the Center is grounded in opportunity for cross-collaboration. The Women's Leadership Center team has also planned a restoration of the site with native vegetation to further pronounce the historical value and visual allure of the grounds. The Center, which will feature three unique buildings named The Lodge (13,150 SF), The Council (8,104 SF), and The Cabin (3,640 SF), will provide opportunities for various forms of programming including: summits, focused retreats, seminars, and roundtable discussions. The combined total conditioned space of the Center's buildings is 24,894 square feet. A small maintenance shed, located adjacent to the required on-site parking, is also being planned.

The three primary buildings, The Lodge, The Council and The Cabin are strategically organized to respect neighboring properties such that distinct programming can occur in each while still maintaining a harmonious relationship between the three spaces, the lake, and the surrounding natural environment. The Lodge and The Council, in particular, are designed to support a variety of meeting and gathering functions, catering to a range of group sizes and program

durations. The Cabin will have private accommodations for up to three guest artists or lecturers concurrently, to support on-site programming. The Center's campus is designed to be active year-round, hosting a range of activities from an engaging day-long board retreat for 15-20 attendees to a five day-long leadership summit for 60-80 attendees. Attendees will be provided overnight accommodations at either George Williams College or several of the local boutique hotels in the area and will be shuttled to the Center for activities. The general location of the three primary buildings and the maintenance shed is depicted on the site plan submitted with the Center's conditional use permit application.

The design of the Women's Leadership Center has been a highly resourced and skillful meeting of minds to execute. Two and a half years in the planning, the Women's Leadership Center is a combined effort of the award-winning architecture firm, Studio Gang Architects, the landscape design studio, OLIN, contractor Pepper Construction, arts management consultants AMS Planning & Research, and owner Ann Drake, and her knowledgeable team of advisors and staff. The Center, a cultural incubator by design, aspires to immerse itself into and enhance the vitality of arts, science, and culture already present in Williams Bay and the surrounding communities.

September 15, 2023

Ms. Bonnie Schaeffer
Zoning Administrator
Village of Williams Bay
P.O. Box 580
250 Williams Street
Williams Bay, WI 53191

Re: Response to Village Review Comments
Women's Leadership Center, Williams Bay, WI

Village Engineer Review Comments dated September 1, 2023:

1. General:

- a. Provide a full set of civil plans. Several sheets are in the stormwater report but not in the plan set.
Full civil plans included in resubmittal.
- b. Incorporate the Village's Standard Material List into the drawings.
Material list added to plan sheet C-001 – General Notes.
- c. Provide a copy of the WDNR NOI permit when received.
This will be provided when received.
- d. Provide a copy of the WDNR water main extension permit when received.
This will be provided when received.

2. Sheet C-500 (Grading & Erosion Control Plan):

- a. Show drainage divides.
Drainage divides have been added to Exhibit 3 of the Stormwater Management Report.
- b. Provide wider riprap/flow spreaders at pipe outlets to reduce channelized flow.
Rip rap adjusted to be wider.
- c. Show basin emergency overflow locations.
The basins are currently not designed to have overflows. If the systems become clogged, the overland flow paths of the biofilters will spill off site. See the overland flow paths for more details.
- d. The proposed shed is blocking an existing drainage path.
The west side of the proposed shed and parking lot has been regraded to modify the existing drainage path, but in no way is the existing drainage path being obstructed by the proposed shed.
- e. Show flumes and erosion control measures where stormwater enters basins.
Flumes added to sheet, rip rap is present at all outfalls into basins and base of flumes.
- f. Show large storm event overland flow paths.
Black arrows have been added to Exhibit 3 of the Stormwater Management Report.
- g. Provide project benchmarks.
Project benchmarks have been added to plan sheet C-200 – Existing Conditions.

3. Sheet C-700 (Proposed Subsurface Utility Plan):

- a. Provide a utility access and drainage easement per previous comments.
Comment is being reviewed by the WLC team.
- b. Remove trees from the proposed water main easement.
Trees have been removed.
- c. Provide a water main plan and profile.
A profile for the proposed 8-inch water main has been included in plan sheet C-701 – Proposed Water Main Profile. Also per comment in page 4, hydrant H-1 has been moved and extended to Constance Boulevard for access by Village.

- d. Make sanitary sewer repairs per previous comments.
Comment is being reviewed by the WLC team.
 - e. Provide a 20-foot easement for the existing sanitary sewer.
WLC will provide a 20-foot easement for the existing sanitary sewer.
 - f. Remove trees over the existing sanitary sewer.
Per the Village Engineer's email dated 9/13/23, no additional trees will be removed at this time.
4. Stormwater Management Report:
- a. The areas shown on the "Proposed Conditions Map" don't match the areas listed in the narrative, Hydrocad calculations, and WinSLAMM calculations.
Exhibit 2 has been updated, (C and D colors were reversed).
 - b. Provide storm sewer and detention oversizing for future expansion of Constance Blvd. per previous comments.
Comment is being reviewed by the WLC team.
 - c. Provide the 10-year and 100-year Hydrocad calculations.
10-year and 100-year calculations have been added to Appendix E
 - d. Show the location of the "Hydro" suspended solids separation device on the plan.
Label has been added to Exhibits 2 and 3.
 - e. Biofilter basins should be designed with underdrains and overflow structures to provide proper infiltration and TSS removal per WDNR Technical Standard 1004. They are serving no purpose with outlet pipes located above the floor of the basins.
Underdrains have been added to all biofilters and Exhibit 4.
 - f. Provide the WinSLAMM input data for Biofilter D.
Appendix F has been updated with all input data.
 - g. Several 6-inch storm sewers are shown on the plans. We recommend minimum 8-inch storm sewers and preferably 12-inch. Clogging will become an issue with the number of branches, leaves, and animals in the area.
All 6" storm sewers, other than roof drain pipe, have been upsized to 8" storm sewers.
5. Review comment in Page 1: See the snip below for the latest concept; they are proposing to put a dock, storage shed and a system of boardwalks in the stormwater overland flow route for 30 acres of upstream land. This overland flow route may need to drain approximately 100 acres of land following a future reconstruction of Constance Boulevard.
- We have reviewed the off-site drainage areas and are confident the shed location, the planned boardwalk and the existing dock will not impede the overland flow (off site and on site) within the ravine from reaching Geneva Lake. There is almost 70' of grade change from Constance Blvd. to the lake, making it nearly impossible for off-site and on-site surface water to be impeded and back up on to the ROW or properties upstream.*
6. Review comment in Page 3: We still seek easements on the property for future sanitary sewer and drainage improvements between Constance Boulevard and Geneva Lake. We need a to legally be able to put more water on their property when we expand Constance Boulevard in the future. We also seek additional right-of-way to widen Constance Boulevard and provide a pedestrian path between the University and downtown to make this road safer.
- The request for a drainage and sanitary sewer easement along the west property line is being reviewed by the WLC team. The request for additional right of way is being reviewed by the WLC team.*

Ms. Bonnie Schaeffer
Village of Williams Bay
September 15, 2023
Page 3

Please feel free to contact me if you have any questions.

Respectfully,

RUEKERT & MIELKE, INC.

Violet V. Razo

Digitally signed by Violet V. Razo
DN: C=US,
E=VRazo@ruekert-mielke.com,
CN=Violet V. Razo
Date: 2023.09.15 16:49:44-05'00'

Violet V. Razo, P.E. (WI)
Project Manager
vrazo@ruekert-mielke.com
VVR:sjs

August 2, 2023

Women's Leadership Center

Compatibility Report (18.0821.G (2):

Our proposed use of the property (Indoor Institutional – Intensive, 18.0308B and Residential Garage or Shed, 18.0315I) is consistent with the P & I zoning (Principal Land Uses Permitted by CUP and Accessory Uses Permitted by Right) and the Village's recently adopted Comprehensive Land Use Plan. Our property has been designated with P & I land use for many years. If the Women's Leadership Center project was building 20,000sf or less, the CUP requirement would not apply. To achieve the Women's Leadership Center program, we propose to build 24,894sf. The minor incremental difference in FAR (.053 to .068) will have a negligible impact on the surrounding neighborhood and the additional building area will not appreciably impact the site.

The project design respects the environmental corridor designation with impervious coverage of 19% (buildings and paving). We have tagged and surveyed 808 existing trees and propose to only remove 20% (does not include invasive and dead trees). The storm water control system is focused on water quality and infiltration that meets the regulatory requirements.

Our design team has carefully crafted a project, with site design and architecture, that respects the property by softly integrating the Women's Leadership Center program and related infrastructure, so it feels "at home" and connected to the uniqueness of the site. The placement of the three principal buildings and one accessory building on the site exceed the required setbacks from the property lines and Geneva Lake. The same is true for all vehicular paving. The design (mass, height and form) of the buildings is respectful of the natural character of the property and the surrounding area. The design and construction of the project is pursuing a LEED Gold designation.

The site layout, grading, storm water and utilities have been designed to harmonize and complement the site's natural land forms and minimize tree removal. The overall vision for the property is to encourage meeting attendees and staff to enjoy and explore the site at all times of the year. Most of the parking is located near Constance Blvd with an appropriate setback for landscape screening. Key landforms (Oak Savannah Knoll and Woodland Clearing) are preserved and enhanced to support low impact activities that meeting attendees can enjoy.

The development density (.068 FAR) of the Women's Leadership Center use is low to modest. Our traffic generation is low, with trips for attendees mostly happening by shuttling from local hotels or George Williams College using passenger vans (12-15 persons).

The property has wonderful topography and hundreds of existing trees. Throughout its previous ownership, maintenance and stewardship of the plant communities has been lacking or non-existent. Over the past 100 years or more, invasive woody and herbaceous plants have taken over the site. During the past year, the Women's Leadership Center took the first steps to reverse the decades of neglect by removing about 90 invasive trees and a majority of the invasive understory. Our goal is to restore the entire property to a high-quality southeast Wisconsin woodland. The plant list will primarily focus on native material (woody and herbaceous).

August 2, 2023

The Women's Leadership Center believes our project will enhance the desired character of Williams Bay. Our use is consistent with the existing zoning, the Comprehensive Land Use Plan and will support the local economy. The low-density development is being designed to complement and harmonize with the wooded site and the varied topography. We have sited our buildings to respect our neighbors and will restore the woodland site so that it will be a positive example in Williams Bay which also reflects the aspirations and heritage of the Kishwauketoe Nature Conservancy.

September 13, 2023

Women's Leadership Center

390-0821 Group Development and Large Development Standards. Summary of paragraph 6 and 8 per Village Administrator comment dated 9.13.23

CHAPTER (6)

Overall building design. The building exterior shall complement other buildings in the vicinity, and shall be of a design determined appropriate by the Plan Commission:

(a)

The building shall employ varying setbacks, heights, roof treatments, doorways, window openings, and other structural or decorative elements to reduce apparent size and scale of the building.

Response: All buildings (Lodge, Council, Cabin) employ varying design elements noted in 390-0821 (6a)

(b)

A minimum of 20% of the structure's facades that are visible from a public street shall employ actual protrusions or recesses with a depth of at least six feet. No uninterrupted facade shall extend more than 100 feet.

Response: All buildings (Lodge, Council, Cabin) employ varying design elements noted in 390-0821 (6b). No uninterrupted façade extends more than 100'

(c)

A minimum of 20% of all of the combined linear roof eave or parapet lines of the structure shall employ differences in height, with such differences being six feet or more as measured eave to eave or parapet to parapet.

Response: The combined linear roof eaves of the buildings employ more than 20% of varying heights noted in 390-0821 (6c)

(d)

Roofs with particular slopes may be required by the Village to complement existing buildings or otherwise establish a particular aesthetic objective.

Response: The Village has not issued any such requirement.

(e)

Ground-floor facades that face public streets shall have arcades (a series of outdoor spaces located under a roof or overhang and supported by columns or arches), display windows, entry areas, awnings, or other such features along no less than 60% of their horizontal length. The integration of windows into building design is required, and shall be transparent, clear glass (not tinted) between three to eight feet above the walkway along any facades facing a public street. The use of blinds shall be acceptable where there is a desire for opacity.

Response: NA

(f)

Building facades shall include a repeating pattern that includes no fewer than three of the following elements: color change; texture change; material modular change; and expression of architectural or structural bay through a change in plane no less than 24 inches in width, such as an offset, reveal, or projecting rib. At least one of these elements shall repeat horizontally. All elements shall repeat at intervals of no more than 30 feet, either horizontally or vertically.

Response: All building deploy repeating façade designed material patterns that change with offsets, reveals, heights, depths, proportions, and no pattern repeats more than 30 feet in height horizontal or vertical

(g)

Landscaped berm. For development exceeding 20,000 square feet in total gross floor area, and where the subject property abuts an area zoned or planned for residential or institutional use, a minimum six-foot-high berm shall be provided. The berm shall be planted with a double row of white, green, or blue spruce plantings, or similar species and varieties approved by the Village, spaced 15 feet on center.

Response: The site has hundreds of existing trees. The eastern portion of the site where the buffer would be created, is densely covered with numerous mature trees. Building an earth berm would damage these existing trees. The current landscape design has added more trees and shrubs to the buffer area and the landscape point value exceeds the Village requirements, see sheet L-901.

CHAPTER (8)

In general, existing natural features shall be integrated into the site design as a site and community amenity. Each development shall intentionally incorporate into site and building design elements that contribute to the long-term environmental sustainability of the development and the Village. Each development shall provide at least 1/2 of the following sustainability features:

(a)

Reuse an existing, previously developed building and/or site.

Response: NA

(b)

Utilize one or more rain gardens or bioswales, as described in the Village of Williams Bay Landscaping Guidelines, to capture and manage stormwater.

Response: Numerous features as requested have been incorporated into the site design. See C-500 Grading & Erosion Control Plan in the submitted documents

(c)

Incorporate stormwater management facilities that are designed to appear as natural features that can serve as attractive focal points for the development.

Response: Numerous features as requested have been incorporated into the site design. See C-500 Grading & Erosion Control Plan in the submitted documents and L-901 Planting Plan: Tree and Groundcovers

(d)

Install native/naturalized landscaping that minimizes requirements for irrigation/watering and provides natural habitat.

Response: Almost the entire site is being restored with native vegetation. See L-901 Planting Plan: Tree and Groundcovers

(e)

Deliberately design/retrofit the primary building with energy efficient systems, such as lighting, refrigeration, and HVAC systems.

Response: NA

(f)

Utilize paving and/or roof materials with a solar reflectance index of at least 29 for a minimum of 50% of the combined pavement and roof area on the site.

Response: The buildings are targeting LEED Gold and employ various roof types with high reflectivity including high reflective roof materials, green roofs, and gravel ballast roofs.

(g)

Recycle a minimum of 75% of the waste generated during building/site construction.

Response: This will be part of the contractors construction management plan.

(h)

Utilize a minimum of 25% recycled materials for building construction.

Response: The buildings are targeting LEED Gold and employ various types of recycled content for structural materials and finish materials.

(i)

Utilize a minimum of 50% regional materials for building construction (extracted, harvested, or recovered, and manufacturing from within 500 miles of the development site).

Response: The buildings will look to locally source materials to greatest extent possible as part of LEED certification.

(j)

Purchase a minimum of 50% of the development's energy from renewable sources, such as wind or solar.

Response: This will be reviewed with the WLC group

(k)

Integrate solar, geothermal, wind, or other on-site energy generation into the site and/or building design.

Response: The buildings take advantage of passive cooling, operable windows, and take advantage of natural shading from the tree canopy in the summer months.

(l)

Install a green roof or rooftop garden.

Response: The buildings will employ various roof types with high reflective roof materials, green roofs, and gravel ballast roofs. The Lodge and Cabin buildings will have rooftop terraces for small group gatherings.

(m)

Install systems that allow for the capture and later use of rainwater to water landscaping and for other permitted functions.

Response: Rainwater capture from roofs is currently under review with the WLC and design team.

(n)

Two additional sustainability features not listed above but approved by the Plan Commission to meet the Village's sustainability objectives, not including any feature already required by another section of this chapter.

Response: The structures of the buildings are utilizing timber construction where applicable which has a high embodied carbon. Additionally, low carbon concrete and steel with high recycled content are part of the design and engineering specifications.

September 15, 2023

Women's Leadership Center

Large Development Questionnaire, 18.0821B

Applicant Name: Constance Woods, LLC

Applicant Address: 354 Seymour Court
Elkhorn, WI 53121

Applicant Phone Number: 262-741-1515

Property Owner: Constance Woods, LLC

Developer: Women's Leadership Center

Contractor: Pepper Construction

Engineer: Ruekert – Mielke

Architect: Studio Gang

Planner: Studio Gang

Landscape Architect: OLIN Studio

Lighting Representative: Pritchard Peck

Total Site Area: 8.63 acres

Environmental Corridor Components -

Surface Water: 0

Wetlands: 0

100 year Flood Plain: 0

Steep Slopes (equal to or greater than 12%): 4.34 ac

Upland Woodlands: 8.63 ac (includes steep slope areas)

Williams Bay Comprehensive Land Use Plan:

Our proposed use of the property (Indoor Institutional – Intensive, 18.0308B and Residential Garage or Shed, 18.0315I) is consistent with the P & I zoning (Principal Land Uses Permitted by CUP and Accessory Uses Permitted by Right) and the Village's recently adopted Comprehensive Land Use Plan. Our property has been designated with P & I land use for many years. If the Women's Leadership Center project was building 20,000sf or less, the CUP requirement would not apply. To achieve the Women's Leadership Center program, we propose to build 24,894sf. The minor incremental difference in FAR (.053 to .068) will have a negligible impact on the surrounding neighborhood and the additional building area will not appreciably impact the site.

Future Land Use Plan:

The proposed use is compatible with the plan.

Transportation:

The development density (.068 FAR) of the Women's Leadership Center use is low to modest. Adjacent land uses to the north and west have higher occupancy and more parking. Our access point on Constance Blvd will only have one driveway. There is a future on street bike route planned for Constance Blvd. When this happens, there would be the opportunity for our site path system to be extended to the right of way. Our traffic generation is low, with trips for attendees mostly happening by shuttling from local hotels or George Williams College using passenger vans (12-15 persons).

September 15, 2023

Utilities and Community Facilities:

The density of our use (.068 FAR) is very low for the P & I zoning district. We will connect to the existing Village water and sewer lines, and have planned to upgrade the water main to 8" (from 6"). The site design includes storm water basins to address all requirements. Our low density (max. group is 80) will not burden existing public or private infrastructure.

Community Character:

The design of the Women's Leadership Center project will enhance the desired character of Williams Bay. Our use is consistent with the existing zoning, the Comprehensive Land Use Plan and will support the local economy. The low-density development is being designed to complement and harmonize with the wooded site and the varied topography. We have sited our buildings to respect our neighbors and will restore the woodland site so that it will be a positive example in Williams Bay which also reflects the aspirations and heritage of the Kishwaukee Nature Conservancy.

Agricultural Resources:

The location and small size of the property and its existing woodland condition will not have any negative effects on other existing agricultural lands. The soil on our site is rated as the least productive class (Class IV-VIII) per the Soil Suitability for Agriculture map in the Comprehensive Land Use Plan.

Natural Resources:

Our project embraces the goals and objectives identified in the Comprehensive Land Use Plan. The topography and trees are assets to the proposed development and to the character of Williams Bay. The design team has carefully crafted a project, with site design and architecture, that respects the property by softly integrating the Women's Leadership Center program and related infrastructure, so it feels "at home" and connected to the uniqueness of the site. The design respects the environmental corridor designation with impervious coverage of 19% (buildings and paving). We have tagged and surveyed 808 existing trees and propose to only remove 23% or 186 trees (does not include invasive and dead trees). The Village ordinance allows up to 30% of the trees to be removed. The planting design has included 209 new trees in sizes that meet and exceed Village requirements.

The site layout, grading, storm water and utilities have been designed to harmonize and complement the site's natural land forms and minimize tree removal. The overall vision for the property is to encourage meeting attendees and staff to enjoy and explore the site at all times of the year. The storm water control system is focused on water quality and infiltration that meets the regulatory requirements. Key landforms (Oak Savannah Knoll and Woodland Clearing) are preserved and enhanced to support low impact activities that meeting attendees can enjoy. The landscape planting design has a primary goal to restore the entire property to a high-quality southeast Wisconsin woodland. The plant list will primarily focus on native material (woody and herbaceous).

Economic Development:

The Women's Leadership Center meeting attendees will stay in local hotels or George Williams College. Attendees will come from all 50 states and abroad. The Women's Leadership Center intends to use various local food service vendors to provide attendee meals and florists for table decorations and related items. It will also hire local companies to provide ongoing maintenance services for any owned vehicles, our buildings, grounds and pier.

September 15, 2023

Other Provisions of the Comprehensive Plan:

Cultural Resources – As proposed, the Women's Leadership Center project respects and supports the goals and objectives outlined in the Comprehensive Land Use Plan. Our location adjacent to George Williams College and Yerkes Future Foundation, expands the footprint of the long history that each of these organizations have in Williams Bay. This has been detailed in the response paragraphs within this questionnaire and other submitted narratives.

Williams Bay Park and Open Space Plan:

The Women's Leadership Center will continue to allow access and maintain the Lake Shore Path. The location of the property is not adjacent or near any other public recreation features or facilities.

Williams Bay Intergovernmental Agreements:

The Women's Leadership Center project and use are consistent with all aspects of the Village's Comprehensive Plan. To the extent other governmental bodies have relied on this plan for their own planning and agreements, the Women's Leadership Center project will not hinder the orderly progress and implementation of existing or future agreements.

State and County Land Use, Transportation and Park Plans:

The Women's Leadership Center is not aware of any regional plans where our use and low-density development approach would be in conflict with these documents.

September 27, 2023

Women's Leadership Center

Chapter 9 Landscaping requirements.

§ 390-0906 Landscaping requirements for regular developments

B.

Building foundations. As indicated in Figure 390-0906,^[1] certain buildings or building additions constructed after the effective date of this chapter are required to be accented by a minimum amount of landscaping placed near the building foundation.

(1) Foundation landscaping shall be placed so that at maturity, the plant's drip line is located within 10 feet of the building foundation. Such landscaping shall not be located in those areas required for landscaping as street frontages, paved areas, protected green space areas, reforestation areas, or buffer yards. Foundation landscaping shall be installed and permanently maintained in conformity with the requirements of § 390-0912.

Response: Per zoning requirements for building foundation, our project is required to meet or exceed a minimum of 549 landscape points. We estimate that the design per plan would provide 3947 landscaping points. See calculations in chart on sheet L901.

(2) For each 100 feet of building foundation perimeter, the landscaping installed shall, at a minimum, meet the number of landscaping points specified in Figure 390-0906. The actual number of points required for such landscaping shall be computed on a prorated basis, and installed and permanently maintained per the requirements of § 390-0912.

Response: Per zoning requirements for building foundation, our project is required to meet or exceed a minimum of 549 landscape points.

(3) Shade trees and tall trees shall not be used to meet the foundation landscaping requirement. The intent of this section is to require a visual break in the mass of buildings and to require a visual screen of a minimum of six feet in height for all exterior perimeter appurtenances (such as HVAC/utility boxes, standpipes, stormwater discharge pipes and other pipes).

Response: No shade trees are counted in the building foundation landscape points requirements calculation. Landscaping points achieved were calculated using only medium trees and shrubs, refer to the sheet L901.

(4) If the officially approved site plan depicts a future building extension, the foundation landscaping requirement shall be calculated by measuring the length of the total perimeter. However, foundation plantings need only be installed based on the landscape points calculated from the portions of the building perimeter that will not be affected by building extension. If this results in a point requirement not met by the initial planting, then the requirement shall be met within five years after the issuance of the building permit or within such larger time period as established in writing by the Plan Commission.

Response: N/A (SGA to confirm).

C.

Street frontages. As indicated in Figure 390-0904, street frontages on certain lots developed after the effective date of this chapter contain a minimum amount of landscaping in those areas abutting the right-of-way of a public street.

(1) All landscaping used to meet street frontage requirements shall be located within 10 feet of the public right-of-way. Under no circumstances shall such landscaping be located within a public right-of-way. Landscaping shall not impede vehicle or pedestrian visibility and shall be installed and permanently maintained in conformity with the requirements of § 390-0912.

Response: Per zoning requirements, the landscape points were calculated within 10 feet of the public right of way.

(2) For every 100 linear feet of street frontage of a developed lot abutting a public street right-of-way, the landscape installed shall at a minimum meet the number of landscaping points specified in Figure 390-0906. The actual number of points required for such landscaping shall be computed on a prorated basis, and installed and maintained per the requirements of § 390-0912.

Response: Per zoning requirements for street frontage, our project is required to meet or exceed a minimum of 309 landscape points. We estimate that the design per plan would provide 405 landscape points. See calculations in the chart on sheet L901.

(3) Shrubs shall not be used to meet street frontage landscaping requirements. A minimum of 50% of all points shall be devoted to shade or tall trees, or a combination of such trees, and a minimum of 30% of all points shall be devoted to medium trees.

Response: The planting plan proposed 3 large trees (225 points) and 6 medium-sized shade trees (180 points) in the placement area. This totals 405 points, with large trees making up 55% and medium trees making up 45% of the proposed points.

D.

Paved areas. As indicated in Figure 390-0906, paved areas on certain lots developed after the effective date of this chapter must contain a minimum amount of landscaping within 10 feet of the paved area. The intent is to require a continuous visual screen of parking areas from public rights-of-way at a minimum height of 40 inches.

(1) A minimum of 360 square feet of landscaped area, which shall be located within 10 feet of the paved area, is required for the placement of every 100 paved area landscaping points. Said area does not have to be provided in one contiguous area. Sample configurations are depicted in Figure 390-0904 above. Plants used to fulfill this requirement shall visually screen parking, loading, and circulation areas from view from public streets. Paved area landscaping shall be installed and permanently maintained in conformity with the requirements § 390-0912.

Response: Per zoning requirements for paved areas, our project is required to meet or exceed a minimum of 264 landscape points and 951 square feet of landscape area. We estimate that the design per plan would provide 5031 landscaping points. See calculations in the chart on sheet L901.

(2) For every 20 off-street parking stalls or 10,000 square feet of pavement (whichever yields the greater landscaping requirement) located in a development, the landscaping installed shall at a minimum meet the number of landscaping points specified in Figure 390-0906. The actual number of points required for such landscaping shall be computed on a prorated basis, and installed and maintained per the requirements of § 390-0912.

Response: Per zoning requirements for paved area, our project is required to meet or exceed a minimum of 264 landscape points.

(3) A minimum of 30% of all points shall be devoted to shade or tall trees, or a combination of such trees, and a minimum of 40% of all points shall be devoted to shrubs.

Response: We estimate the design per plan would provide 7321 landscaping points. See calculations in the chart on sheet L901.

(4) Parking lot design shall employ interior landscaped islands with a minimum of 350 square feet at all parking aisle ends, and in addition, shall provide a minimum of one landscaped island of a minimum of 350 square feet in each parking aisle for every 20 cars in that aisle. Aisle-end islands shall count toward meeting this requirement. Landscaped medians shall be used to break large parking areas into distinct pods, with a maximum of 100 spaces in any one pod.

Response: Per zoning requirement, the proposed parking lot design include parking island very 4-6 parking stalls, detail plan see sheet L901.

E.

Developed lots. As indicated in Figure 390-0906, lots developed after the effective date of this chapter must contain a minimum amount of landscaping.

(1) Landscaping required by this subsection is most effective if located away from those areas required for landscaping as building foundations, street frontages, paved areas, protected green space areas, reforestation areas, or buffer yards.

Response: Per zoning requirements, calculation based on the tall deciduous and understory tree within the base camp high-intensity planting area.

(2) The number of landscaping points specified in Figure 390-0906 shall be provided on a prorated basis for every 1,000 square feet of gross floor area, and installed and maintained per the requirements of 390-0912.

Response: Per zoning requirements for develop lots, our project is required to meet or exceed a minimum of 498 landscape points.

(3) The intent of this section is to provide yard shade and to require a visual screen of a minimum of six feet in height for all detached exterior appurtenances (such as HVAC, utility boxes, standpipes, stormwater discharge pipes and other pipes).

Response: Per zoning requirements, numerous trees and planting were proposed at the lodge loading and terrace garden areas to provide a visual screen from the arrival drop-off point and program area.

§ 390-0909 Buffer yard requirements.

A.

Purpose. This section provides the landscaping and width requirements for buffer yards on lots developed after the effective date of this chapter. A buffer yard is a combination of distance and a visual buffer or barrier. It includes an area, together with the combination of plantings, berms, and/or fencing that are required to eliminate or reduce existing or potential nuisances. These nuisances can often occur between adjacent zoning districts. Such nuisances are dirt; litter; noise; glare; signs; and incompatible land uses, buildings, or parking areas.

B.

Required locations for buffer yards. Buffer yards shall be located along (and within) the outer perimeter of a lot wherever two different zoning districts abut one another. Buffer yards shall not be required in front or street side yards

Response: According to zoning documents, the WLC site falls under the "P&I Public and Institutional" zoning district. To meet the buffer yard requirements, trees and planting have been proposed on the eastern side of the site, which is adjacent to a residential property. On the western side of the property, it abuts an institutional site that does not necessitate a buffer yard zone

C.

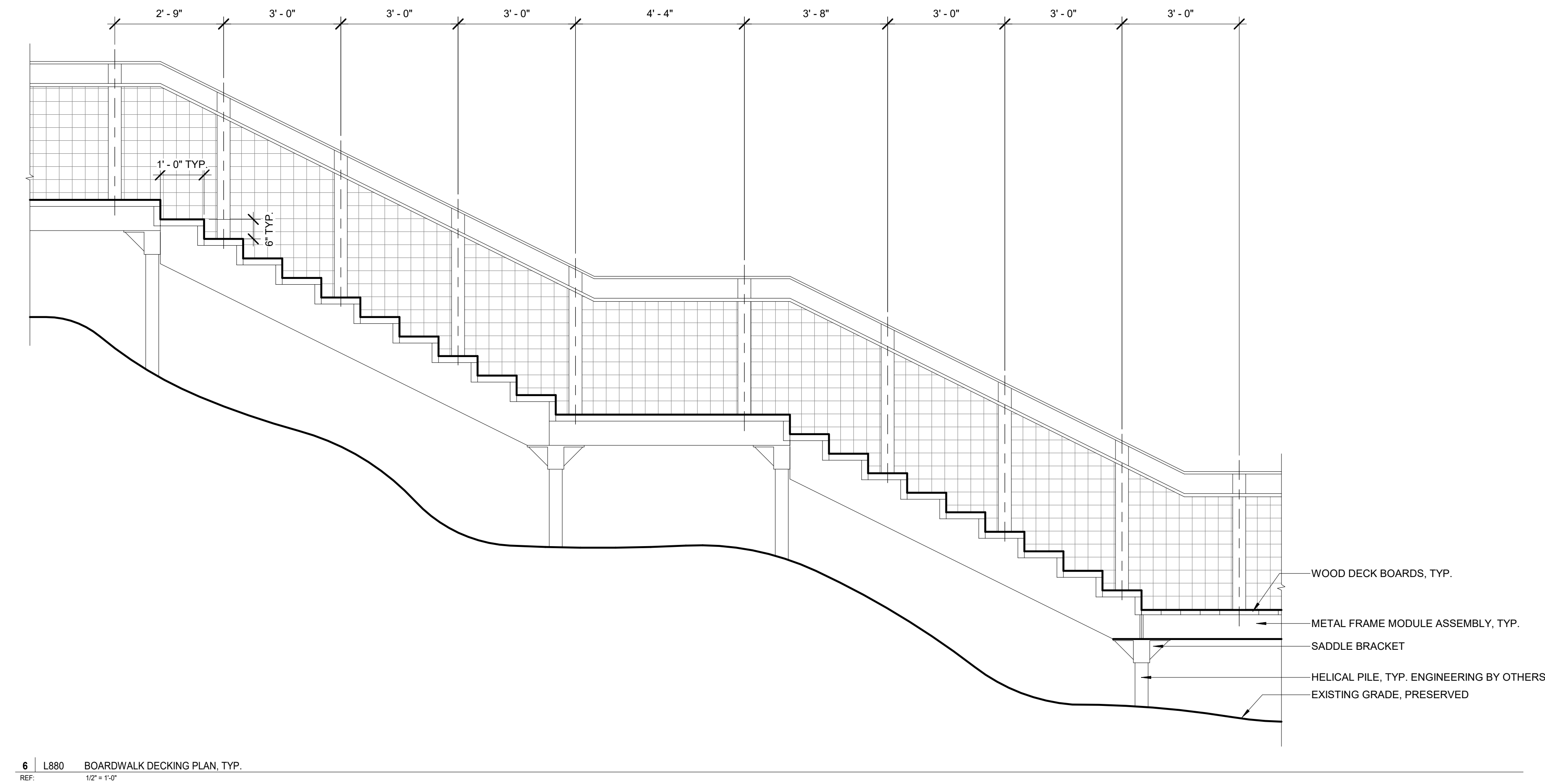
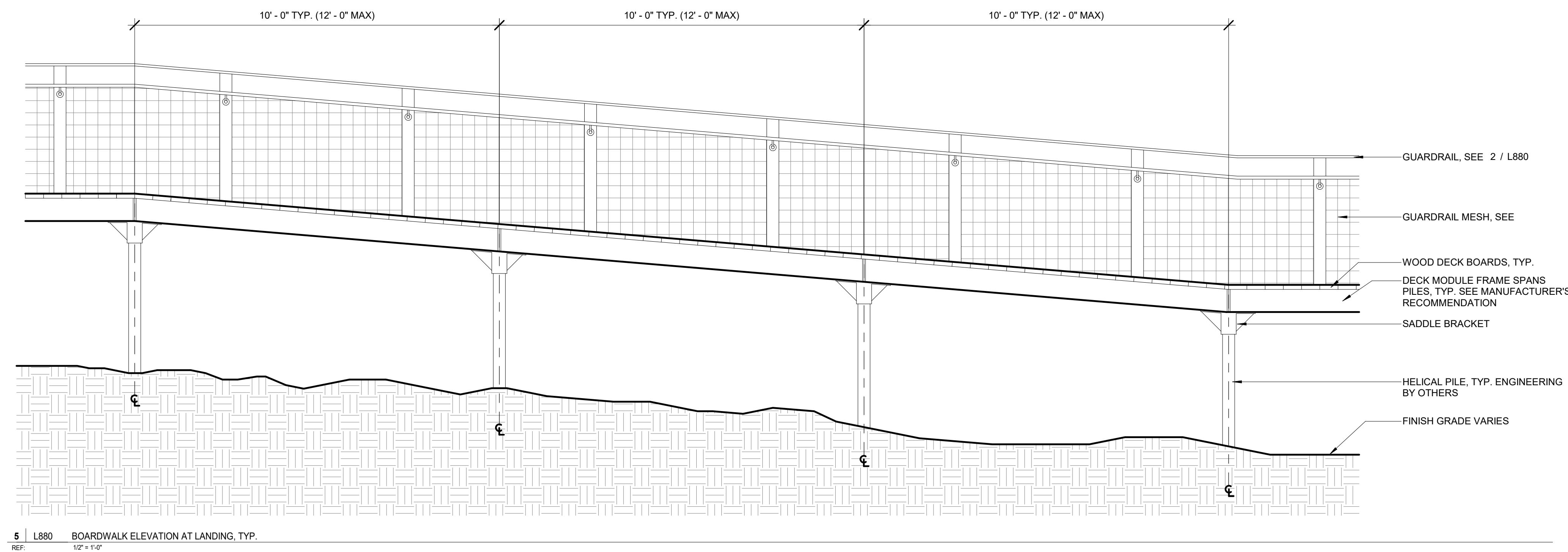
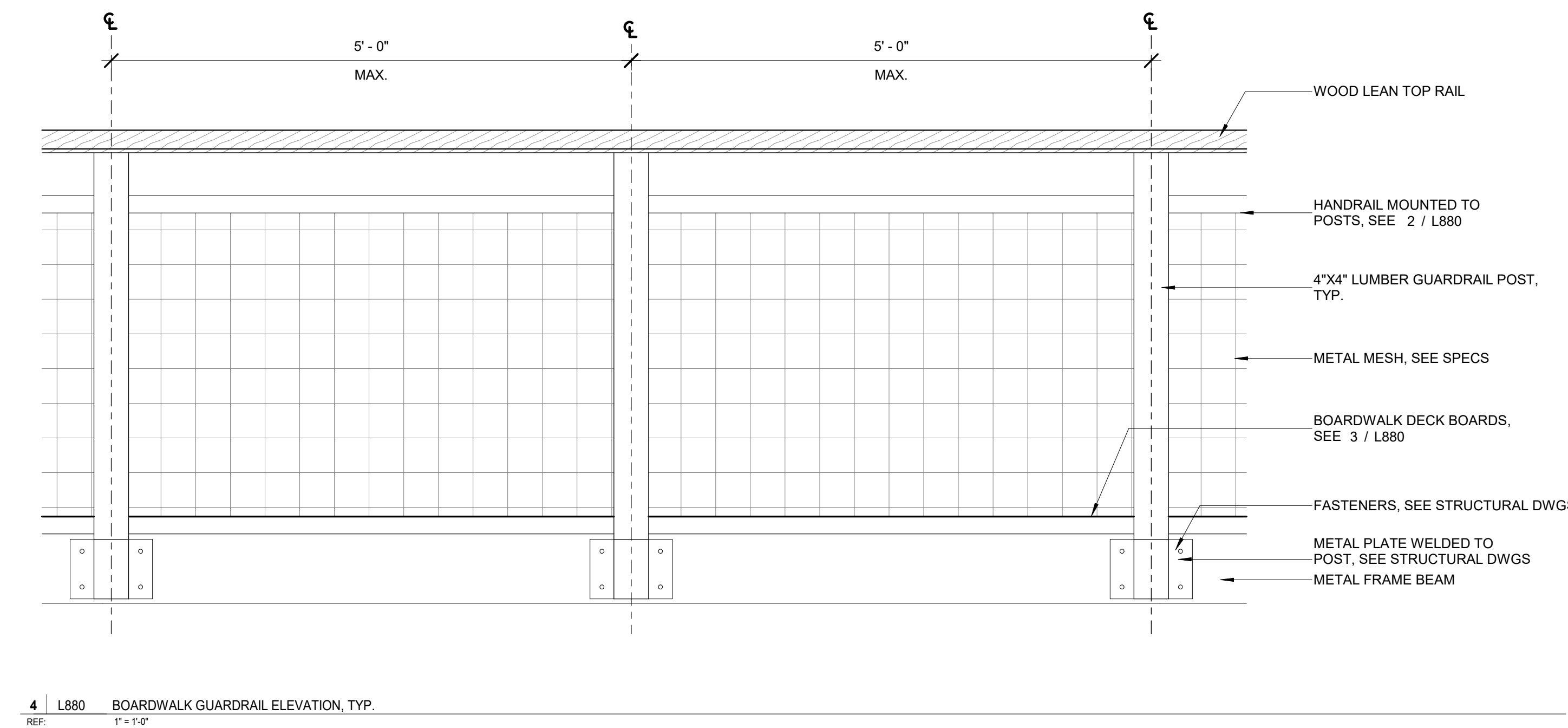
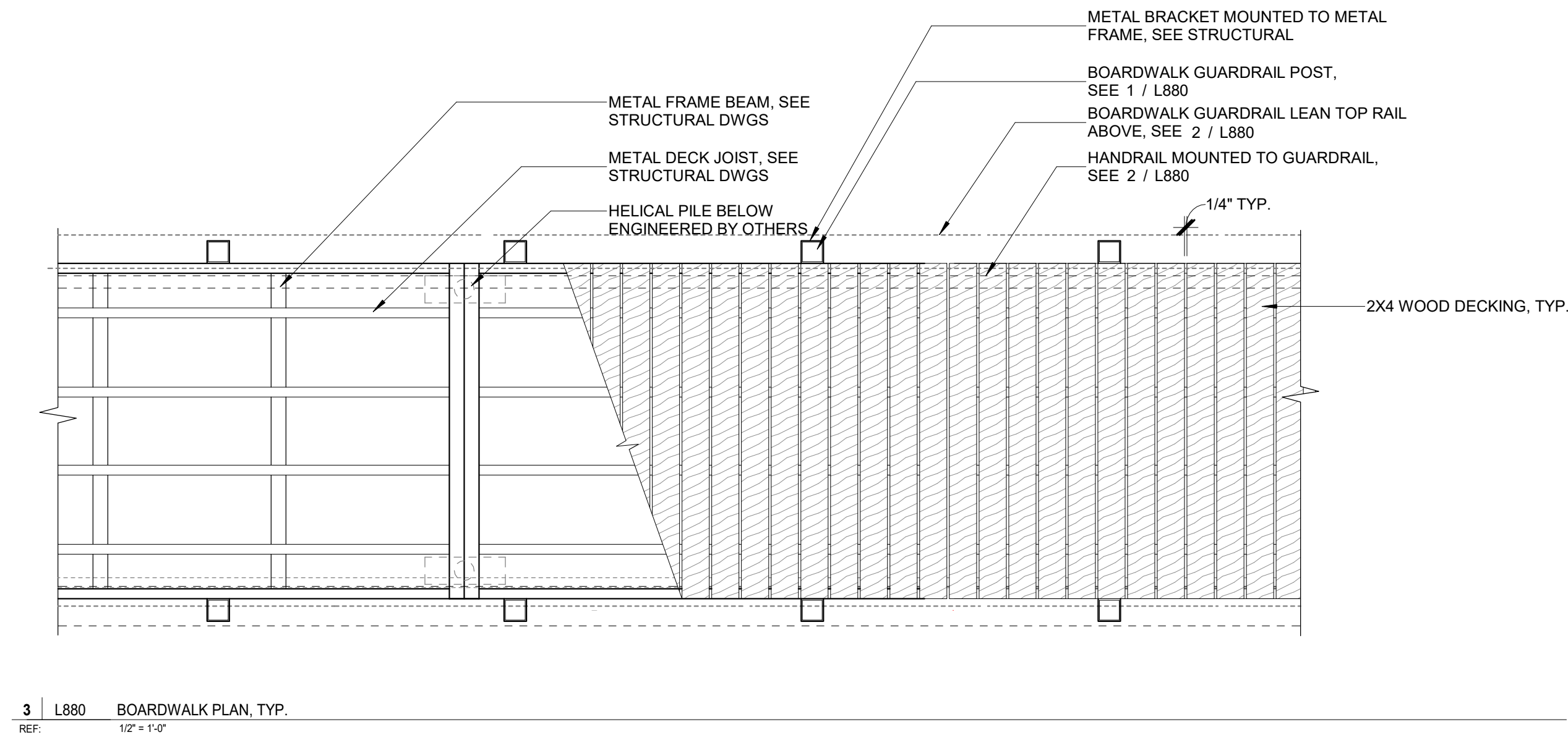
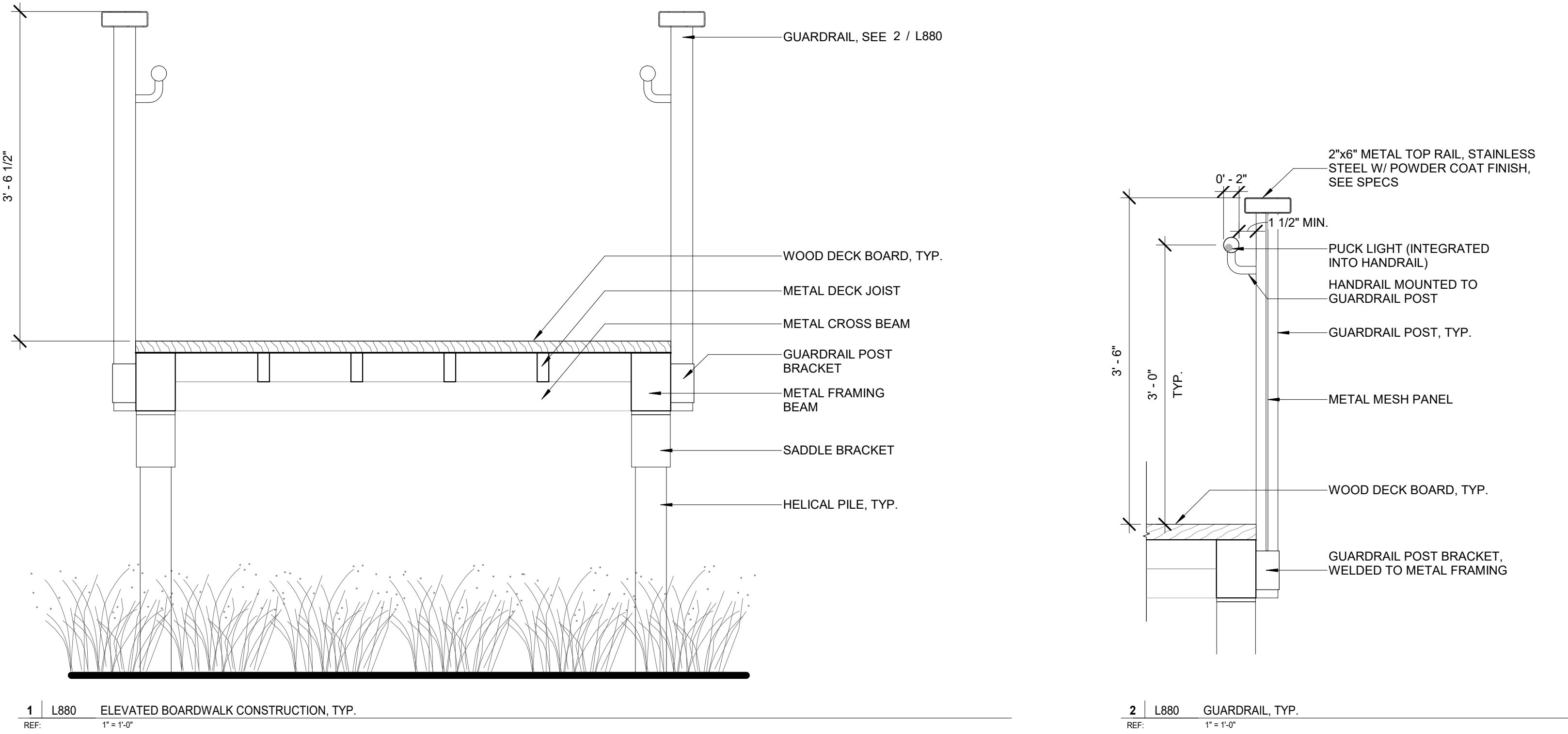
Determination of required buffer yard. The determination of buffer yard requirements is a two-staged process. First, the required level of buffer yard opacity is determined using Figure 390-0909A.^[1] Opacity is a quantitatively derived measure that indicates the degree to which a particular buffer yard screens the adjoining property. The required level of opacity indicated by Figure 390-0909A is directly related to the degree to which the potential character of development differs between abutting zoning districts. The provisions of this section indicate the minimum requirements for buffer yards located along zoning district boundaries.

Response: Per zoning requirements for buffer yard, our project is required to meet 0.4 opacity.

D.

Identification of required level of opacity. Figure 390-0909A shall be used to determine the minimum level of opacity for the required buffer yard. The required level of opacity is determined by the value given in the cell of the table at which the column heading along the top row of the table (representing the subject property's zoning district) intersects with the row heading along the left hand side of the table (representing the adjacent property's zoning district). The value listed is the required level of opacity for the buffer yard on the subject property.

Response: Per zoning requirements for buffer yard, our project on the east side is required to meet 0.4 opacity. We estimate that the design per plan would provide over 299 landscaping points per 100 linear feet requirements. See calculations in chart on sheet L901



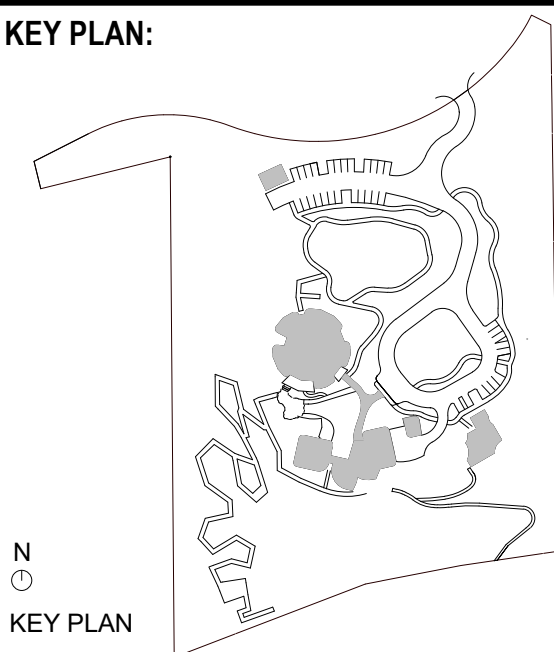
WOMEN'S LEADERSHIP CENTER

259 Constance Blvd
Williams Bay, WI 53191

GENERAL NOTES

- THE DRAWINGS, SPECIFICATIONS AND OTHER DOCUMENTS PREPARED BY THE ARCHITECTS FOR THIS PROJECT ARE INSTRUMENTS OF THE ARCHITECT'S SERVICE FOR USE SOLELY WITH RESPECT TO THIS PROJECT AND UNLESS OTHERWISE PROVIDED THE ARCHITECT SHALL BE DEEMED THE AUTHOR OF THESE DOCUMENTS AND SHALL RETAIN ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING THE COPYRIGHT. REPRODUCTION IS PROHIBITED. COPYRIGHT 2023, STUDIO GANG.
- CONTRACTORS AND SUBCONTRACTORS SHALL VERIFY ALL FIGURED DIMENSIONS AND CONDITIONS AT THE JOB SITE AND NOTIFY THE ARCHITECT OF ANY DIMENSIONAL ERRORS, OMISSIONS OR DISCREPANCIES BEFORE BEGINNING OR FABRICATION OF ANY WORK. DO NOT SCALE THESE DRAWINGS.

KEY PLAN:



SEAL:

NOT FOR CONSTRUCTION	
2	DESIGN DEVELOPMENT
NO.	ISSUED FOR
09/08/2023	DATE

ARCHITECT:

Studio Gang

1520 W. DIVISION STREET
CHICAGO, IL 60642

CONSULTANTS:

THORNTON TOMASETTI
STRUCTURAL ENGINEER
330 N. WABASH AVE
Suite 1500
CHICAGO, IL 60611

DATA BASED+
SUSTAINABILITY CONSULTANT
303 W. ERIE ST
Suite 510
CHICAGO, IL 60642

db | HBS
MECHANICAL, ELECTRICAL,
PLUMBING, AND FIRE PROTECTION
303 W. ERIE ST
Suite 510
CHICAGO, IL 60642

OLIN STUDIO
LANDSCAPE ARCHITECT
1617 John F. Kennedy Boulevard
Suite 1900
Philadelphia, PA 19103

RUEKERT MELKE
CIVIL ENGINEER
W232 N2080 Ridgeway Parkway
Waukegan, WI 53186

FRITCHARD PECK
LIGHTING DESIGN
385 Cermakina St.
San Francisco, CA 94103

APPLIED ECOLOGICAL SERVICES
ECOLOGY
17921 Smith Road
Brookfield, WI 53005

THRESHOLD ACOUSTICS
ACOUSTICS AND AV
141 W. Jackson Blvd
Suite 2000
Chicago, IL 60604

PROJECT NO. : 22013

DRAWN: PG, ES DATE: 09/08/2023

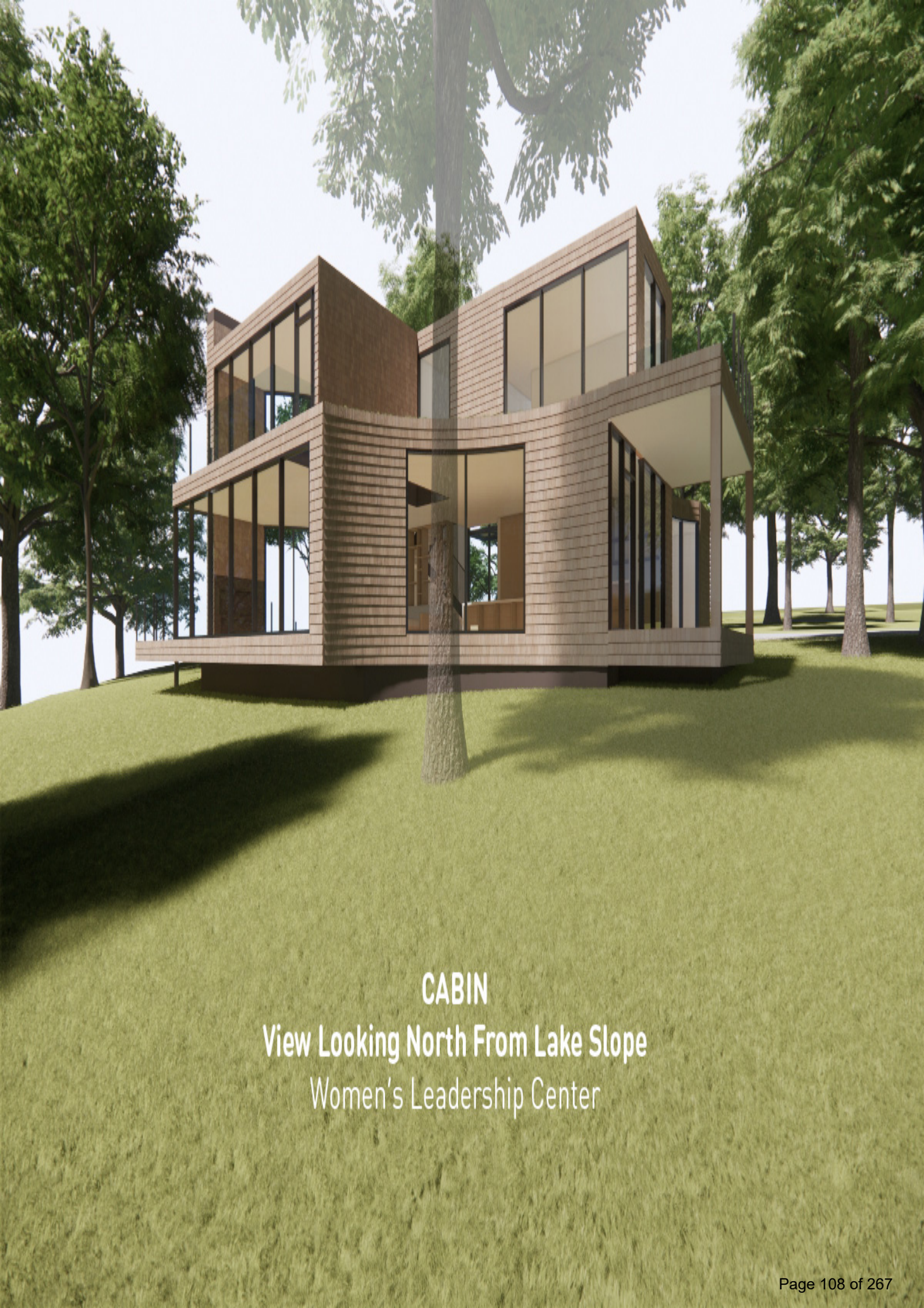
CHECKED: SL SCALE: As indicated

SHEET TITLE:

DETAILS - BOARDWALK

DRAWING NUMBER:

L880



CABIN

View Looking North From Lake Slope

Women's Leadership Center



COUNCIL

View Looking Northwest From Dropoff
Women's Leadership Center



LODGE

View Looking Northeast From Lake Slope
Women's Leadership Center

Women's Leadership Center

At Williams Bay

November 16, 2023

Mr. Bill Duncan, Village President
and Trustees
Village of Williams Bay
250 Williams Street
Williams Bay, WI 53191
bduncan@vi.williamsbay.wi.gov

RE: Women's Leadership Center – Response to Baxter & Woodman letter to the Village dated 11-7-23

Dear President Duncan and Trustees:

Prior to the Plan Commission meeting on November 14, 2023, we received the above-referenced letter and provided a response to this letter and the referenced Engineers Report to Committee from Baxter & Woodman dated 11-3-23. During the meeting on the 14th, there was general agreement with the Plan Commission and Baxter and Woodman that items 1-4 and 8-10 have been addressed in the affirmative and do not need further discussion. So, we are left with the Village-requested easements in items 5-7. We assert that these three easements will have a profound impact on our project, are outside the parameters of the Villages ordinances and if all three were enacted, would encumber nearly 25% of the Women's Leadership Center's property. Also, the work in these easements is likely to remove 45 additional existing trees and potentially up to 80 trees.

The Women's Leadership Center purchased the property primarily because of the site's unique topography and woodland character. Our design team has carefully crafted a plan, with site design and architecture, that respects the property by softly integrating the Women's Leadership Center program and related infrastructure, so it feels "at home" and connected to the uniqueness of the site. The design respects the environmental corridor designation with impervious coverage of 19% (buildings and paving) with 6.8% being the buildings. We have tagged and surveyed 808 existing trees and propose to only remove 23% (allowed 30% max.) or 186 (does not include invasive and dead trees). We propose installing 219 new trees (more than 1/1 replacement). The storm water control system is focused on water quality and infiltration that meet the regulatory requirements. Our use is consistent with the existing zoning, the Comprehensive Land Use Plan and will support the local economy. We are not requesting to sub-divide or rezone our property.

There is a request for an extremely wide drainage easement (item #5) along our west property line. The entire area that is draining through this "ravine" feature is 14 acres. Some of this

area is our property, some on the George Williams College property and some to the north of Constance Blvd. Our engineer has studied the 100- year storm event requested by Baxter & Woodman. Ruekert & Mielke has stated there is no danger of flooding to our buildings or George Williams College or property to the north of Constance Blvd. There is almost 70' of grade change from Constance Blvd. to the lake, making it nearly impossible for offsite and on-site surface water to be impeded and back up on to the ROW or properties upstream and adjacent. The Ruekert & Mielke cross sections B-B and C-C demonstrate the 100-year event will be 15-22 feet below our buildings and the George Williams College property, taking into account the existing trees and proposed boardwalk.

We are aware of Wisconsin Statutes Ch. 88, under § 88.90 which states - "Whenever any natural watercourse becomes obstructed so that the natural flow of water along the same is retarded by the negligent action of the owner, occupant or person in charge of the land on which the obstruction is located, the owner or occupant of any lands damaged by such obstruction may request the removal thereof by giving notice in writing to such owner, occupant or person in charge of the land on which the obstruction is located." With the aforementioned analysis by Ruekert & Mielke and Wisconsin law 88.90, we simply cannot understand why the requested easement is necessary. It is my understanding that a drainage easement can only be requested when a property is subdivided, and the Women's Leadership Center is not requesting to subdivide or rezone our property. The Women's Leadership Center is not required to allow the pass through or discharge of any additional property runoff, other than the existing 14 acres that is draining through our property currently.

Item #6 is requesting we provide a 10' dedication or easement for a future path along Constance Blvd. The Village's 5 year Capital Improvement Plan from 8-15-20 does not include any discussion of a project on this street. The Comprehensive Plan (adopted 4-3-23) shows a future on street bike route. Within the Transportation Chapter there are policies listed on page 60; those of interest are 1, 3 & 8 which bear directly to our disagreement with this request. To our knowledge, the Village has not conducted any public meetings to present this idea to the Community and notify all property owners along this street that they will be asked to provide the same dedication or easement. An easement for a potential future path creates tremendous liability for the WLC as an "attractive nuisance" (whether the path is realized or not). Since the 2020 Capital Improvement Plan is silent on this improvement and there has not been a public process to support this request consistent with the policies noted above in the Comprehensive Plan, the Women's Leadership Center does not agree to a dedication or easement at this time.

The requested 20' easement for a future sanitary sewer along our west property line (item #7) is not caused by our project or intended future development on our property. The sole beneficiaries are properties to the north and west of our site. Given the lack of contributory factors by our project, it would seem reasonable to find another location for this sewer line when there is a real request to serve the intended areas to the north and west.

As designed, our project will have 81% open space and will have a net gain of trees (preserved and new). We will be restoring almost all of the property with native woodland grasses, shrubs and forbs. The additional requested Village easements would take almost 25% of our property while we are only building on 19% (buildings and pavement). The Women's Leadership Center does not agree the Village's additional easement requests (items

5-7) are reasonable or legal, given our proposed low-density project and the Village has not shown any connection or impact caused by our project to substantiate these requests. The pending conditional use permit application and proposed site plan reflect not only the significant expenditures we have already made to get to this point, but also our commitment to make a substantial future investment in the community through development of the Women's Leadership Center. That commitment, however, is not without limitations.

It is our sincere hope the Village will abandon these requests and allow our project to move forward. We look forward to our meeting with the Village Board on the 20th and our team will be prepared to answer any questions.

Thank you for your support,

A handwritten signature in black ink, appearing to read "Ann Drake". The signature is fluid and cursive, with the first name "Ann" and last name "Drake" clearly distinguishable.

Ann Drake
President and Founder
Women's Leadership Center at Williams Bay

CC: Jim D'Alessandro (jdalessandro@vi.williamsbay.wi.gov)
Adam Jaramillo (ajaramillo@vi.williamsbay.wi.gov)
Steven Russell (srussell@vi.williamsbay.wi.gov)
Robert Umans (rumans@vi.williamsbay.wi.gov)
George Vlach (gvlach@vi.williamsbay.wi.gov)
Lowell Wright (lwright@vi.williamsbay.wi.gov)
Bonnie Schaeffer (zoning@vi.williamsbay.wi.gov)

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-79-23**

**A RESOLUTION AUTHORIZING INSURANCE POLICY RENEWALS WITH
LEAGUE OF WISCONSIN MUNICIPALITIES MUTUAL INSURANCE COMPANY (LWMMIC)
AND R&R INSURANCE FOR YEAR 2024**

WHEREAS, the Village is a member of the League of Wisconsin Municipalities Mutual Insurance Company (LWMMIC); and

WHEREAS, LWMMIC and R&R Insurance provided the enclosed proposal for Year 2024; and

WHEREAS, on November 6, 2023, the Village Finance and Personnel Committee reviewed and recommended approval of the proposal from LWMMIC ("***Proposal***"); and

WHEREAS, the President and Village Board have determined that it is in the best interests of the Village and its residents to renew insurance through LWMMIC to provide insurance to the Village in accordance with the Proposal; and

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN**, as follows:

SECTION ONE: **Recitals.** The foregoing recitals are incorporated herein as if fully set forth.

SECTION TWO: **Approval; Authorization.** The Proposal submitted by League of Wisconsin Municipalities Mutual Insurance Company (LWMMIC) is hereby authorized in substantially the form attached hereto as Exhibit A. The Village President and Village Clerk are hereby authorized and directed to execute and attest, respectively, the Proposal in its final form on behalf of the Village.

SECTION THREE: **Effective Date.** This Resolution shall be in full force and effect upon its passage and approval in the manner provided by law.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____

William Duncan, President

Attest: _____

Tina Kolls, Clerk

EXHIBIT A
League of Wisconsin Municipalities Mutual Insurance Company Proposal
(LWMMIC and R&R Insurance)

2024-25 Insurance Premium Comparison Summary

11/8/2023

	<u>Prior Year</u>	<u>Current Year</u>	<u>% Difference</u>	<u>\$ Difference</u>
LWMMI	\$48,751	\$51,382	5.4%	\$2,631
Other Coverages	\$23,408	\$25,029	6.9%	\$1,621
LWMMI + Other Total	\$72,159	\$76,411	5.9%	\$4,252
Workers Comp Total	\$40,270	\$50,301	24.9%	\$10,031
Property				
Building	\$17,527	\$18,777	7.1%	\$1,250
Contractor's Equipment	\$2,949	\$3,155	7.0%	\$206
Business Income	\$360	\$360	0.0%	\$0
Equipment Breakdown	\$1,869	\$2,034	8.8%	\$165
Property Total	\$22,705	\$24,326	7.1%	\$1,621
Totals	\$135,134	\$151,038	11.8%	\$15,904

LEAGUE OF WISCONSIN MUNICIPALITIES MUTUAL INSURANCE COMPANY

INSURANCE PROPOSAL FOR WILLIAMS BAY, VILLAGE OF

1/1/2024 - 1/1/2025
Proposal Number 11775



League Insurance
316 W. Washington Ave., Suite 600
Madison, WI 53703
(608) 833-9595

Matt Becker, CEO
matt@lwwmi.org



R&R Insurance
N14 W23900 Stone Ridge Drive
Waukesha, WI 53188
(800) 566-7007

Nancy Wuenne
nancy.wuenne@rrins.com

**Protection for League Members and the communities they call home.
That is our business and we do it well.**

Created in 1984 and governed by a board of your peers, League Insurance insures more than 500 cities, villages, and special districts. We are 100% member owned and our financial security, broad coverages, and customized services are specifically designed to serve Wisconsin municipalities.

Village of Williams Bay

01/01/2024 to 01/01/2025

Proposal

- Premium Comparison
- Proposal
- Statement of Values
- Cyber Liability
- Premier Services

Insured Name: Village of Williams Bay

Nancy Wuenne/ Ashley Pettit
Effective: 1/1/2024 - 1/1/2025

Premium Comparison

Company	Prior Year <u>LWMMI</u>	Current Year - By Companies Quoting		
Year	2023	2024	Difference	
Coverages				
General Liability	\$8,647.00	\$8,747.00	\$100.00	1.2%
Police Prof Liability	\$6,434.00	\$6,565.00	\$131.00	2.0%
Public Officials Liability	\$12,425.00	\$12,717.00	\$292.00	2.4%
Auto Liability	\$8,449.00	\$8,769.00	\$320.00	3.8%
Auto Physical Damage	\$9,872.00	\$11,336.00	\$1,464.00	14.8%
Cyber	\$2,924.00	\$3,248.00	\$324.00	11.1%
Package Total	\$48,751.00	\$51,382.00	\$2,631.00	5.4%
Property	\$22,705.00 <i>MPIC</i>	\$24,326.00 <i>MPIC</i>	\$1,621.00	7.1%
Crime	\$703.00 <i>Hanover</i>	\$703.00 <i>Hanover</i>	\$0.00	0.0%
Other Coverages Subtotal	\$23,408.00	\$25,029.00	\$1,621.00	6.9%
Workers Compensation	\$40,270.00	\$50,271.00	\$10,001.00	24.8%
Estimated Premium	\$112,429.00	\$126,682.00	\$14,253.00	12.7%
Exposure changes				
	<u>2023</u>	<u>2024</u>	<u>Difference</u>	
Package Changes				
Total Payroll	\$1,700,567	\$1,762,019	61,452	3.6%
# of Full Time Police Officers	8	8	-	0.0%
Number of Vehicle	28	30	2	7.1%
Total Vehicle Values	\$2,575,364	\$2,817,531	242,167	9.4%
Population	2953	2,953	0	0.0%
Property (See Additional Page)				
Work Comp (See additional page)				
7710 was endorsed off of the 23/24 Work Comp policy				

Insured Name: Village of Williams Bay		Workers' Compensation Comparison									
Effective: 1/1/2024 - 1/1/2025											
Code	Classification	2023 Payroll Exposure	2023 Rate	2023 Premium	2024 Payroll Exposure	2024 Rate	2024 Premium	Exposure Difference	Rate Difference	% Rate Difference	Premium Difference
7520	Waterworks Operation	199,533	3.15	6,285	206,517	3.07	6,340	6,984	-0.08	-2.5%	55
7709	Fire Department - Volunteer <i>Flat Charge based on Population</i>	2,953		2,012	2,953		1,953				(59)
7710	Civil Defense Workers	0	3.56	0	16,560	3.27	542	16,560	-0.29	-8.1%	542
7720	Police Officers	626,721	2.67	16,733	648,656	2.42	15,697	21,935	-0.25	-9.4%	(1,036)
8810	Clerical Office	554,650	0.17	943	574,063	0.17	976	19,413	0.00	0.0%	33
9414	Village Operations	301,651	4.73	14,268	312,209	4.01	12,520	10,558	-0.72	-15.2%	(1,748)
Totals		1,685,508		40,241	1,763,040		38,092	77,532			(2,149)
Experience Mod			1.07	2,817		1.42	15,999		0.35		13,182
Premium Discount			7.00%	(3,008)		7.40%	(4,010)		0.40%		(1,002)
Expense Constant				220			220				0
Terrorism Coverage			0.00	0		0.00	0				0
Total Premium				\$40,270			\$50,301				\$10,031

Insured Name: Village of William		Property Comparison			
Effective: 1/1/2024 - 1/1/2025					
		Prior Year MPIC 2023	Current Year MPIC 2024	Difference	
Building, BPP, PITO					
Premium		\$17,527.00	\$18,777.00	\$1,250.00	7%
Coverage Limit		25,260,463	26,523,510	\$1,263,047.00	5%
Rate		\$0.0694	\$0.0708	\$0.00	2%
Deductible		\$5,000.00	\$5,000.00	\$0.00	0%
Contractor's Equipment					
Premium		\$2,949.00	\$3,155.00	\$206.00	7%
Coverage Limit		1,340,400	1,434,228	\$93,828.00	7%
Rate		\$0.22	\$0.22	\$0.00	0%
Deductible		\$1,000.00	\$1,000.00	\$0.00	0%
Business Income					
Premium		\$360.00	\$360.00	\$0.00	0%
Coverage Limit		1,000,000	1,000,000	\$0.00	0%
Rate		\$0.036	\$0.036	\$0.00	0%
Deductible		\$1,000.00	\$1,000.00	\$0.00	0%
Equipment Breakdown					
Premium		\$1,869.00	\$2,034.00	\$165.00	9%
Coverage Limit		25,260,463	26,523,510	\$1,263,047.00	5%
Rate		\$0.0074	\$0.0077	\$0.00	4%
Deductible		\$5,000.00	\$5,000.00	\$0.00	0%
Property Total		\$22,705.00	\$24,326.00	\$1,621.00	7%

Proposal

LEAGUE INSURANCE – COVERAGE HIGHLIGHTS

COVERAGE PROVIDED FOR:

- Elected/Appointed Officials
- Commissions
- Departments
- Employees
- Mutual Aid Assistance
- Volunteers

COMPREHENSIVE COVERAGE INCLUDES:

- Auto Liability
- Auto Physical Damage
- Cyber Liability
- Employee Benefits Liability
- Employment Practices Liability
- General Liability
- Law Enforcement
- Public Officials
- Self-Insured Retention Workers' Compensation
- Workers' Compensation

ADDITIONAL COVERAGE ENHANCEMENTS

Liability:

- Airports
- Back Wages in Employment Claims
- Breach of Contract
- Care, Custody, & Control
- Communicable Disease
- Contractual Liability
- Cyber
- Damages to Rented Premises
- Dams
- Defense Costs in Addition to Limit
- Discrimination
- Drones
- EEOC actions
- Failure to Supply
- Land Use, Permits, & Zoning Claims
- Medical Payments
- No Fault Sewer Backup Optional Coverage
- Non-monetary Claims
- Occurrence Based
- Pollution
- Sexual Harassment/Abuse Coverage
- Special Events Included
- Tax Assessment Claims
- Volunteers
- Watercraft
- Wrongful Termination

Auto:

- Automatic New Auto Coverage
- Autos of Others in Your Care, Custody, or Control
- Commandeered Autos
- Hired Auto Physical Damage
- Hired/Non-owned
- Lease Gap
- Personal Auto Physical Damage Deductible Reimbursement
- Temporary Transportation Expense
- Towing Expense
- Uninsured/Underinsured

PREMIER SERVICES – CUSTOMIZED FOR YOU

HUMAN RESOURCES ASSISTANCE

League Insurance has partnered with *Stafford Rosenbaum LLP* to provide the following human resources services:

- HR Hotline – phone assistance with HR-related issues.
- Talent Management – support with recruitment, hiring, background screening, onboarding, performance management, coaching, feedback, disciplinary counseling, termination management, and organizational and staff development.
- Employment Law Compliance – WI and Federal Fair Employment, wage & hour, safety, FMLA, I-9 Employment Verification, and more.
- Documents – development/review of job descriptions, **handbooks, policies, procedures**, and forms customized for the municipality.
- Compliance and HR practices assessments and development of remedial plans.
- Workplace Training – related to compliance and HR-related topics for supervisors and/or employees.
- Workplace investigations.
- Sample handbooks, toolkits addressing various HR subjects and best practices, and online harassment and discrimination training webinars.

EMPLOYEE SAFETY & RISK MANAGEMENT

With loss control resources provided by United Heartland, we can analyze loss trends and municipal operations to **customize a safety program for your community**. Included are comprehensive safety manuals, job site analysis, newsletters, webinars, and information on many topics including:

- Confined Space
- Excavating/Trenching
- Hearing Conservation
- Ladder Safety/Fall Protection
- Lawn Care/Mowers/Trimming/Landscaping
- Lockout Tagout/Electrical Arc Flash
- Motor Vehicle & Construction Equipment Safety
- Outside Contractor Qualification
- Power Platforms/Aerial Lifts
- Respiratory Protection
- Rigging/Slings/Hoists
- Tools – Hand Tools/Power Tools
- Tree Trimming/Chainsaw & Chipper Safety
- Water Hazards – Pools, Ponds, Lakes
- Welding, Cutting, or Brazing
- Work Zone Safety/Traffic Control

LEAGUE INSURANCE UNIVERSITY

League Insurance has partnered with *Lexipol* to provide self-paced online courses *written specifically* for local government and public safety professionals. Courses are available on demand from any computer or mobile device with internet access, 24/7.

- League Insurance University offers all employees access to over **200 online training topics** including HR & Management, Safety, Public Works, Law Enforcement, and much more.
- For Water and Wastewater, League Insurance University courses can be used to fulfill annual training hours requirements. Wastewater professionals will simply need to submit their certificate of course completion directly to the DNR for training approval.
- For law enforcement, League Insurance Police University can be used to fulfill 8 of the 24 hours of annual training requirements with Department level approval.

CYBER UNIVERSITY

League Insurance is partnered with leading cyber insurance provider, *Tokio Marine HCC*. With cyber liability coverage from League Insurance, you have **access to state-of-the-art cyber coverage and resources** including:

- Training courses on many topics including ransomware, phishing emails, network security, and more.
- Sample policies and procedures for best practices and breach response plans.
- Cyber security advisors for technical information and scenario planning.

LAW ENFORCEMENT POLICIES/PROCEDURES ASSISTANCE

League Insurance members are **eligible to receive reimbursement** for updating law enforcement and fire department manuals through an accredited policy manual service provider, as well as reimbursement for law enforcement accreditation.

REBOUND RETURN TO WORK PROGRAM

League Insurance has contracted with *Rebound*, a company which specializes in rehabilitation of injured municipal employees. The program gets your employees seen by top specialists quickly, and with better outcomes. This helps employees recover and saves departments money. Under the *Rebound* program, members are **100% reimbursed** by League Insurance for Rebound expenses incurred.

NURSE TRIAGE & TELEHEALTH

League Insurance is partnered with *CorVel* to provide nurse triage and telehealth services. CorVel's proactive healthcare solution offers injured workers the following medical services:

- Nurse Triage – **24-7 access to registered nurse hotline** to evaluate injuries to determine immediate medical needs.
 - Telehealth – Provides immediate referral to medical physicians when needed via computer, tablet, or phone.
-

YOUR LEAGUE INSURANCE TEAM

LEAGUE INSURANCE

316 W. Washington Avenue
Suite 600
Madison, WI 53703
(608) 833-9595

Matt Becker, CPCU
CEO
matt@lwmmi.org

R & R INSURANCE SERVICES

N14 W23900 Stone Ridge Drive
Waukesha, WI 53188
262-245-2700

Nancy Wuenne
nancy.wuenne@rrins.com
(262) 338-7865
262-245-2700

WORKERS COMPENSATION CLAIMS ADMINISTRATOR

United Heartland
PO Box 3026
Milwaukee, WI 53201-3026
(800) 258-2667

Denise Kawczynski, Senior Claims Representative
denise.kawczynski@unitedheartland.com
(262) 787-7646

LIABILITY CLAIMS ADMINISTRATOR

Statewide Services, Inc.
PO Box 5555
Madison, WI 53705
(800) 858-1536

Mark Andrews, Attorney at Law
mandrews@statewidesvcs.com
(608) 828-5692

FINANCIAL ADMINISTRATOR

Stroh Ballweg, LLP
9701 Brader Way
Suite 301
Middleton, WI 53562
(608) 821-0600

Tom Dawson, CPA
Partner
tdawson@strohballweg.com

League Insurance Quote Summary

Policy Effective Date: 1/1/2024

Proposal Number: 11775

Insured Name: Williams Bay, Village of

Contact Name: David Lothspeich

Contact Phone: 262-245-2700

Contact Email: admin@vi.williamsbay.wi.gov

Agency: R & R Insurance Services

Agent Name: Wuenne, Nancy

Agent Email: nancy.wuenne@rrins.com

Agent Phone: (262) 338-7865

PREMIUM:

	Expiring Policy			Renewal		
	Deductible	Limit	Premium	Deductible	Limit	Premium
General Liability	0	6,000,000	8,647	0	6,000,000	8,747
Police Professional Liability	0	6,000,000	6,434	0	6,000,000	6,565
Public Official Liability	0	6,000,000	12,425	0	6,000,000	12,717
Auto Liability	0	6,000,000	8,449	0	6,000,000	8,769
Auto Physical Damage			9,872			11,336
Airport	N/A	N/A	0	N/A	N/A	0
Dam	N/A	N/A	0	N/A	N/A	0
No Fault Sewer						
Railroad	N/A	N/A	0	N/A	N/A	0
UM & UIM Higher Limit	N/A	25,000/50,000	0	N/A	25,000/50,000	0
Crime & Bonds						
Cyber	2,500	1,000,000	2,924	2,500	1,000,000	3,248
Total Premium			48,751.00			51,382.00

EXPOSURES AND LIMITS:

Base Exposures:	Expiring	Renewal
Total Payroll	1,700,567	1,762,019
Number for FTE Police	8.00	8.00
Number of Vehicles (Auto Liability)	28	30
Population	2,953	2,953
APD – Total Original Cost	2,575,364	2,817,531
APD – Total Number of Vehicles	28	30
Number of Employees	N/A	65.00
Supplemental Exposures:		
UM & UIM limit	\$25K Per Person / \$50k Occurrence	\$25K Per Person / \$50k Occurrence
Cyber Limit	1,000,000	1,000,000
Operating Expenditures (Cyber)	7,233,344	8,205,677
Number of Dams		
Number of Railroads	N/A	N/A
Airport Coverage	N/A	No
Airport Refueling	N/A	N/A
Population Base for No Fault Sewer Coverage	2,953	2,953

ADDITIONAL INSURED:

Name	Reason
Flex Financial, a division of Stryker Sales, LLC	Power Load Lift

Walworth County Range Facility	liability arising out of use or damage to Walworth County and adjacent land owners property during use of range
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Proposed coverages, no coverage has been bound.

League Insurance – Auto Schedule

Municipality: Williams Bay, Village of

Effective Date: 1/1/2024

Expiration Date: 1/1/2025

Auto Liability Deductible: 0

Year	Make	Model	Vehicle Type	VIN #	Dept. (optional)	Zip Code (Garaged at Night)	Parked Inside (i) or Outside (o)	Is Garage Location in a Flood Zone?	Original Cost New	Is APD Coverage Requested?	APD Deductible	Coverage Type (Replacement Cost or Actual Cash Value)
1998	GMC	Step Van	Fire Other	GBHP32R2W3313168	Fire		Inside	No	\$13,000	Yes	\$500	Actual Cash Value
2001	Ford	F550	Pickup	1FDAF57F91EC19310					\$17,000	Yes	\$2,500	Actual Cash Value
2002	Ford	Horton 450	Fire Other	1FOX45F72HA22515		53191	Inside	No	\$135,000	Yes	\$2,500	Actual Cash Value
2003	Ford	F150	Pickup	2FTRF18W73CA74078		53191	Inside	No	\$15,500	Yes	\$500	Actual Cash Value
2005	Freightliner	Leaf Vac Trk	Dump Truck	1FVACXDC45HV32910		53191	Inside	No	\$103,000	Yes	\$2,500	Actual Cash Value
2005	International	7400	Dump Truck	1HTVDDAAR06J218124		53191	Inside	No	\$90,000	Yes	\$500	Actual Cash Value
2006	International	Plow Truck	Dump Truck	1HTWDAAAR06J401492		53191	Inside	No	\$95,000	Yes	\$500	Actual Cash Value
2006	International	Plow Trk	Dump Truck	1HTWDAAAR06,1401491.		53191	Inside	No	\$95,000	Yes	\$500	Actual Cash Value
2006	Ford	F550	Fire Other	1FDAWS6P66ED91960		53191	Inside	No	\$90,760	Yes	\$500	Actual Cash Value
2010	Ford	Edge	Pickup	2FM0K4JC2A131346455		53191	Inside	No	\$48,328	Yes	\$500	Actual Cash Value
2010	Chevrolet	Colorado	Pickup	1GCJTCDEXA8131894	No APD - Liability Only	53191	Outside	No	\$0	No	\$500	
2011	Ford	350	Pickup	1F1RF3136XEEA22893		53191	Inside	No	\$23,937	Yes	\$500	Actual Cash Value
2011	Chevrolet	Silverado	Pickup	1GCWKPEA08Z323909		53191	Inside	No	\$20,700	Yes	\$500	Actual Cash Value
2012	Ford	350	Pickup	1FD8F3F69CEC12306		53191	Inside	No	\$35,000	Yes	\$500	Actual Cash Value
2012	Pierce	Pumper	Fire Other	4P1CSO1A3CA013068		53191	Inside	No	\$378,500	Yes	\$2,500	Actual Cash Value
2012	International	4300	Dump Truck	1HTMNAAL5CH591002		53191	Inside	No	\$118,575	Yes	\$2,500	Actual Cash Value
2012	International	7400	Dump Truck	1HTVDDAAR38J331317		53191	Inside	No	\$118,575	Yes	\$2,500	Actual Cash Value
2013	Ford	Interceptor	Police	1FM5K8AR2DGA22229		53191	Inside	No	\$30,000	Yes	\$500	Actual Cash Value
2014	Ford	interceptor	Police	1FM5K8AR9EGC26009		53191	Inside	No	\$31,000	Yes	\$500	Actual Cash Value
2016	Ford	Interceptor	Police	1FM5K8AR2GGC91643		53191	Inside	No	\$29,000	Yes	\$500	Actual Cash Value
2018	Pierce	Pumper	Fire Other	4P1BAAFF1JA019201		53191	Inside	No	\$498,964	Yes	\$2,500	Replacement Cost
2019	Chevrolet	Silverado	Pickup	1GCUYAEF9KZ331624		53191	Inside	No	\$29,032	Yes	\$500	Replacement Cost
2019	Ford	F150	Pickup	1FTMF1E56KKCO5534		53191	Inside	No	\$20,361	Yes	\$500	Replacement Cost
2020	Chevrolet	Tahoe	Pickup	1GNSKDEC8LR278245	Police	53191	Outside	No	\$37,466	Yes	\$500	Replacement Cost
2020	International	Leaf Vac Truck	Dump Truck	3HBADTAR8LL424246		53191	Inside	No	\$180,000	Yes	\$2,500	Replacement Cost
2020	Freightline	Dump Truck	Dump Truck	3ALACYFE7LDMH6741		53191	Inside	No	\$180,000	Yes	\$2,500	Replacement Cost
2020	Ford	F-350	Pickup	1FTRF3B6XLEE08294		53191	Outside	No	\$27,168	Yes	\$500	Replacement Cost

2021	International	CV515	Dump Truck	1HTKTSWMOMH319284			Inside	No	\$114,498	Yes	\$2,500	Replacement Cost
2022	Chevrolet	G4500	Rescue	1HA6GUC7XNN011955					\$198,980	Yes	\$2,500	Replacement Cost
2023	Chevrolet	Tahoe	Pickup	1GNSKLED7PR398191					\$43,187	Yes	\$500	Replacement Cost

Total Vehicles with Auto Liability Count: 30 **APD Coverage Totals:** \$2,817,531

Total Vehicles with APD Count: 29

- (1) Original Cost New (OCN) is the retail cost the original purchaser paid for the vehicle. This includes the value before any credit for a trade-in.
(2) Coverage Type is determined by underwriting and is based on the vehicle age and value.



Commercial Property

Subjects of Insurance

Subjects of Insurance	Limit	Deductible
Building	\$22,011,783	\$5,000
Business Personal Property	\$2,517,244	\$5,000
Property in the Open	\$1,994,483	\$5,000
Contractors Equipment Over \$25,000 Replacement cost	\$1,434,228	\$1,000
Contractors Equipment Under \$25,000 Replacement Cost	\$176,175	\$1,000
Equipment Breakdown	\$26,523,510	\$5,000
Business Income	\$1,000,000	\$1,000

Crime

Subject of Insurance

Coverage	Limit	Deductible
Employee Dishonesty	\$250,000	\$2,500
Forgery or Alteration	\$250,000	\$2,500
Inside the Premises – Theft of Money & Securities	\$10,000	\$250
Outside the Premises	\$10,000	\$250
Computer and Funds Transfer Fraud	\$250,000	\$2,500

Additional Coverage Information

Coverage	Limit	Deductible
False pretense	\$75,000	\$10,000

Workers Compensation

Employers Liability & Increased Limits

Coverage	Each Accident	Disease Policy	Disease Employee
WC & Employer's liability	\$100,000	\$500,000	\$100,000

Workers Compensation Insurance Quotation

Classification	Code #	Premium Basis Total Estimated Annual Remuneration	Rate Per \$100 Of Remuneration	Estimated Annual Premium
Period 01/01/2024 - 01/01/2025				
Wisconsin				
WATERWORKS OPERATION & D	7520	206,517	3.07	6,340
FIREFIGHTERS & D - NON-VOLUNTEER	7704	2,082	3.05	64
FIRE DEPARTMENT - VOLUNTEER	7709	2,953	0.00	1,932
CIVIL DEFENSE WORKERS	7710	16,560	3.27	542
POLICE OFFICERS & DRIVERS	7720	648,656	2.42	15,697
CLERICAL OFFICE EMPLOYEES NOC	8810	574,063	0.17	976
MUNICIPAL OPERATIONS - MISCELLANEOUS - VILLAGE	9414	312,209	4.01	12,520
Total Manual Premium				38,071
Experience Modification	9898	38,071	1.420	15,990
Total Modified Premium				54,061
Total Standard Premium				54,061
Premium Discount	0063	54,061	7.4%	(4,010)
Expense Constant	0900			220
Terrorism		1,763,040		0
Catastrophe (other than Certified Acts of Terrorism)		1,763,040		0
Total Estimated Annual Premium				50,271

The exposures shown above are subject to audit and may result in an additional or return premium depending on your actual exposures for the policy term. The audit could also result in additional classifications not shown in this proposal.



Statement of Values



MPIC Coverage Highlights

As of September 1, 2020 Policy Filing

MPIC has included numerous coverages in our manuscript coverage form that are designed specifically help address coverage concerns that are unique to Wisconsin public entities.

- Blanket Plus coverage - Coverage up to **125%** of your Total Insured Value for any loss
- A single deductible applies to a covered loss that might impact more than one property type
- Contactor's Equipment coverage included for all items up to \$25,000 - Additional coverage in excess of \$25,000 is provided if scheduled and endorsed to the policy.
- Valuable Records coverage with full coverage limits, once deductible is met
- \$10,000,000 extra expense coverage; Additional coverage available
- \$5,000,000 for Asbestos Cleanup, Abatement and Removal from a covered loss
- \$5,000,000 Ordinance and Law Coverage
- \$1,000,000 Coverage for Unscheduled Buildings and Property in the Open
- Newly Acquired Property – Included at no charge during the current policy period. Property must be scheduled before the next renewal for continued coverage in future policy periods
- Coverage for Police Dogs and Horses up to \$25,000; a \$1,000 deductible applies to this coverage
- Automatic Builder's Risk coverage for projects up to \$2,500,000 in value
- \$2,000,000 coverage for Pollutants from a covered peril
- \$5,000,000 Flood Coverage of for property not located in an "A" zoned flood plain per policy period
- \$5,000,000 Earthquake Coverage per policy period
- \$50,000 coverage per Fine Art item or collection included. Additional coverage available
- \$2,500,000 in Builders Risk Coverage; Coverage up to \$30,000,000 available by endorsement
- \$50,000 coverage for Excavation, Grading and Filling
- \$100,000 coverage Building Foundations and Footings
- Coverage for Trees and Shrubs damaged by any covered peril within 100' of a building
- \$25,000 coverage for Fire Department Service Charges
- \$50,000 coverage for Documentation of Loss Coverage
- \$100,000 coverage for Architectural and Engineering Design
- Include \$25,000 coverage for Computer Service Interruption
- Direct Damage from Utilities is a covered peril for Buildings, Personal Property and PITO
- \$50,000 limited coverage for Fungus related to a covered peril, per policy period
- A single deductible applies to a covered loss that might impact more than one property type
- Emergency support equipment contained in/on emergency response vehicles subject to a \$1,000 deductible.
- Coverage available for scheduled Pedestrian Bridges and piers and wharfs
- Terrorism Coverage Included

STATEMENT OF VALUES

MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$26,523,510

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
001		Municipal Building					
	001	Municipal building 250 WILLIAMS STREET, WILLIAMS BAY,WI 53191	1996	1	6,283	\$1,549,914	\$317,663
		Municipal Building (001) Total				\$1,549,914	\$317,663
002		Water Treatment Plant					
	001	LIME STORAGE (ADD02) 155 ELKHORN ROAD, WILLIAMS BAY,WI 53191	1984	1	0	\$237,273	\$0
	002	SLUDGE THICKENER (ADD01) 155 ELKHORN ROAD, WILLIAMS BAY,WI 53191	1984	1	452	\$236,694	\$0
	003	WTP-Clearwells 155 ELKHORN ROAD, WILLIAMS BAY,WI 53191	1987	1	2,567	\$700,245	\$0
	004	WTP-Filter bldg 155 ELKHORN ROAD, WILLIAMS BAY,WI 53191	1936	3	6,425	\$3,003,762	\$0
	005	WTP-Water treatment bldg 155 ELKHORN ROAD, WILLIAMS BAY,WI 53191	1936	2	4,775	\$2,125,041	\$55,007
		Water Treatment Plant (002) Total				\$6,303,015	\$55,007
003		Fire Station					
	001	Fire Station 5E W GENEVA STREET, WILLIAMS BAY,WI 53191	1936	2	8,214	\$1,149,212	\$228,048
		Fire Station (003) Total				\$1,149,212	\$228,048
004		Harris Rd. Lift Station					
	001	Lift Station HARRIS ROAD, WILLIAMS BAY,WI 53191	1964	1	220	\$329,173	\$0
		Harris Rd. Lift Station (004) Total				\$329,173	\$0

STATEMENT OF VALUES

MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$26,523,510

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
005	<i>Park Buildings</i>						
	001	Beach House 10 E GENEVA STREET, WILLIAMS BAY, WI 53191	2003	1	902	\$301,973	\$11,460
	002	Horvath 14 E GENEVA STREET, WILLIAMS BAY, WI 53191	1960	1	3,325	\$222,227	\$68,758
	003	Park building-concessions 15 E Geneva Street, WILLIAMS BAY, WI 53191		0	0	\$48,496	\$14,095
	Park Buildings (005) Total					\$572,696	\$94,313
006	<i>Conference Point</i>						
	001	Lift Station 300 CONFERENCE POINT ROAD, WILLIAMS BAY, WI 53191	1965	1	220	\$394,221	\$0
	Conference Point (006) Total					\$394,221	\$0
007	<i>Fieldhouse</i>						
	001	Fieldhouse 280 ELKHORN ROAD, WILLIAMS BAY, WI 53191	1963	1	3,420	\$400,471	\$54,434
	002	Fieldhouse-concession 240 Elkhorn Rd, WILLIAMS BAY, WI 53191		0	0	\$18,982	\$10,772
	Fieldhouse (007) Total					\$419,453	\$65,206
008	<i>Library/ Rec Center</i>						
	001	Library 65 W GENEVA STREET, WILLIAMS BAY, WI 53191	1964	1	10,356	\$2,050,618	\$1,508,097
	Library/ Rec Center (008) Total					\$2,050,618	\$1,508,097

STATEMENT OF VALUES

MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$26,523,510

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
009		Park					
	001	Park building Williams Street, WILLIAMS BAY, WI 53191		0	0	\$123,498	\$61,768
	002	Park Garage 229 WILLIAMS STREET, WILLIAMS BAY, WI 53191	2006	1	4,900	\$412,855	\$68,758
	003	Park sand/salt shed Williams Street, WILLIAMS BAY, WI 53191		0	0	\$25,811	\$0
		Park (009) Total				\$562,164	\$130,526
010		Wellhouse - Olive St.					
	001	Wellhouse 69 OLIVE STREET, WILLIAMS BAY, WI 53191	1953	1	396	\$238,083	\$0
		Wellhouse - Olive St. (010) Total				\$238,083	\$0
011		Edgewater Park					
	001	Edgewater park 7 E Geneva St, WILLIAMS BAY, WI 53191		0	0	\$119,215	\$20,169
	002	Harbor Hut 89 E Geneva St, WILLIAMS BAY, WI 53191		0	0	\$11,574	\$8,829
	003	pier, 39 slips E GENEVA Street, WILLIAMS BAY, WI 53191		0	0	\$0	\$0
		Property in the Open					\$1,398,406
		Edgewater Park (011) Total				\$130,789	\$1,427,404
012		Wellhouse - Harris Rd.					
	001	Wellhouse 240 HARRIS ROAD, WILLIAMS BAY, WI 53191	1998	1	180	\$507,070	\$0
		Wellhouse - Harris Rd. (012) Total				\$507,070	\$0

STATEMENT OF VALUES

MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$26,523,510

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
013		<i>Lift Station - Prairie View</i>					
	001	Lift Station 533 WOODLAWN DRIVE, WILLIAMS BAY, WI 53191	2009	1	616	\$425,934	\$0
		Lift Station - Prairie View (013) Total				\$425,934	\$0
014		<i>Lift Station - Bailey Estate</i>					
	001	Lift Station 439 THEATRE ROAD, WILLIAMS BAY, WI 53191	2009	1	616	\$482,995	\$0
		Lift Station - Bailey Estate (014) Total				\$482,995	\$0
015		<i>Public Works Garage</i>					
	001	Public Works Garage 230 WILLIAMS STREET, WILLIAMS BAY, WI 53191	1960	1	4,800	\$772,816	\$89,386
	002	Water Transfer Sation 230 WILLIAMS STREET, WILLIAMS BAY, WI 53191		0	0	\$171,896	\$0
		Public Works Garage (015) Total				\$944,712	\$89,386
016		<i>Tower - Collie St.</i>					
	001	Tower 85 COLLIE STREET, WILLIAMS BAY, WI 53191	1930	1	0	\$599,780	\$0
		Tower - Collie St. (016) Total				\$599,780	\$0
017		<i>Tower - Hill St.</i>					
	001	Water Tower 382 FAIR OAKS DRIVE, WILLIAMS BAY, WI 53191	1969	1	0	\$723,509	\$0
		Tower - Hill St. (017) Total				\$723,509	\$0
018		<i>Tower - Potowatomi St.</i>					
	001	Tower 25 POTOWATOMI ROAD, WILLIAMS BAY, WI 53191	1950	1	0	\$952,912	\$0
		Tower - Potowatomi St. (018) Total				\$952,912	\$0

STATEMENT OF VALUES

MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$26,523,510

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
019		<i>Lift Station - Circle Parkway</i>					
	001	Lift Station 284 CIRCLE PARKWAY, WILLIAMS BAY,WI 53191	1965	1	0	\$410,772	\$0
		Lift Station - Circle Parkway (019) Total				\$410,772	\$0
020		<i>Lift Station - Edgewater Park</i>					
	001	Lift Station 5 E GENEVA STREET, WILLIAMS BAY,WI 53191	1983	1	0	\$189,703	\$0
		Lift Station - Edgewater Park (020) Total				\$189,703	\$0
021		<i>Lift Station - Stam St.</i>					
	001	Lift Station 91 STAM STREET, WILLIAMS BAY,WI 53191	1990	1	0	\$142,132	\$0
		Lift Station - Stam St. (021) Total				\$142,132	\$0
022		<i>Lift Station - Washing Parkway</i>					
	001	Lift Station 622 WASHINGTON PARKWAY, WILLIAMS BAY,WI 53191	1965	1	0	\$399,892	\$0
		Lift Station - Washing Parkway (022) Total				\$399,892	\$0
023		<i>Water Tower</i>					
	001	Water tower 401 THEATRE ROAD, WILLIAMS BAY,WI 53191	2006	1	0	\$2,498,659	\$0
		Property in the Open					\$39,121
		Water Tower (023) Total				\$2,498,659	\$39,121

STATEMENT OF VALUES

MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$26,523,510

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
024	<i>Property in the Open</i>						
	001	observation tower N/A, WILLIAMS BAY, WI 53191		0	0	\$25,000	\$0
	002	welcome shelter N/A, WILLIAMS BAY, WI 53191		0	0	\$9,375	\$0
		Property in the Open					\$556,955
		Property in the Open (024) Total				\$34,375	\$556,955
Building Subtotal							\$22,011,783
Contents Subtotal							\$2,517,244
Property in the Open Subtotal							\$1,994,483
Building, Contents and PITO Total							\$26,523,510

PROPERTY IN THE OPEN

MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	Replacement Cost
011	Edgewater Park		
	1000 lakefront fencing		\$41,783
	12 park benches		\$6,945
	2 launch piers		\$57,524
	4 animal bouncers		\$3,472
	4 flagpoles		\$11,574
	42 garbage cans		\$5,440
	child swingsets		\$4,977
	climber		\$1,505
	large swingsets		\$7,408
	launch ramp		\$93,405
	picnic tables		\$13,889
	pier, 12 slips		\$214,935
	pier, 39 slips		\$698,393
	play structure		\$21,644
	swimming piers		\$206,138
	wood playstructure		\$9,375
	Edgewater Park (011) Total		\$1,398,406
023	Water Tower		
	500 ft 4.5 ft wrought iron fence		\$39,121
	Water Tower (023) Total		\$39,121
024	Property in the Open		
	2 double basketball backboards		\$6,713
	220 fire hydrants		\$281,024
	3 baseball backstops		\$22,570
	3 welcome signs		\$5,671
	boardwalk		\$37,385
	double tennis courts		\$124,539
	mobile storage unit		\$11,459

PROPERTY IN THE OPEN
MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	Replacement Cost
	over 6 foot chain link		\$27,778
	under 6 ft wood fencing		\$39,816
	Property in the Open (024) Total		\$556,955

PROPERTY IN THE OPEN TOTAL	\$1,994,483
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CONTRACTORS EQUIPMENT

MUNICIPAL PROPERTY INSURANCE COMPANY

Description (Year/Make/Model/Serial #)	Department	Replacement Cost
1990 ONAN 3 PHASE GENERATOR		\$23,356
1996 ELGIN PELICAN STREET SWEEPER		\$198,639
1996 HSMFR TRAILER #4ULU92029TM000358		\$5,839
1999 UNITED TRAILER #48B500F24X1039036		\$11,678
2000 KOMATSU BACKHOE WB150		\$127,645
2000 TORO WOAKMAN		\$5,839
2006 TORO LITTER LIFT		\$5,839
2007 KUBOTA MODEL L4240 ID 31495		\$17,517
2013 JOHN DEERE GATOR 4X4 DIESEL =855D		\$11,678
2013 KUBOTA MOWER = 2725		\$7,007
2013 VERMEER CHIPPER =1500		\$62,314
2014 CASE SKIDLOADER =SR175		\$56,601
2016 JOHN DEERE MOWER =1570		\$23,356
2016 KUBOTA RTV X1100 S=23311 WITH BOSS 6X6 BLADE S=268704		\$16,850
2017 GRASSHOPPER 725D MOWER		\$14,014
2018 JOHN DEERE LOADER 1DW544KHKJF686969		\$263,784
2021 ELGIN PELICAN STREET SWEEPER		\$240,617
SEWER EASMENT MACHINE		\$5,724
VAC CON DEMO COMBO SEWER JET/VAC UNIT WITH JET EYE		\$484,628
CAMERA		
WACKER LIGHT TOWER		\$10,304
WACS TRAILER VAC		\$17,174
CONTRACTOR'S EQUIPMENT ≥ \$25,000		\$1,434,228
CONTRACTOR'S EQUIPMENT < \$25,000		\$176,175
CONTRACTOR'S EQUIPMENT TOTAL		\$1,610,403

Cyber Liability



Cyber Quote for the Village of Williams Bay

Cyber Limit:	\$1,000,000
Deductible:	\$2,500
Effective Date:	1/1/2024
Operating Expenditures:	\$8,205,677

Premium:	\$3,248
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Third Party Liability Insuring Agreements:

Multimedia Liability	\$1,000,000
Security and Privacy Liability	\$1,000,000
Privacy Regulatory Defense & Penalties	\$1,000,000
PCI DSS Liability	\$1,000,000
TCPA Defense	\$100,000

First Party Insuring Agreements:

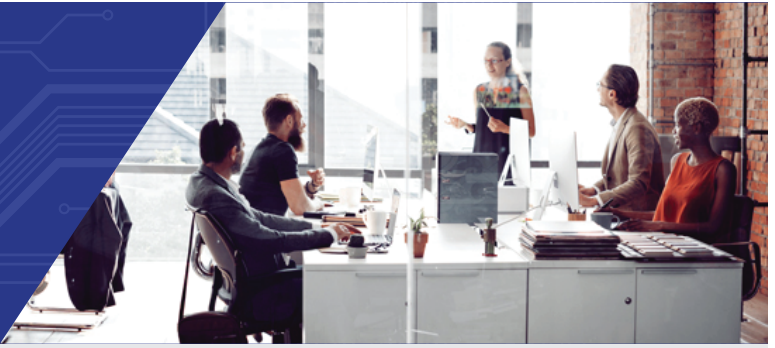
Breach Events Costs	\$1,000,000
BrandGuard®	\$1,000,000
System Failure	\$1,000,000
Cyber Extortion	\$250,000
Cyber Crime	\$250,000
Reward Expenses	\$100,000
Court Attendance Costs	\$100,000
Aggregate Limit of Liability	\$1,000,000

Thank you for your continued support of the League of Wisconsin Municipalities Mutual Insurance!

Strohm Ballweg, LLP



State-of-the-Art CYBER PROTECTION



With cyber liability coverage from League of Wisconsin Municipalities Mutual Insurance, you have access to state-of-the-art cyber coverage to keep you protected against cyber threats.

If your business relies on internet access, email communication, accepts credit card payments, collects customer information, or stores employee data, your business is at risk. Whether your systems become compromised due to malware or personal data is accidentally exposed, you may suffer losses that can be covered by your cyber insurance endorsement.

In 2019

- The Identity Theft Resource Center (ITRC) reported 1,473 data breaches. This is a 17% increase over 2018 records.¹
- 65% of US organizations experienced a successful phishing attack last year.²
- Average ransom demands doubled in 2018, from \$42K to \$84K.³

Cyber Liability protects you against:

- System failure due to ransomware or malware attacks
- Loss and/or exposure of customer or employee data, including social security numbers, phone numbers, email addresses,
- Phishing or email scams targeting your business or employees that result in financial loss

Cyber Risk Support & Training

With access to expert cyber security advisors and online training courses, our cyber support resources help you and your organization mitigate cyber risks and the impact of a cyber security breach. You'll have access to:

- Cyber security advisors to help with scenario planning and policy development
- Online cyber security courses and trainings
- Best practices for cyber incident response planning

Through our partnership with leading cyber insurance provider, Tokio Marine HCC, you have access to a team of cyber experts with the experience and know-how to respond quickly and get your business back on track. Should you suspect a cyber breach, the response our expert claims examiners coordinate the response, including expert legal counsel who will act as your breach coach throughout the claims process. If necessary, specialists may be engaged, including:

- IT security and forensic experts
- Public relations/advertising support
- Breach notification
- Call center and website support
- Credit monitoring and identity theft restoration services

Cyber Threats to Your Business

System Failure Claim Scenario

During a public library's system upgrade, a software malfunction causes data corruption. Unfortunately, an attempt to restore lost data from uninspected backups, was also corrupted during the installation process. The library hired part-time employees to manually recreate the lost data from paper receipts. System Failure Insurance covered the library's data restoration expenses, including the cost of hiring additional staff to recreate the lost data, as well as associated business interruption losses.

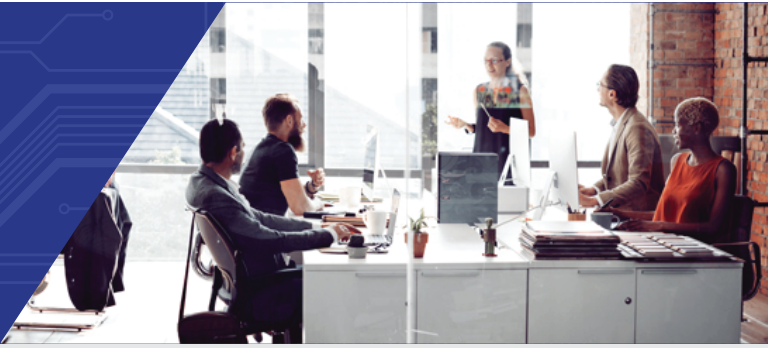
1. Identity Theft Resource Center, "ITRC Breach Reports, 2019 End of the Year Data Breach Report", January 28, 2020 <https://www.idtheftcenter.org/identity-theft-resource-centers-annual-end-of-year-data-breach-report-reveals-17-percent-increase-in-breaches-over-2018/>

2. Proofpoint, "Threat actors leverage credential dump, phishing, and legacy email protocols to bypass MFA and breach cloud accounts worldwide", March 14, 2019 <https://www.proofpoint.com/us/threat-insight/post/threat-actors-leverage-credential-dumps-phishing-and-legacy-email-protocols>

3. Coveware, Inc., "Ransomware Costs Double in Q4 as Ryuk, Sodinokibi Proliferate", January 22, 2020 <https://www.coveware.com/blog/2020/1/22/ransomware-costs-double-in-q4-as-ryuk-sodinokibi-proliferate#:~:text=What%20is%20the%20Average%20Ransom,that%20are%20actively%20attacking%20companies.>



State-of-the-Art CYBER PROTECTION



Cyber Crime Claim Scenario

An accountant at a small municipality in the Chicago area received an e-mail from a member of the municipality's finance and budget committee requesting a wire transfer be processed in the amount of \$50,000. The wire was sent, but, in a later conversation with a committee member, the accountant discovered that the committee had not actually requested the wire transfer. In fact, the e-mail the accountant received was a "spoof" e-mail, sent by a hacker who had created a fraudulent e-mail account to impersonate a committee member. The bank would not return the municipality's funds because the transfer appeared to be legitimate. Cyber Crime Insurance covered the municipality's financial loss of \$50,000.

State-of-the-Art Cyber

League of Wisconsin Municipalities Mutual Insurance's cyber liability insurance provides coverage and support for a broad range of cyber threats and related expenses:

Breach Event Costs - Coverage for mitigation costs and expenses incurred because of a privacy breach, security breach or adverse media report, including legal expenses, public relations expenses, IT expenses.

System Failure - Coverage for income loss, business interruption expenses, and data recovery costs.

Cyber Extortion - Coverage for extortion-related expenses and monies paid as a direct result of a credible cyber extortion threat, including ransomware.

Cyber Crime - Coverage for loss of money or securities incurred due to financial fraud, including wire transfer fraud; charges incurred for unauthorized calls resulting from fraudulent use of an insured telephone system; expenses incurred to notify customers of phishing schemes.

Reward Expenses - Coverage for reasonable amounts paid to an informant for information not otherwise available, which leads to the arrest and conviction of a person or group responsible for a privacy breach, security breach, system failure, cyber extortion threat, financial fraud, telecommunications fraud, or phishing attack.

Court Attendance Costs - Coverage for reasonable amounts paid to an informant for information not otherwise available, which leads to the arrest and conviction of a person or group responsible for a privacy breach, security breach, system failure, cyber

extortion threat, financial fraud, telecommunications fraud, or phishing attack.

BrandGuard® - Coverage for loss of net profit incurred as a direct result of an adverse media report or notification to affected individuals following a security breach or privacy breach.

Multimedia Liability - Coverage for third party claims including claims alleging copyright/trademark infringement, libel/slander, plagiarism, or personal injury.

Security and Privacy Liability - Coverage for claims alleging failure to safeguard electronic or non-electronic confidential information, or failure to prevent virus attacks.

Privacy Regulatory Defense and Penalties - Coverage for regulatory fines, penalties and regulatory compensatory awards brought by federal, state, or local governmental agencies.

PCI DSS Liability - Coverage for assessments, fines, or penalties imposed by banks or credit card companies due to non-compliance with the Payment Card Industry Data Security Standard (PCI DSS) or payment card company rules.

TCPA Defense - Coverage for the defense of claims alleging violation of the Telephone Consumer Protection Act, the Telemarketing and Consumer Fraud and Abuse Prevention Act, the CAN-Spam Act, or any similar federal, state, local or foreign law regulating the use of telephonic or electronic communications for solicitation purposes.

If you are interested in coverage, contact your League of Wisconsin representative or visit us at: www.lwmmi.org

Premier Services Customized For You



LWMMI UNIVERSITY ADMINISTRATOR FEATURE OVERVIEW

The Benefits of the LWMMI University

The League of Wisconsin Municipalities (LWMMI) has partnered with LocalGovU to deliver online training to our members at no cost. Online training improves the safety and effectiveness of your organization and personnel, while contributing to successful professional development.

Employees can conveniently access hundreds of e-learning courses 24/7, allowing them to balance their work schedules while completing practical and informative self-directed training at their own pace.

Members can choose to train by topic or can select more specific courses by profession.

Fulfill Training Requirements

For law enforcement, the LWMMI Police University can fulfill 8 of the 24 hours of annual training requirements with department-level approval.

For Water and Wastewater, LWMMI University courses can be used to fulfill the required hours of annual training requirements. Wastewater professionals will need to submit their certificate of course completion directly to the Department of Natural Resources for training approval.

COURSE LIBRARY

- Compliance (HR/Safety)
- EEOC and Employment Law
- Emergency Medical Services
- Equipment Safety
- Financial Management
- General Safety
- Health and Wellness
- HR Development
- Information Technology
- Law Enforcement
- Leadership Development
- Professional Development
- Risk Management
- Roadway and Highway
- Schools and Educational
- Transit and Fleet Operations
- Water and Wastewater

Learning Management System Admin Features

Assignments

Schedule online training to align with internal training calendars, control access to online courses and material and document offline training.

Groups

Build and manage custom groups for personnel, dividing them by certification level, rank, shift or other tailored options.

Notification Manager

Activate action-based, pre-scheduled, recurring and other notifications targeted to specific groups, organizations and job titles.

Reports

Create recurring or on-demand reports for tracking compliance of personnel assignments and credentials. Pull reports for members, groups and courses, and export training records based on rank, division, shift, course or assignment.

Individual User Access

Using the dashboard, members can easily see which courses they are assigned, and download certificates of completion.

Custom Roles

Manage personnel access seamlessly with five user roles, letting members see and access only what they need.

Custom Homepage

Customize your homepage with your logo, important information and featured courses.

Training Calendar

Visually manage several features by date, including assignments, credentials, training events and more through a centralized training calendar with both member and administrator views.

Admin Features and Users Personal Dashboard

Admin Features

- Add members and organize into groups
- Assign group admins or user-specific roles
- Create quick assignments or bundle courses into learning plans
- Track training and compliance through ad hoc or recurring reports
- Manage and customize training and assignment notifications
- Assign and manage course credits from online and in person training
- Highlight featured courses or hide select courses from view

Individual User Dashboard

- Track assignments and training activity
- Download certificates and personal training reports
- Access virtual training calendar
- Receive and manage personal notifications

Dedicated Customer Support

Support from LocalGovU is available from Monday through Friday, 8:00 a.m. – 5:00 p.m. CST. If you have questions or need assistance, you can contact customer support directly at 866.845.8887 or customerservice@localgovu.com

Crisis Advisory Services

League of Wisconsin Municipalities Mutual Insurance has partnered with CrisisRisk™, a leader in crisis preparedness and response to deliver Crisis Advisory Services. Together, we are focused on supporting Member-Insureds in achieving better outcomes in crisis situations, while reducing frequency and severity.

League Insurance knows that public entities are experiencing an increase in crisis events

Whether allegations of excessive use of force, abuse of power, first and second amendment violations, sexual misconduct, racial discrimination, or workplace violence, to name a few, these situations are *business unusual* and lead to adverse outcomes.

When facing crisis events that can impact people, brand and reputation, government leadership is looking for proven, experienced-based assistance to help them restore control. Crisis Risk will help to support and guide you and your members in the event of business unusual.

League Insured Services

CrisisRisk will provide online access to automated planning resources, documents, tools, training, and information **BEFORE** a crisis event. CrisisRisk will offer up to 20 hours of crisis coaching per crisis event to Member-Insureds in the **IMMINENT, DURING & AFTER** stages of a crisis to empower them to restore control.

It is Crisis Risk's experience that in 99% of reported crisis events, control is restored in less than 20 hours. If needed, Pool-Clients and Member-Insureds have the option to retain CrisisRisk for additional hours at their cost.



Crisis In A Box™

Provides Member-Insureds with automated tools, 24/7, at every crisis stage: **BEFORE, IMMINENT, DURING & AFTER.**

- **24/7 Crisis Hotline**
- **Virtual Crisis Response Advisor (VCRA™)** automated tool to facilitate **DECISIONS, ACTIONS, & WORDS** in every crisis stage with control checklists, documents, and issue-specific content
- **Certified CrisisCoordinator™** e-learning platform to train and certify Crisis Coordinators within Member-Insured Organizations to **RECOGNIZE, IDENTIFY & ALERT** leadership of emerging crisis exposures that affect residents, employees, properties, and reputation of Pool Clients
- **Crisis ABCs™ (ANGER/BLAME/CONCERN)** to measure severity reactions and extent of a crisis event
- **Webinar Series & Test Exercises**

For more information:

www.crisisrisk.com

www.crisiscoordinator.com

In the Event of a Crisis call:

1-877-274-7473

Someone is available 24/7 for guidance and recommendations.





Every day, public safety workers get hurt on and off the job.

When that happens, Rebound is here to help.

We guide workers through a complex healthcare system to heal more quickly, which saves time and money for all stakeholders.



Your employees get better. Faster.

Benefits to you

-  We seamlessly integrate into your workers compensation process without adding work or eliminating jobs. It's truly a no-hassle process.
-  Rebound's medical providers understand the physical challenges of your workforce, and the vast majority are sports medicine trained.
-  Rebound's Orthopedic Patient Navigators help your injured employee select the best provider in our network based on location, history and needs.
-  Our advocates guide your employees through the entire process, from the moment we take their injury call until their ready-for-duty orders are signed.

"Rebound has literally done everything they said they would do, as well as go above and beyond. Budgets are getting hit hard, and injuries are a big part of that. When you have Rebound in your corner, helping you get people back to the job faster, that is huge for us from a daily staffing perspective and a budgetary standpoint."

**Battalion Chief
Robbie Franks
Memphis Fire Department**



Contact us

hello@justrebound.com
justrebound.com

Human Resources & Pre-Loss Legal Services



Human Resources Legal Services

The League of Wisconsin Municipalities Mutual Insurance (LWMMI) has partnered with our colleagues at the Stafford Rosenbaum law firm to provide the following human resources legal services at no cost to insured members:

- *HR Hotline: Phone assistance with HR-related issues.*
- *Talent Management: Support with recruitment, hiring, background screening, onboarding, performance management, disciplinary counseling, and termination management.*
- *Employment Law Compliance: WI and Federal Fair Employment, Wage & Hour, Safety, FMLA, I9 and more.*
- *Documents: Development/review of job descriptions, handbooks, policies, procedures, and forms customized for the municipality.*
- *Workplace Training: Supervisors and/or employees related to compliance and HR-related topics.*
- *Workplace investigations.*

Pre-loss Legal Services

Has something happened in your community recently where you need legal advice? Stafford Rosenbaum offers insured members no cost pre-loss legal services:

- *Land use, zoning, permits*
- *Conflicts of interest*
- *Tax assessments*
- *Open meetings and public records*
- *Contractual issues*

...and many more.

Contact:

Ted Waskowski—Partner

twaskowski@staffordlaw.com

(608) 259-2613





PROTECT YOUR AGENCY, MINIMIZE YOUR RISK

Special Public Safety Savings Program for
League of Wisconsin Municipalities Mutual
Insurance (LWMMI) Members

Lexipol, the most trusted name in policy management and integrated policy training, is offering our LWMMI partners a special opportunity. For a limited time, LWMMI members are eligible to receive:

- 10% discount on current market rate subscription when agencies subscribe to either Lexipol's Wisconsin Law Enforcement or Fire policies and training
- Up to \$2,500 funding per municipality for the Lexipol policy solutions platform
- Customized implementation options to fit your agency to help you get your manual up-and-running faster (Please inquire to find out which implementation options are best for your agency.)

Protect your community with policies that are continuously updated as state and federal laws, and best practices change – and training to ensure your policies are known and understood.

For more information, to request sample policies, or to schedule a demo of the Lexipol Policy Solutions, please contact Brandi Galloway at 469-553-0639 or bgalloway@lexipol.com.



"In every tragedy there is always a proximate cause: the event that instantly preceded the tragedy. But if you go back in time and look for the root cause, all too often it comes down to a lack of good policy and a lack of good training."

Gordon Graham
Co-founder, Lexipol

"The average agency takes 2 to 5 years to complete the accreditation process. We did it in about 18 months, and one of the big reasons was because we had many of the policies in place."

- Chief Tim Styka, Menasha Police Department

"There is no way we could have built what we have on our own, and there is no way we could have continued to maintain it."

- Chief Jon Cohn, Greenfield Fire



+



Nurse Triage & Telehealth

League of Wisconsin Municipalities Mutual Insurance is proud to partner with CorVel as our nurse triage and telehealth partner. CorVel's proactive healthcare solution connects injured workers to medical services ensuring they feel cared for in the event of a workplace injury.

Nurse Triage

At the time of a workplace injury, employees can call and speak with a registered nurse through CorVel's 24/7 nurse hotline who will evaluate the injury to determine immediate medical needs. By addressing the injury when it first occurs, CorVel can provide quick and timely care for your employees.

Telehealth

CorVel's nurses are trained to provide an initial assessment and will provide immediate referral to medical care when needed. Nurses may also refer to telehealth as appropriate at the option of the employee. This feature connects the injured worker to a physician immediately via a computer, tablet, or phone. The CorVel nurse will email a link with instructions directly to the injured worker. The CorVel nurse will stay on the telephone with the injured worker until they are connected to the online visit.

Advantages of Telehealth

For many workplace injuries, immediate treatment can be received through a virtual visit with a doctor eliminating the need for scheduling and attending an in-person appointment. No driving to a doctor's office, missed appointments, or delays in waiting rooms. With the advent of new technologies, many welcome the convenience of a virtual visit with a doctor and the added expediency of prescriptions and physical therapy scheduling. By connecting our employees with appropriate, quality care, it can help prevent a minor injury from becoming a complicated injury and focus on your employee's wellness.

About Telehealth Physicians

CorVel has contracted with dedicated physicians who average 15 years in primary and urgent care experience, and are US Board Certified, licensed, and credentialed.

Rebound

For our members that currently utilize our Rebound injury management program, you can continue to contact Rebound directly as you have been doing for any musculoskeletal injuries (knee, shoulder, back, hip, etc.). Also, the nurses at CorVel can provide a referral to Rebound for those injuries as appropriate. The services are designed to work together to achieve the best outcome.

Reporting a Claim

For any work related injury that goes through the 24/7 nurse hotline, CorVel will automatically send the first notice of injury to United Heartland for claim handling. If you chose not to use CorVel, you will need to submit your claim to United Heartland as previously done.

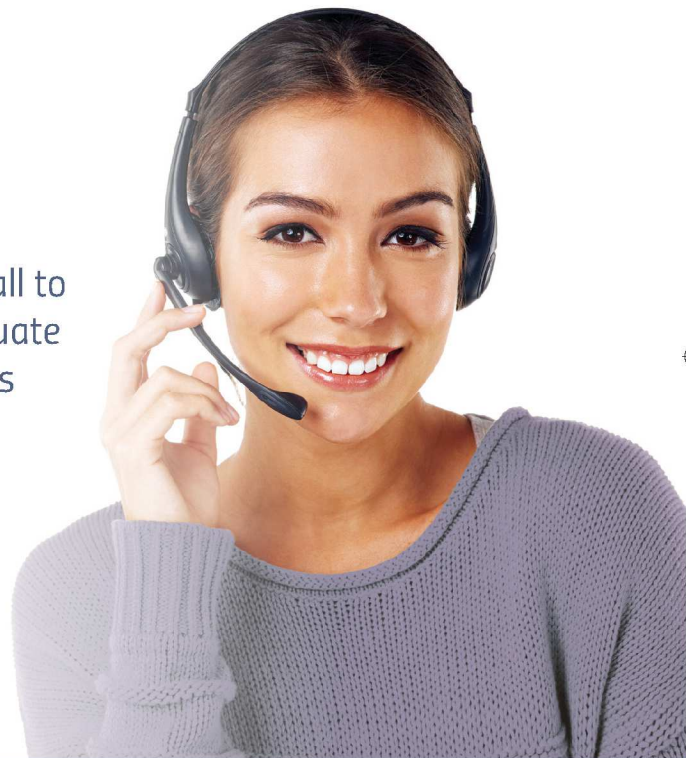
Better injury management helps your employees and your bottom line.



24/7 Work Injury Nurse Line



Immediately following a workplace injury, call to speak with a registered nurse who will evaluate your incident and determine care. Our nurses specialize in occupational injuries and will connect you with the quality care you need.



(855) 438-4577

Call 911 for Medical Emergencies



League of Wisconsin Municipalities Mutual Insurance

Plan Participants

Adams, City of
Adams County Drainage
Board
Adell, Village of
Albany, Village of
Albany Housing Authority
Algoma, City of
Algoma Utility Commission
Allouez, Village of
Alma, City of
Almena, Village of
Almond, Village of
Altoona, City of
Altoona Housing Authority
Amery, City of
Amherst, Village of
Aniwa, Village of
Arcadia, City of
Arena, Village of
Argyle, Village of
Arlington, Village of
Arpin, Village of
Ashland County Housing
Authority
Ashwaubenon, Village of
Athens, Village of
Auburndale, Village of
Augusta, City of
Avoca, Village of
Bagley, Village of
Balsam Lake, Village of
Balsam Lake Centuria Joint
Police Department
Balsam Lake Protection and
Rehabilitation District
Barneveld, Village of
Barron, City of
Barron County Housing
Authority
Barron Housing Authority
Bay City, Village of
Bayfield, City of

Beaver Dam, City of
Belleville, Village of
Bellevue, Village of
Belmont, Village of
Benton, Village of
Big Bend, Village of
Birchwood, Village of
Birchwood Four
Corners Emergency
Services District
Biramwood, Village of
Biron, Village of
Black Creek, Village of
Black Earth, Village of
Black River Falls, City of
Blair, City of
Blanchardville, Village of
Blenker Sherry Sanitary
District
Bloomer, City of
Blue River, Village of
Bluffview Sanitary District
Bonduel, Village of
Boscobel, City of
Boyceville, Village of
Boyceville Community
Ambulance District
Boyceville Community
Fire District
Boyd, Village of
Brillion, City of and City
of Brillion
Redevelopment
Authority Commission
Brodhead, City of
Brooklyn, Village of
Bruce, Village of
Buffalo City, City of
Butler, Village of
Butternut, Village of
Cadott, Village of

Calumet Sanitary District #1,
Town Of
Cambria, Village of
Cambridge, Village of
Cambridge Oakland Wastewater
Commission
Camp Douglas, Village of
Campbellsport, Village of
Cascade, Village of and Cascade
First Responders
Casco, Village of
Cassville, Village of and
Cassville Fire and EMS
Catawba-Kennan Joint Sewage
Commission
Cazenovia, Village of
Cecil, Village of
Chenequa, Village of
Chilton, City of
Chippewa Falls, City of
Clear Lake, Village of
Cleveland, Village of
Clinton, Village of
Clintonville, City of and
Clintonville Housing
Authority
Clintonville Area Ambulance
CLR Fire and Rescue Group
Clyman, Village of
Cobb, Village of
Cochrane, Village of
Colby, City of
Colby – Abbotsford Police
Department
Coleman, Village of
Colfax, Village of
Coloma, Village of
Columbus, City of
Combined Locks, Village of
Community Library
Coon Valley, Village of
Cornell, City of

Cottage Grove, Village of
 Crandon, City of
 Crivitz, City of
 Cross Plains, Village of
 Cross Plains Area EMS
 Cumberland, City of
 Cumberland Municipal
 Utility
 Curtiss, Village of
 Dane, Village of
 Dane Iowa Sanitary District
Darien, Village of
 Deer Grove EMS
 Deer Park, Village of
 Deerfield, Village of
Delafield, City of
Delafield – Hartland Water
Pollution Control
Commission
Delavan, City of
Delavan Lake Sanitary
District
 Dickeyville, Village of
 Dodgeville, City of
 Door County Tourism
 Zone Commission
 Dorchester, Village of
 Dousman, Village of
 Downing, Village of
 Doylestown, Village of
 Dresser, Village of
 Durand, City of
Eagle, Village of
 Eagle River, City of
East Troy, Village of
 Eau Claire County
 Housing Authority
 Edgerton, City of
 Egg Harbor, Village of
 Eland, Village of
 Eleva, Village of
 Elk Mound, Village of
 Elkhart Lake, Village of and
 Elkhart Lake Fire
 Department
 Ellsworth, Village of

Elm Grove, Village of
 Elmwood, Village of
Elmwood Park, Village of
 Embarrass, Village of
 Endeavor, Village of
 Ephraim, Village of
 Everest Metropolitan
 Police Department
 Fairchild, Village of
 Fairchild Fire Protection
 District
 Fairwater, Village of
 Fall Creek, Village of
 Fall River, Village of
 Ferryville, Village of
 Fond du Lac, City of
Fontana on Geneva
Lake, Village of
Fontana – Walworth
Water Pollution
Control Commission
 Footville, Village of
Fort Atkinson, City of
 Fountain City, City of
Fox Lake, City of
Fox Lake Community
Fire Association
Fox Point, Village of
 Fox West Regional
 Sewerage Commission
 Francis Creek, Village of
Frank L. Weyenberg
Library, Mequon –
Thiensville
Franklin, City of
 Frederic, Village of
 Fremont, Village of
 Fremont Orihula Wolf
 River Joint Sewerage
 Commission
 Friesland, Village of
 Galesville, City of
Geneva Lake Law
Enforcement
 Gillett, City of
 Gilman, Village of

Glen Flora, Village of
 Glenbeulah, Village of
 Goose Lake Water Shed District
 Grantsburg, Village of
 Gratiot, Village of
 Greater Bayfield Wastewater
 Treatment Plant Commission
 Green Lake, City of
 Green Lake Sanitary District
 Greenwood, City of
 Gresham, Village of
Hales Corners, Village of
 Hammond, Village of
 Harrison, Village of
Hartland, Village of
 Haugen, Village of
 Hawkins, Village of
 Hayward, City of
 Hewitt, Village of
 Highland, Village of
 Hilbert, Village of
 Hixton, Village of
 Hobart, Village of
 Hollandale, Village of
 Holmen, Village of
 Hortonville, Village of
 Housing Authority of Merrill
 Wisconsin, DBA Merrill Area
 Housing Authority
 Housing Authority of
 Trempealeau County
 Howards Grove Volunteer Fire
 Department
 Hudson, City of
 Hudson Area Joint Library
 Hudson Housing Authority,
 City of
 Hurley, City of
Hustisford, Village of
 Hustler, Village of
 Independence, City of
 Ingram, Village of
 Iola, Village of
Iron Ridge, Village of
Jefferson, City of

Jefferson Housing
 Authority, City of
 Johnson Creek, Village of
 Junction City, Village of
 Kaukauna, City of
 Kaukauna Utilities
 Kegonsa Sanitary District #2
 Kekoskee, Village of
 Kennan, Village of
 Kennen-Georgetown
 Volunteer Fire
 Department
 Kewaunee, City of
 Kiel, City of
 Kingston, Village of
 Kohler, Village of
 Kronenwetter, Village of
 La Farge, Village of
 La Valle, Village of
 Lac La Belle, Village of
 Ladysmith, City of
 Lake Country Fire and
 Rescue Department
 Lake Delton, Village of
 Lake Geneva, City of
 Lake Hallie, Village of
 Lake Iola Lake Protection
 and Rehabilitation District
 Lake Mills, City of
 Lake Nebagamon,
 Village of
 Lake Pewaukee Sanitary
 District
 Landfill Venture Group
 Lannon, Village of
 League of Wisconsin
 Municipalities
 League of Wisconsin
 Municipalities Mutual
 Insurance
 Linden, Village of
 Little Chute, Village of
 Little Elkhart Lake
 Rehabilitation District
 Livingston, Village of
 Loganville, Village of

Lohrville, Village of
 Lomira, Village of
 Lone Rock, Village of
 Lowell, Village of
 Luck, Village of
 Luxemburg, Village of
 Lyndon Station,
 Village of
 Lynxville, Village of
 Madison Metropolitan
 Sewerage District
 Maiden Rock, Village of
 Manawa, City of
 Manitowoc Public
 Utilities
 Maple Bluff, Village of
 Maribel, Village of
 Marion, City of
 Marquette, Village of
 Marquette Communities
 Joint Municipal Court
 Marquette Fire District
 Marshall, Village of
 Marshfield, City of
 Marshfield Utilities
 Electric and Water
 Department
 Mary Lane Sanitary
 District
 Mauston, City of
 Mauston New Lisbon
 Union Airport
 Mazomanie, Village of
 McFarland, Village of
 Medford, City of
 Mellen, City of
 Mequon, City of
 Merrill, City of
 Merrilan, Village of
 Merrimac, Village of
 Merton, Village of
 Merton Community Fire
 Department
 Milltown, Village of

Milwaukee Area Domestic
 Animal Control Commission
 Mineral Point, City of
 Mishicot, Village of
 Mondovi, City of
 Montello, City of
 Montfort, Village of
 Monticello, Village of
 Mosinee, City of
 Mosinee Fire District
 Mount Calvary, Village of
 Mount Horeb, Village of
 Mukwonago, Village of
 Municipal Court for Western
 Waukesha County
 Muscoda, Village of
 Muskego, City of
 Nashotah, Village of
 Necedah, Village of
 Neillsville, City of
 Nelsonville, Village of
 Neosho, Village of
 Neshkoro, Village of
 New Auburn, Village of
 New Glarus, Village of
 New Holstein, City of
 New Lisbon, City of
 New Richmond, City of
 Newburg, Village of
 Niagara, City of
 Nichols, Village of
 North Bay, Village of
 North Fond du Lac,
 Village of
 North Hudson, Village of
 North Prairie, Village of
 North Shore Fire Department
 North Shore Water Commission
 Northern Moraine Utility
 Commission
 Northern Waupaca County
 Joint Municipal Court
 Norwalk, Village of
 Oakfield, Village of
 Oconomowoc, City of
 Oconomowoc Lake, Village of

Oconto, City of
 Oconto Falls, City of
 Oconto Falls Water and Light
 Commission, City of
 O'Dells Bay Sanitary
 District
 Onion River Waste Water
 Commission
 Oregon, Village of
 Orfordville, Village of
 Orihula Sanitary District
 Oshkosh, City of
 Osseo, City of
 Owen, City of
 Oxford, Village of
Pabst Farms Joint
Stormwater Utility
District
Paddock Lake, Village of
Palmyra, Village of
 Pardeeville, Village of
 Park Falls, City of
 Park Ridge, Village of
 Pepin, Village of
 Peppermill Lake
 Management District
 Peshtigo, City of
Pewaukee, City of
Pewaukee, Village of
 Phillips, City of
 Pikes Bay Sanitary District
 Plain, Village of
Pleasant Prairie, Village of
 Pleasant Springs Sanitary
 District
 Polk County Housing
 Authority
 Port Edwards, Village of
 Portage, City of
 Potter, Village of
 Poynette, Village of
 Prairie du Chien, City of
 Prairie du Sac, Village of
 Prairie Farm, Village of
 Prairie Lakes Library
 System

Prairie Village Water
Trust
 Prentice, Village of
 Prescott, City of
 Princeton, City of
 Randolph, Village of
 Random Lake, Village of
 Readstown, Village of
 Redevelopment
 Authority of the City
 of Oshkosh
 Redgranite, Village of
 Reedsville, Village of
Reeseville, Village of
 Rewey, Village of
 Rhinelander, City of
 Rib Lake, Village of
 Rib Mountain Sanitary
 District
 Rice Lake, City of
 Rice Lake – Lake
 District Protection and
 Rehabilitation
 Rice Lake Housing
 Authority
Richfield, Village of
 Ridgeland, Village of
 Ridgeway, Village of
 Rio, Village of
 Roberts, Village of
 Rochester, Village of
 Rock – Koshkonong
 Lake District
 Rock Springs, Village of
 Rockdale, Village of
 Rockland, Village of
 Rosendale, Village of
 Rosholt, Village of
 Rothschild, Village of
 Rudolph, Village of
 Sauk City, Village of
 Sauk Prairie Court
 Commission
 Sauk Prairie Police
 Commission

Sauk Prairie Recreational
 Commission
 Sauk Prairie Sewerage
 Commission
 Scandinavia, Village of
 Seymour, City of
 Shawano, City of
 Shell Lake, City of
 Shell Lake Housing Authority,
 City of
 Sherry Volunteer Fire
 Department
Shorewood, Village of
 Shorewood Hills, Village of
 Siren, Village of
 Sister Bay, Village of
 Soldiers Grove, Village of
Somers, Village of
 South Area Fire and Emergency
 Response District
Southern Ozaukee Fire and
Emergency Medical Services
Department
 Spencer, Village of
 Spencer Area Fire and
 Ambulance Commission
 Spooner, City of
 Spring Green, Village of
 St. Cloud, Village of
 St. Croix Falls, City of
 Stanley Housing Authority,
 City of
 Stevens Point Airport,
 City of
 Stevens Point Housing
 Authority
 Stevens Point Water, Sewer and
 Stormwater
 Stockholm, Village of
 Stoddard, Village of
 Stratford, Village of
 Strum, Village of
 Sturgeon Bay, City of
 Sturgeon Bay Utilities
Sturtevant, Village of
 Suamico, Village of

Sullivan, Village of
 Sullivan Joint Wastewater
 Commission
 Summit, Village of
 Superior, Village of
 Suring, Village of and
 Suring Public Library
 Sussex, Village of and
 Pauline Haass Public
 Library
 Taylor, Village of
 The Housing Authority of
 the City of Chetek
 Theresa, Village of
 Thiensville, Village of
 Thorp, City of
 Tomahawk, City of
 Trempealeau, Village of
 Turtle Lake, Village of
 Twin Lakes, Village of
 Union Center, Village of
 Union Grove, Village of
 Unity, Village of
 Upper St. Croix Lake
 Sanitary District
 Valders, Village of
 Vanguard Electric
 Commission
 Vernon, Village of
 Vesper, Village of
 Viola, Village of
 Waldo, Village of
 Wales, Village of
 Walworth, Village of
 Washburn, City of
 Waterford, Village of
 Waterloo, City of
 Watertown, City of
 Watertown Housing
 Authority
 Waukesha, City of
 Waukesha Water Utility
 Waunakee, Village of
 Waupaca, City of
 Wausaukee, Village of
 Wautoma, City of

Wauzeka, Village of
 Webster, Village of
 West Baraboo, Village
 of
 West Central Wisconsin
 Bio Solids
 West Milwaukee,
 Village of
 West Salem, Village of
 Westby, City of
 Western Lakes Fire
 District
 Westfield, Village of
 Weston, Village of
 Weyauwega, City of
 Wheeler, Village of
 Whitehall, City of
 Whitelaw, Village of
 Williams Bay, Village of
 Wilton, Village of
 Wind Point, Village of
 Windsor, Village of
 Winneconne, Village of
 Wisconsin Dells – Lake
 Delton Sewerage
 Commission
 Wisconsin Rapids, City of
 Wisconsin Rapids Water
 Works and Lighting
 Commission
 Withee, Village of
 Wolf River Sanitary
 District
 Wonewoc, Village of
 Wonewoc Area Fire and
 Ambulance
 Woodville, Village of
 Wrightstown, Village of
 Wyocena, Village of
 Yorkville, Village of
 Yuba, Village of

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-73-23**

**A RESOLUTION AUTHORIZING
A PROPOSAL FOR ARBITRAGE REBATE SERVICES
(Bingham Arbitrage Rebate Services, Inc.)**

WHEREAS, in 2022, the Village of Williams Bay ("**Village**") issued bonds for the purpose of funding capital projects; and

WHEREAS, the Village is required to report and rebate annually all interest earned on these bond funds in excess of the interest paid on these bond funds ("arbitrage"); and

WHEREAS, on November 6, 2023, the Village Finance and Personnel Committee reviewed and recommended approval of the proposal from Arbitrage Rebate Services, Inc. ("**Proposal**"); and

WHEREAS, the President and Village Board have determined that it is in the best interests of the Village and its residents to retain Bingham Arbitrage Rebate Services, Inc. to provide arbitrage services to the Village in accordance with the Proposal; and

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN, as follows:

SECTION ONE: **Recitals.** The foregoing recitals are incorporated herein as if fully set forth.

SECTION TWO: **Approval; Authorization.** The Proposal submitted by Bingham Arbitrage Rebate Services, Inc. is hereby authorized in substantially the form attached hereto as Exhibit A. The Village President and Village Clerk are hereby authorized and directed to execute and attest, respectively, the Proposal in its final form on behalf of the Village.

SECTION THREE: **Effective Date.** This Resolution shall be in full force and effect upon its passage and approval in the manner provided by law.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A
Arbitrage Rebate Services Proposal
(Bingham Arbitrage Rebate Services, Inc.)

October 26, 2023

VIA EMAIL TRANSMISSION

Mr. David Lothspeich, Village Administrator
Village of Williams Bay
250 Williams Street
Williams Bay, Wisconsin 53191

RE: First Installment Period Arbitrage Rebate Compliance

\$12,135,000
Village of Williams Bay
Walworth County, Wisconsin
Note Anticipation Note
Dated: August 8, 2022

\$11,610,000
Village of Williams Bay
Walworth County, Wisconsin
General Obligation Refunding Bonds
Series 2022

Dear Mr. Lothspeich:

Bingham Arbitrage Rebate Services, Inc. ("Bingham"), a woman-owned, nationally accredited small business, is pleased to submit this proposal for arbitrage rebate services on the above-referenced tax-exempt Note Anticipation Note and Refunding Bond Issue. This proposal confirms the nature and scope of the services Bingham will provide, the terms and conditions under which Bingham will provide such services and the associated fees.

NATURE AND SCOPE OF SERVICES

The U. S. Congress has long considered the use of tax-exempt bond proceeds to invest in higher yielding taxable obligations to be abusive. In enacting Section 148 of the Internal Revenue Code of 1986 (the "Tax Code"), Congress adopted an approach to controlling the abuse. Section 148(a) generally prohibits the investment of tax-exempt bond proceeds in taxable obligations with a yield materially higher than the bond yield. Section 148(f) requires the "rebate" to the United States Treasury of any allowable arbitrage profits. There are, of course, certain specific exceptions to both the yield restriction and the rebate requirements.

Within 45 – 60 days following the next ensuing computation date for the Bonds or on such other day as we may mutually agree, Bingham will prepare and provide the following:

1. A written report (the "Report") setting forth a calculation of any arbitrage rebate and yield reduction payments and any related interest or penalties due to the United States Treasury with respect to the Bonds in compliance with Section 148 of the Internal Revenue Code of 1986 (the "Tax Code"); and
2. Form 8038-T for filing with the Internal Revenue Service ("IRS"), if the Report indicates that amounts are owed to the United States Treasury.

The Reports and the Form 8038-T's (if required) will cover the period from August 8, 2022 through November 8 2022 for the 2022 NAN; and September 7, 2022 through September 7, 2027 for the 2022 General Obligation Bonds.

In the preparation of the Reports and, if required, the Form 8038-T's, Bingham will among other things determine the amount of the gross proceeds of the Bonds (including the investment proceeds) and the dates and amounts of the expenditures of such gross proceeds and assess whether such gross proceeds may qualify for the spending and other exceptions to the rebate and yield restriction requirements of Section 148 of the Tax Code.

Please note that you will have the ultimate responsibility for obtaining the signature of an authorized representative of the Issuer on the Form 8038-T and ensuring it is filed with the Internal Revenue Service by the date specified in the Report, along with the required payment.

CLIENT RESPONSIBILITIES

For Bingham to provide you with the highest level of service, we must rely on you to provide, in a timely manner, the transcript of the financing documents and closing certificates for the Bonds, including the tax or arbitrage certificate and the IRS Form 8038, 8038-G or 8038-GC, any amendments to or modifications of such documents and certificates and the information regarding the investment and expenditure of the gross proceeds of the Bonds that we may request. You may have to obtain, or arrange for Bingham to obtain, such information from your bond counsel, the trustee for the Bonds or other professionals.

For the Reports, we will need all the bank/trust statement history from August 8, 2022 through November 8, 2022 for the 2022 NAN; and September 7, 2022 through current date for the 2022 General Obligation Issue. For future statements, please ask the bank to set Bingham up for online access. The documentation and information requested for the arbitrage rebate calculations should cover the entire history of the Bonds. Any investment changes that occurred during our review period would be considered necessary.

We will not audit or otherwise independently verify the correctness of the information you provide. However, we may ask you to clarify any of the information.

PERIOD OF THE ENGAGEMENT

We expect to begin the preparation of your Reports and Form 8038-T's (if required) upon receipt of a signed copy of this proposal and all of the documents and information requested.

Our services will conclude upon our delivery to you of the Reports and 8038-T's (if required) in a form suitable for execution by your authorized representative and filing with the IRS. You are responsible for reviewing the accuracy of Form 8038-T and any accompanying schedules and statements prior to filing.

Having worked with a wide variety of issues, our firm already understands the accounting practices and debt structure to be utilized. Our project team stands ready to begin this engagement without delay. We welcome the opportunity to serve your office in this important tax compliance requirement. Please do not hesitate to contact me at (804) 864-9564 if you have any questions.

Sincerely,



Kim A. Hoyt
President

**Proposal for Arbitrage Rebate Compliance Services for
Village of Williams Bay**

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
1. Bingham Qualifications and Experience	4 - 11
2. Bingham's Work Plan	12 - 17
3. Partial Client List – Wisconsin Clients	18
4. Evaluation Date and Bingham's Fee Schedule.....	19 - 20
5. Signatures.....	21

Past and Current Accomplishments

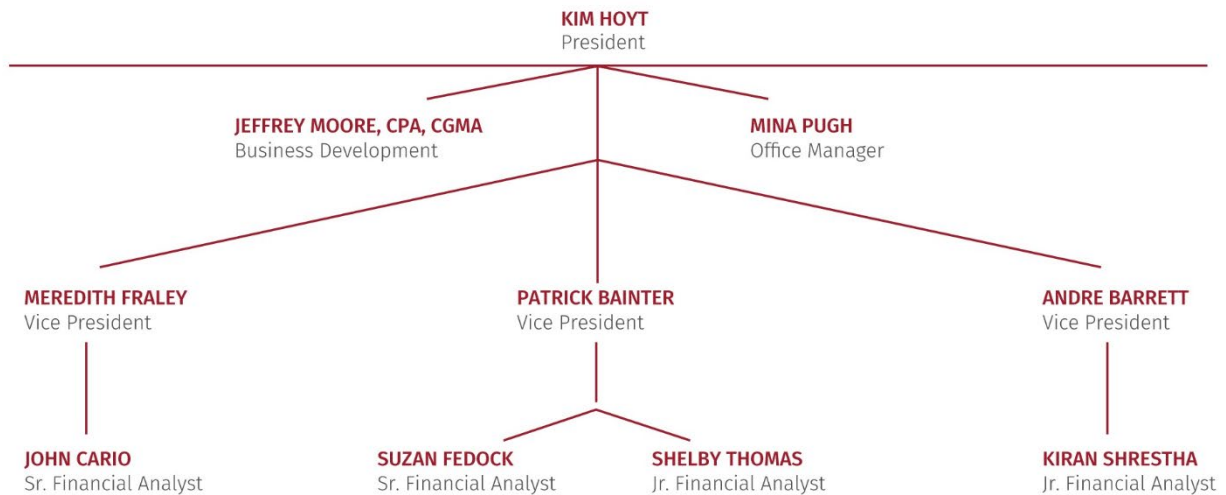
Company History and Woman Owned (Minority) Firm	Bingham has provided arbitrage rebate and related compliance services for 35 years. ➤ 1985 - Bingham & Company Capital Markets, Inc. of St. Louis and Kansas City, Missouri established. ➤ 1988 -Arbitrage Rebate Service Division added to the St. Louis office. ➤ 1989 -Arbitrage Rebate Service Division transferred to Richmond, Virginia. ➤ 1995 -Division incorporated as Bingham Arbitrage Rebate Services, Inc. ("Bingham"), a wholly owned subsidiary, with Kim A. Hoyt as President. ➤ 1996 -Ms. Hoyt purchased the firm from Bingham & Company Capital Markets, Inc. ➤ 1997 - Virginia Women's Business Enterprise (VWBE) Certified ➤ 2005 - Small, Women and Minority (SWaM) Certified ➤ 2018 – National Women's Business Enterprise Certification (WBENC) Since Ms. Hoyt's acquisition of Bingham in 1996, Bingham has been and remains a certified woman-owned minority firm. Bingham has chosen to remain an independent firm, with the same ownership, organizational structure, and name, rather than merge with other firms. This strategy has allowed Bingham to experience deliberate, steady growth and earn a national reputation for expertise and excellence in arbitrage rebate services.
Calculation Savings for Clients	There are various instances of arbitrage rebate savings for Bingham's clients. For Variable Rate Issues only, the Bond Year Method can be applied which allows annual bond years with the bond yield and arbitrage liability being calculated separately for each bond year. By utilizing the Bond Year Method, the fluctuation of the yield and arbitrage liability is eliminated. Bingham has been able to save millions of dollars for clients by knowing how to properly apply this method under Variable Rate Issues. Bingham has worked with numerous clients on Requests for Recovery of Overpayments (Tax Form 8038-R) with total refunds exceeding \$2,900,000. In all cases, overpayments were due to errors from previous provider calculations, errors resulting from in-house calculations, installment period payment refunds when final calculation results in overpayment from earlier installment periods.
Professional Affiliations	Bingham is a member of the National Government Finance Officers' Association (GFOA). Additionally, Bingham is a member of the GFOA within the states of North Carolina, Virginia, Georgia and Louisiana. Bingham is a member of the National Association of Bond Lawyers.
Legal and Other Professional Resources	Bingham not only brings highly experienced and expert staff to every client transaction, but we also work closely with ➤ A bond attorney who is a nationally recognized specialist in arbitrage rebate and tax compliance ➤ The attorney/CPA who developed Bingham's proprietary software ➤ Bond counsel for your transaction. The combination of Bingham staff experience and expertise, coupled with the assistance of these other experts, guarantees delivery of the most timely and accurate arbitrage rebate compliance reports to every client. Please note: The attorney and attorney/CPA mentioned above serve our firm in an advisory capacity and they are not subcontractors on Bingham contracts.

Past and Current Accomplishments

IRS Experience	IRS inquiries by their very nature produce stress. Bingham is readily available to our clients and has experience dealing with IRS inquiries, audits, questionnaires, past due rebate liability, refund requests due to overpayment, and issuers that have gone before the IRS Voluntary Closing Agreement Program. We're here to help you with the IRS. Best of all, Bingham's calculations and reports have never been challenged by the IRS in any way, but rather have been accepted by the IRS and bond counsel as definitive. a) <u>IRS Audits/Examinations</u> – In each instance, upon client request Bingham sent information to client or IRS. In each instance, the client received an IRS letter stating, "No further action needed, and audit closed." There have never been any adverse findings by the IRS with any of Bingham's calculations or reports. b) <u>Overpayment Refunds</u> – As noted on the previous page, Bingham has worked with several clients on overpayment refund requests for arbitrage rebate, and excess investment yield, calculations exceeding \$2,900,000. Our office has worked with multiple IRS agents for all refund requests. None of Bingham's refund requests have resulted in further examinations or adverse findings. c) <u>Voluntary Closing Agreement Program (VCAP) and other IRS Interactions</u> – Bingham has assisted clients through the Voluntary Closing Agreement Program. VCAP factors have included missed 0% State and Local Government Securities (SLGs) within Escrow Funds, restructuring of Escrow Funds and errors from previous provider calculations. d) <u>Other IRS Interactions</u> – Many times Bingham is hired after the installment due date. If a payment is due, late penalties may accrue. In order for the IRS to waive an additional penalty equal to 50%, or 100%, the issuer must submit a detailed letter explaining why the payment is late and not due to willful neglect. The rebate payment and late penalties must be made within 180 days of discovering the failure to pay rebate on time. Bingham has assisted Bond Counsel and clients in the preparation of waiver of penalty letters. In all instances, the clients never heard further from the IRS and did not have to pay the additional 50% or 100% penalty.
Proprietary Software	A key component of Bingham's reliable and efficient service is our data processing capability and proprietary software developed by an attorney and CPA. The software has been closely reviewed and validated by our firm's CPAs to ensure compliance with Treasury Regulations and the Internal Revenue Code, as well as generally accepted accounting principles. Additionally, our software can be easily updated to comply with new amendments to laws and accompanying regulations as needed. For some specific client needs, our software has been customized and updated.
Data Management and Security	Bingham recommends to all clients that records related to arbitrage rebate calculations, reports, and payments (if any) be kept for six years after the final maturity date of the bonds. Upon request, Bingham can assist your office with developing and maintaining appropriate recordkeeping systems. Bingham recommends that all clients maintain bond closing documents, transaction activity, arbitrage rebate reports and related documentation. Bingham can provide your office with electronic back-up of all data and reports generated for a period extending at least six years after the redemption date or last maturity date of an Issue. Bingham's electronic back-up is created and moved off-site daily to a secured location.

Organization

Bingham is a small, highly experienced firm with ten full-time employees located in Richmond, Virginia. Having one location allows Bingham to provide the most efficient, accurate and client-responsive post-issuance compliance services in the arbitrage rebate industry.



Key Personnel

Meredith Fraley
Vice President



Expertise:

Transferred Proceeds
Parity Reserve Funds
Uncommingling/
Pro Rata Allocations
Pooled Bond Issues
Refund Requests
Client Training

With over three decades of experience in arbitrage rebate services, Meredith Fraley specializes in Municipal, Not-for-Profit[501(c)(3)s], University, and Multi-Family issues.

Meredith performs the financial calculations necessary for the arbitrage rebate requirement and interprets corresponding Treasury Regulations, consistently ensuring compliance. Since 2012, she has produced over 2,500 comprehensive reports for complex arbitrage rebate calculations. Since 2005, she has successfully processed refund requests for over \$2 million dollars.

Meredith has been an integral part of Bingham's growth and client retention since the early years of the company. Clients trust and rely on her knowledge and support. As a result, she has numerous faithful clients who have consistently relied on her services for over ten years, including cities, counties, authorities, and universities. She is skilled at adapting and working with varying data formats the client provides — from Excel files or PDFs to a wide variety of bank statements. Meredith is not only a dedicated member of our team, but a dedicated team player with every client.

A recognized arbitrage specialist, Meredith leads instructional sessions at various financial conferences, providing clients and other professionals accurate, essential information on arbitrage rebate compliance. She also has led in sessions at an CPE accredited course, *Issuing Debt and Debt Management*, conducted by the Virginia Government Finance Officers' Association.

Professional Memberships:

GFOA - Virginia, Georgia, Louisiana, North Carolina
National Association of Bond Lawyers
Women in Public Finance (National and Virginia Chapter)

B.S. Finance - Virginia Polytechnic Institute and State University

Key Personnel

**Patrick Bainter
Vice President**



Expertise:

Parity Debt Service
Reserve Funds &
Commingled Funds
Transferred Proceeds
Interest Rate Swap
Transactions
Universal Cap Analysis
P3 Projects

With over 20 years of experience at Bingham, Patrick Bainter handles complex arbitrage rebate and comprehensive verification services. He specializes in municipal, university, assisted living facility, industrial development authority, public private partnerships (P3), and not-for-profit [501(c)(3)s] Issues.

Patrick has consistently been at the forefront of Bingham's development and progress. Patrick leads Bingham's verification services. In 2012, he initiated and developed Bingham's verification analysis models with support from Bingham's CPA. For pre-bond closing transactions, Patrick provides verification services for refunding escrow funds and cash defeasance transactions, ensuring mathematical accuracy. With proven expertise and using customized software programs, he confirms the adequacy of cash, escrow yield, and securities placed in escrow for the retirement of the bond issue(s).

Patrick and his team have provided over 600 reports for a wide variety of clients, including a regional Authority, six international airports, over thirty universities/colleges, and major transportation projects. In 2022, Patrick led the completion of verification reports for transportation projects on \$1 billion and \$638 million Series 2022 Bonds.

Since 2015, Patrick has completed over 2,700 complex arbitrage rebate calculations, always paying close attention to the potential to reduce rebate liability. He has significant experience providing both arbitrage rebate and verification services to P3 (public private partnership) projects.

Professional Memberships:

GFOA - Virginia, Georgia, Louisiana, North Carolina
Louisiana Association of School Business Officials

B.B.A. Finance - Radford University

Key Personnel

Andre Barrett
Vice President



Expertise:

Transferred Proceeds
Parity Reserve Funds
Uncommingling/
Pro Rata Allocations
Pooled Bond Issues
Refund Requests

With a strong background in banking and in-depth knowledge of the complexities of IRS arbitrage rebate tax compliance, Andre specializes in arbitrage rebate and verification services for municipalities and educational institutions, as well as hospitals, retirement homes, and housing.

Proficient in all areas of arbitrage rebate account management, Andre has performed over 1,500 calculations with a total par value of over \$17 million since 2015. His strong expertise in municipal debt has resulted in exceptional arbitrage services for over 82 municipalities. He regularly assists clients with IRS Schedule K (Form 990) completion and consistently pays close attention to the potential to reduce rebate liability.

With solid financial experience, he is a valued resource in Bingham verification reporting. Andre assisted in verification reports for transportation projects on \$1 billion and \$638 million Series 2022 Bonds.

Andre often represents Bingham at local and state financial conferences, contributing up-to-date information regarding arbitrage rebate, verification, and IRS Schedule K (Form 990) services.

Professional Memberships:

GFOA - Virginia, Georgia, Louisiana, North Carolina
Louisiana Association of School Business Officials

B.S. Finance - Virginia Commonwealth University

Key Personnel

**Kim A. Hoyt
President**



Expertise:
IRS and U.S. Treasury
Regulations

**Post-Issuance
Compliance:**
Bond Yield
Arbitrage Rebate
Calculations
Yield Reduction

Training

As President and owner of Bingham since 1996, Kim is a recognized expert in the arbitrage compliance field. With an extensive accountant and analyst background in the banking industry, Kim provides the leadership that has earned Bingham a reputation for expertise and excellence in arbitrage rebate services.

Kim has in-depth knowledge of all current IRS arbitrage rebate tax rules and regulations. With the evolution of U.S. Treasury regulations, she has effectively guided Bingham's account managers and staff through the resulting changes to post-issuance compliance. She maintains strong relationships with corporate trust banks, bond attorneys, and financial advisors to provide quality consultation on matters relating to verification service, post-issuance compliance, arbitrage rebate, and related IRS forms.

Kim provides oversight and support to the Bingham team in verification of calculations and reports. Her close scrutiny of the complex details associated with arbitrage rebate ensures regulatory compliance and precision reporting for every client.

As an active participant in financial conferences and seminars nationwide, Kim conducts specialized training and seminars for clients and the public finance industry on post-issuance compliance topics such as bond yield, arbitrage rebate calculations, yield reduction, and recordkeeping. She has presented sessions with representatives from the IRS Tax-Exempt Bond (TEB) compliance group.

Kim maintains a Preparer Tax Identification Number in order to sign IRS Tax Forms 8038-T for payments and 8038-R for overpayment refunds.

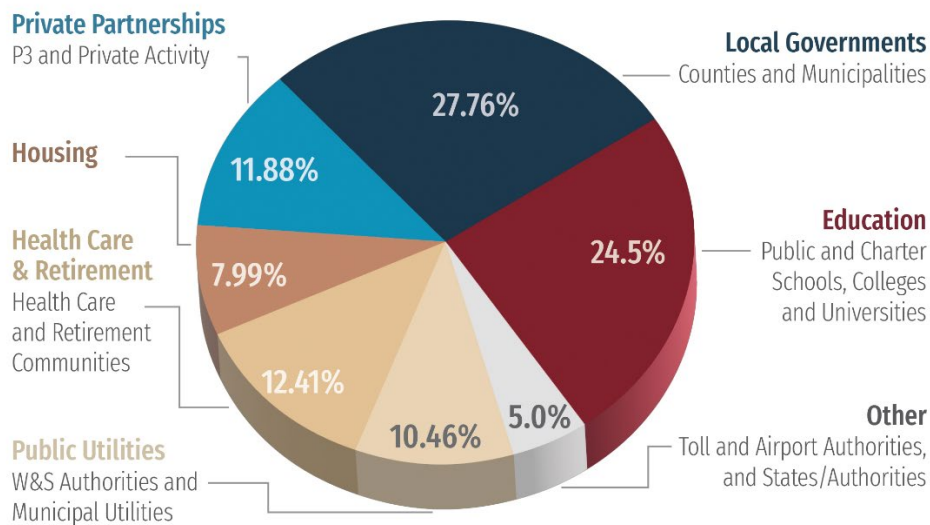
Professional Memberships:

GFOA - National, Virginia, Georgia, Louisiana, North Carolina
Georgia Association of School Business Officials
National Association of Bond Lawyers
Women in Public Finance (National, Virginia and Louisiana Chapter)

B.S. Accounting - Pennsylvania State University

Client Composition

Bingham has provided arbitrage rebate compliance and related services for 35 years. From its humble beginnings in 1988, Bingham has completed arbitrage rebate calculations on more than 6,500 bond issues throughout the United States. Bingham now has clients in forty-five states and the District of Columbia; and has successfully completed calculations amounting to more than \$140 billion in combined bond proceeds. Included among our clients are Municipalities, Counties, School Districts, Academic Institutions, Water and Sewer Authorities, Universities, Non-Profit Organizations, Foundations, Industrial Development Authorities, Transportation Authorities, Retirement Facilities, Housing Authorities, Hospitals, Airports and other Private Activity issuers.



Bingham has completed arbitrage rebate compliance reviews applying each of the various versions of Section 148 of the Internal Revenue Code (1986, 1989 Temporary, 1992 through and including the current 1993 U.S. Treasury Regulations), as appropriate to each client and issue.

Bingham has provided arbitrage rebate services including

- complex pooled financings involving multiple participants
- ongoing services for many large municipal and development authority debt issuers who have contracted with us for more than twenty years
- analysis of more than 300 swaps, swap termination and/or similar complex investment hedging arrangements.

Bingham has also served as verification agent on more than 750 refunding transactions in the past eleven years.

The following steps are a detailed account of Bingham's process to provide arbitrage rebate calculation services for Village of Williams Bay.

Step 1: Setup and maintain an arbitrage compliance summary for the issue.

Bingham will review the closing documents and investment activity to determine which funds will need to be evaluated for arbitrage rebate compliance. Bingham will collect data from your office and confirm the Bond Year and relevant IRS filing dates. Bingham will set up and maintain an arbitrage rebate compliance summary for the issue, to monitor ongoing compliance requirements.

Step 2: Standard documentation and information provided to Bingham for these compliance reports:

- a) IRS Form 8038-G
- b) Tax Exemption Certificate
- c) Official Statement
- d) Index to closing transcript
- e) All bank/trust statements from August 8, 2022 through November 8, 2022 for the 2022 NAN; and September 7, 2022 through current date for the 2022 General Obligation issue

The statements and documents noted above are necessary documents for our review. The actual length of time needed for completion of the review, analysis, calculations, and documentation is contingent upon the availability of the statements and documents listed above.

Step 3: Perform up-to-date arbitrage rebate compliance report and provide updated report on arbitrage issues, including:

- a) Computation summary and analysis of relevant dates and assumptions
- b) Sources and Uses of funds
- c) Arbitrage yield and yield restriction requirements
- d) Rebate liability by fund and aggregate liability for the issue
- e) Arbitrage/Investment Yield Comparison
- f) Rebate Calculation by Fund
- g) Outstanding Investments Summary.

Bingham will account for all gross proceeds to confirm the Sources and Uses of the proceeds and determine the arbitrage rebate calculation requirements.

Bingham will initially test for an exception and special elections, as indicated in the bond documents. In order to meet one of the IRS' spending exceptions, the following rules must apply:

Small Issuer Exception	Issues less than \$5,000,000 in tax-exempt debt in one calendar year. Legislative changes increased the exception as follows: Up to \$15,000,000, with at least \$10 million of the \$15 million used to finance public schools for bonds issued after December 31, 2001.								
Six-Month Spending Exception	Proceeds spent within Six Months of Closing 100% Under certain conditions, the Six-Month Exception can be extended to one year for governmental or 501(c)(3) bonds.								
Eighteen Month Spending Exception	Proceeds spent: <table> <tr> <td>within Six Months of Closing</td><td>15%</td></tr> <tr> <td>within Twelve Months of Closing</td><td>60%</td></tr> <tr> <td>within Eighteen Months of Closing</td><td>100%</td></tr> </table> - Issues delivered after June 30, 1993 - A 5% retainage is allowed at eighteen months as long as the proceeds are fully expended by thirty months.	within Six Months of Closing	15%	within Twelve Months of Closing	60%	within Eighteen Months of Closing	100%		
within Six Months of Closing	15%								
within Twelve Months of Closing	60%								
within Eighteen Months of Closing	100%								
Two Year Construction Spending Exception	Proceeds spent: <table> <tr> <td>within Six Months of Closing</td><td>10%</td></tr> <tr> <td>within Twelve Months of Closing</td><td>45%</td></tr> <tr> <td>within Eighteen Months of Closing</td><td>75%</td></tr> <tr> <td>within Twenty-Four Months of Closing</td><td>100%</td></tr> </table> - Issues delivered after December 20, 1989 - Qualifying issuers only - A 5% retainage is allowed at twenty-four months as long as the proceeds are fully expended by thirty-six months.	within Six Months of Closing	10%	within Twelve Months of Closing	45%	within Eighteen Months of Closing	75%	within Twenty-Four Months of Closing	100%
within Six Months of Closing	10%								
within Twelve Months of Closing	45%								
within Eighteen Months of Closing	75%								
within Twenty-Four Months of Closing	100%								

If a spending exception is missed, the arbitrage rebate calculation is required on all funds. If an issue maintains a funded Debt Service Reserve Fund, the arbitrage rebate calculation will be required for the life of the issue.

If the issue requires an arbitrage rebate calculation, Bingham will determine the evaluation date, and calculate the issue's arbitrage yield and, if applicable, the excess investment yield. As part of our analysis, Bingham will analyze the best calculation methodology to provide the lowest and most accurate arbitrage rebate liability for the issue.

Bond Yield	Bingham calculates the exact yield on the bonds, using a 30/360-day model and semi-annual compounding, taking the exact dates of receipts and disbursements as shown in statement summaries. For these purposes, the yield under the arbitrage regulations is that rate of interest which, when used to discount all future payments on the Bonds, produces a present value equal to the initial offering price to the public.
Rebate Calculation	• All the moneys on deposit and any interest income earned on the date of evaluation (the last day upon which any interest or principal on the bonds is paid) are treated as a receipt on that date. • All receipts and disbursements occurring on or prior to the date of evaluation and the calculated receipts are future-valued to the date of evaluation using the yield on the bonds. The calculation is made using a 30/360-day model and semi-annual compounding, taking the dates of receipts and disbursements as shown in statement summaries. • The future value of the receipts and disbursements is subtracted from the future value of the earnings with the resulting balance being the amount to be rebated.
Yield Restriction Calculation	Capital Projects (if applicable) The Regulations require that any Project investment held beyond the three-year temporary period must be yield restricted to the bond yield, plus .125%. Any amount earned over the limit must be paid to the Internal Revenue Service in the form of a "yield reduction payment." Such payment is similar to an arbitrage rebate payment and is paid in the same manner and with the same frequency as arbitrage rebate; within 60 days of the fifth bond year [U.S. Treasury Regulations Section 1.148-5(c)(1) & (2)]. If a factor, only one payment is made to the Internal Revenue Service, either an arbitrage rebate payment or a yield reduction payment, whichever amount is higher. Bingham will test for and run the excess investment yield calculation if applicable. Replacement Proceeds (if applicable) The U.S. Treasury Regulations require that replacement proceeds held beyond the respective temporary period must be yield restricted to the bond yield, plus .001%. Any amount earned over the limit must be paid to the Internal Revenue Service in the form of a "yield reduction payment." Such payment is similar to an arbitrage rebate payment and is paid in the same manner and with the same frequency as arbitrage rebate; within 60 days of the fifth bond year [U.S. Treasury Regulations Section 1.148-5(c)(1) & (2)]. If a factor, only one payment is made to the Internal Revenue Service, either an arbitrage rebate payment or a yield reduction payment, whichever amount is higher.

Bingham's Reports

All Bingham reports include comprehensive detailed calculations, a thorough report, executive summary, and our professional opinion that all calculations were performed in compliance with federal tax law. Bingham's calculations, reports, computation summary and analysis of relevant dates and assumptions will be completed annually, as of the anniversary of the Bond Year or such other date as specified in the bond documents.

Bingham's reports provide both summary and detail of every aspect of the analysis we undertake and support the conclusions reached. As applicable, all Bingham reports and schedules will include the sources and uses of funds, the arbitrage yield, spending exception reports, arbitrage rebate calculations, excess investment yield calculations and yield restriction requirements, expiration dates for temporary and spend down periods, the next calculation date, and the rebate liability of any accruing arbitrage by fund. Our reports also provide a summary of outstanding investments. All Bingham reports exceed the industry standard and are comprehensive, mathematically accurate and consistent with Section 148(f) of the Internal Revenue Code.

Bingham has implemented a "Green Initiative," and all compliance reports are now sent to your office electronically. However, if you prefer an original hard copy of the installment date report, please let us know. We are happy to place one in the mail upon request.

RECORD RETENTION

Bingham's policy is to return to you any information you transmit to us in original form or in hard copy as, or when, we complete this engagement. We ask that you pick up the originals or hard copies within 30 days after we notify you of their availability. After 30 days, you agree that we may return your information to you at your last known address via U.S. Mail or 2-day delivery service at your request. Our responsibility for your originals and hard copies ends when you pick them up or we deposit them in the U.S. Mail or with the 2-day delivery service.

Bingham's current policy is to keep our records related to this engagement in electronic format for six years from the end of this engagement.

USE OF THE INTERNET AND CLOUD SERVICES

To facilitate the provision of our services to you, we may send data over the Internet, store electronic data via computer software applications hosted remotely on the Internet or allow access to data through third party vendors' secured portals or clouds. Your electronic data may be transmitted or stored using these methods. We may use third party service providers to store or transmit this data. In using these data transmission and storage methods, Bingham employs reasonable measures designed to maintain data security and we require our third-party vendors to do the same.

You acknowledge and agree that Bingham has no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third party service providers during this engagement.

Step 4: Identify all gross and transferred proceeds allocated to the issues.

In addition to the analysis detailed above, Bingham will analyze any other impacts on the arbitrage rebate calculation, including transferred proceeds or commingled funds. If at any time an issue is refunded and prior issue proceeds remain, transferred proceeds would result, and it may be necessary to uncommingle the fund.

Step 5: Compare allowable arbitrage earnings to actual earnings to determine cumulative arbitrage liability. Prepare IRS Form 8038-T and filing instructions, as needed.

Bingham compares the bond yield to the investment yield (arbitrage earnings to actual earnings) to determine cumulative arbitrage rebate liability.

Bingham will provide one electronic PDF copy of our report to your office, with copies to the trustee, if required. The installment period report will be a comprehensive summary of the years within the installment period. If an arbitrage rebate payment is due, Bingham will include a fully prepared IRS Form 8038-T for your signature. Bingham will provide filing instructions and any assistance needed to your office to submit the IRS form and payment.

Step 6: Review and consider application of alternative regulatory provision that may improve the arbitrage liability.

Internal Revenue Service regulations pertinent to arbitrage rebate were initially enacted as part of the Internal Revenue Code of 1986 (IRC 1986). Three amendments to IRC 1986 (1989 Temporary, 1992 and the current 1993 U.S. Treasury Regulations) have each impacted the manner in which arbitrage rebate liability is evaluated and computed. Bingham's President and Vice Presidents have each completed many arbitrage rebate calculations that required professional judgment to determine which version of the U.S. Treasury Regulations applies. For the issue, Bingham will determine which version of the U.S. Treasury Regulations applies and will also evaluate any other alternative computation methods that may reduce the arbitrage rebate liability.

Step 7: Maintain up-to-date understanding of the rebate regulations, court decisions and other events that may affect arbitrage compliance requirements.

For every client, Bingham employs a rigorous internal review to confirm the accuracy and completeness of our judgments before ever issuing a report. Throughout our many years of extensive experience, keeping current with the complex Tax Code rules and regulations remains an essential priority at Bingham. Remaining fully informed of Tax Code rules and regulation changes and varying interpretations translates into arbitrage rebate savings for our clients.

The IRS has continuing education and training for debt issuers. To maintain excellence in arbitrage rebate compliance, Bingham Account Managers and Analysts participate in ongoing programs of continuing education related to the IRS rulings and regulations that define and govern arbitrage rebate compliance, including participation in IRS Tax Exempt Bonds (TEB) Webinars and Telephone Forums. Our team has also participated in the Council of Development Finance Agencies' Advanced Bond Course.

Bingham's team regularly attends and participates in a variety of seminars and professional education conferences. Events are selected to engage with other individuals in public finance, to remain fully informed of industry trends and to remain current on specific arbitrage related topics.

Bingham also receives periodic updates from the National Association of Bond Lawyers on matters relevant to public finance, including regulatory changes and court decisions that impact arbitrage rebate compliance.

Step 8: Assist and defend calculations in the event of an audit.

Bingham has extensive experience assisting our clients and defending our calculations during IRS audits. Bingham is readily available to your office in the event of an IRS audit. Bingham has experience dealing with IRS inquiries, audits, questionnaires, past due rebate liability, refund requests due to overpayment, and issuers that have gone before the IRS Voluntary Closing Agreement Program. Best of all, Bingham's calculations and reports have never been challenged by the IRS in any way, but rather have been accepted by the IRS and bond counsel as definitive.

Wisconsin Clients

Arcadia School District
Barneveld School District
Belleville School District
Beloit School District
Beloit Turner School District
Berlin School District
Cameron School District
Cedar Grove-Belgium Area School
Central High School District of Westosha
Clinton Community School District
Coleman School District
Denmark School District
Dodgeland School District
Dunn County
Eau Claire Area School District
Elcho School District
Ellsworth Community School District
Florence School District
Franklin School District
Grantsburg School District
Horicon School District
Jefferson School District
Kettle Moraine School District
Manawa School District
Marinette School District
Mauston School District
Melrose-Mindoro School District
Menominee Indian School District
Middleton-Cross Plains School District
Milton School District
Monroe County
Mukwonago Area School District
New Glarus School District
Northern Ozaukee School District
Oak Creek
Oakfield School District
Plymouth Joint School District
Silver Lake School District
Slinger School District
Spring Valley School District
Tomorrow River School District
Valders Area School District
Wittenberg-Birnamwood School District

Evaluation Date

2022 NAN: Bingham will provide the final report now covering the period August 8, 2022 through November 8, 2022.

Series 2022 General Obligation Issue: September 7, with the first installment period ending no later than September 7, 2027. Bingham will provide a report now for the September 7, 2023 evaluation, then annual reports beginning September 7, 2024 and each September 7 thereafter through the first installment date, September 7, 2027, or once gross proceeds are spent in full whichever occurs first.

Fee Schedule

These schedules only apply to the referenced 2022 NAN and Series 2022 General Obligation Issue. Our annual fee will apply even for a partial year of investment activity. If at any time bond proceeds are mixed with non-proceeds, it may be necessary to uncommingle the fund.

FEES

2022 NAN:

Arbitrage Rebate Calculation Services	Fees
First Installment Report and Final	\$1,200

Series 2022 GO Bond:

Scenario A or Scenario B will apply, not both.

Scenario A: Arbitrage Rebate Exception Report Services	Fees ¹
Small Issuer Exception	\$800
Six-Month Exception	\$800
Eighteen-Month Spending Exception	\$600 per semi-annual period
Two-Year Spending Exception	\$600 per semi-annual period

OR

Scenario B: Arbitrage Rebate Calculation Services	Fees ¹
Years 1 - 2	\$1,200 per year
Years 3 - 5	\$750 per year

¹ The fee stops once gross proceeds are spent in full.

FEES (continued)

Additional Fees That May Apply ²	Fees
Uncommingling &/ or Transferred Proceeds Fee ³	\$250 per year
Excess Yield Calculation (Years 4 – 5) ⁴	\$150 per year
Reviews for interim periods	\$325 (less than 2 hours)
	\$680 (more than 2 hours/ up to 4 hours)
	\$175 per hour (after 4 hours)

² Additional fees will only be added if applicable.

³ If at any time bond proceeds are mixed with non-proceeds, it may be necessary to uncommingle the fund.

⁴ If gross proceeds remain outstanding beyond the Three-Year temporary period, the EYC calculation will apply.

Signatures

Invoices will be sent along with our reports. Payment is expected within 30 days of the invoice date.

Bingham may withdraw or renegotiate this contract if our involvement is greater than originally anticipated. Examples of Bingham's increased time commitment include research into missing investment activity, gross proceeds remain outstanding longer than the quoted period, or bond proceeds are mixed with other non-proceeds funds.

EXPIRATION

If Bingham has not received a signed copy of this proposal and all of the documents and information requested on page 12 – *Bingham's Work Plan, Step 2*, within 90 days after the date hereof, we will assume you no longer need or want our services. We may withdraw from this engagement without completing or delivering the Reports or Form 8038-T's to you. Such withdrawal will terminate our engagement.

SEVERABILITY

If any term of this engagement letter is to any extent invalid, illegal or unenforceable, such term shall be excluded to the extent that it is invalid, illegal or unenforceable. All other terms shall remain in full force and effect.

ENTIRE AGREEMENT

This engagement letter constitutes the entire agreement between Bingham and you regarding the calculation of any arbitrage rebate and yield reduction payments and any related interest or penalties due to the United States Treasury with respect to the Bonds. You acknowledge that there are no other agreements (either oral or written) with Bingham regarding such matters. No additional terms, or modification or waiver of any previously agreed-upon terms, are valid unless agreed to in writing by both Bingham and you.

FINANCIAL ADVISOR DISCLAIMER

By engaging Bingham to provide the services described in this document, the Village of Williams Bay acknowledges that Bingham (1) is not recommending actions or providing advice to the Village of Williams Bay, and (2) does not owe a fiduciary duty to the Village of Williams Bay, as described by Section 15B of the Securities Exchange Act of 1934. The Village of Williams Bay should consult with the appropriate transaction professionals for legal and financial advice.

The documentation and information requested for the arbitrage rebate calculations should cover the entire history of the Bonds. Any investment changes that occurred during our review period would be considered necessary.

Bingham Arbitrage Rebate Services, Inc.

Village of Williams Bay



Signature

Signature

Kim A. Hoyt
(Name Printed)

(Name Printed)

President
Title

Title

October 26, 2023
Date

Date

RESOLUTION
R-64-23

A RESOLUTION ACCEPTING THE GENEVA LAKE WATER SAFETY COMMITTEE, INC. ANNUAL
LIFEGUARD SERVICES AGREEMENT FOR THE 2024 SUMMER SEASON

WHEREAS, the Geneva Lake Water Safety Committee, Inc. has submitted the attached Annual Lifeguard Services Agreement to the Village of Williams Bay; and

WHEREAS, the Agreement provides Lifeguard services to the Village of Williams Bay daily beginning June 1 through August 25 plus Labor Day Weekend (August 31 through September 2; and

WHEREAS, on October 2, 2023, the Village of Williams Bay Finance & Personnel Committee determined that it is in the best interests of the Village to recommend approval of the Lifeguard Services Agreement for the 2024 Summer Season; and

WHEREAS, on October 16, 2023, the Village of Williams Bay Village Board, as recommended by the Finance & Personnel Committee, has determined that it is in the best interests of the Village and its residents to approve the Agreement; and

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended agreement, therefore.

APPROVED by the Village Board of the Village of Williams Bay this 16th day of October, 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____

Tina Kolls, Clerk

Water Safety Patrol

Geneva Lake Water Safety Committee, Inc.

P.O. Box 548; 451 Outing St., Williams Bay, WI 53191

Phone: 262-245-6577

e-mail: wspatrol@sbcglobal.net; web: watersafetypatrol.org

Lifeguard Services Agreement for the 2024 Summer Season

The Geneva Lake Water Safety Patrol agrees to provide services to the Village of Williams Bay based on the following description:

Service Description:

***Weekdays:** Two Lifeguards (with staggered breaks). Hours of coverage: **10:00 am to 5:00 pm.**

***Weekends/Holidays:** Three Lifeguards (with overlapping shifts/staggered breaks). Hours of coverage: **10:00 am to 5:00 pm.**

***Dates of Coverage:** Daily beginning **June 1 through Aug. 25** PLUS Labor Day Wknd (**Aug. 31-Sept. 2**).

Note: After Aug. 18, weekday coverage will drop down to one guard with hours of 1:00pm to 5:00pm, and weekend/holiday coverage will drop down to two guards with hours of 10:00am to 5:00pm.

Weather: In cases of dangerous, questionable, rainy or cold (65 degrees or below) weather conditions, the lifeguard(s) may be dismissed early or temporarily at the discretion of the Water Safety Patrol management. A "Swim at Your Own Risk" policy is in effect whenever lifeguards are not present on the beach (Village to post signs to that effect). Also, if/when the Beach House closes, the Lifeguards may be dismissed.

Training: Lifeguard Services include ongoing training by Water Safety Patrol. All lifeguards will be certified, and will participate in regular training and practice drills both at the beach and off premises.

Costs:

Lifeguard Services for the above dates.....	\$20,842.00
Liability Insurance.....	\$3965.00
Workman's Compensation.....	\$ 580.00
Uniforms.....	\$ 480.00
First-Aid Supplies.....	\$ 385.00
Swimming Lessons.....	\$3980.00
New Megaphone.....	\$ 85.00

Total: \$30,317.00

Payment: Full payment due by May 1, 2024. Please use this document as your invoice.

Authorized Signatures:

Williams Bay Representative: _____ date: _____

Print: _____ title _____

Water Safety Patrol: _____ date: _____

Ted Pankau, Director

Please return this signed agreement to Water Safety Patrol by Dec. 15, 2023

RESOLUTION

R-74-23

**RESOLUTION AUTHORIZING THE VILLAGE OF WILLIAMS BAY PARTICIPATION IN THE CLEAN BOATS CLEAN WATERS
GRAND PROGRAM WITH THE GENEVA LAKE ENVIRONMENTAL AGENCY**

WHEREAS, the Village of Williams Bay is committed to protecting the health of Geneva Lake by preventing the introduction and spread of Aquatic Invasive Species (AIS); and

WHEREAS, the Clean Boats Clean Waters (CBCW) Grant Program is a Wisconsin Department of Natural Resources (WDNR) program that provides funding to communities to implement AIS prevention and control programs; and

WHEREAS, the Geneva Lake Environmental Agency (GLEA) has applied for a CBCW Grant on behalf of the communities of Geneva Lake, including the Village of Williams Bay; and

WHEREAS, GLEA has offered to reimburse the Village of Williams Bay for the cost of hiring a CBCW inspector at a rate of \$12.00 per hour, up to a total of \$2,400.00 for 200 hours of work; and

WHEREAS, the Village of Williams Bay agrees to employee(s) attending a mandatory CBCW Staff training session; and

WHEREAS, GLEA will provide all necessary materials, including CBCW shirts, literature, educational materials, clipboards, field sheets, stickers, and a grabber reach tool to aid in the removal of AIS and other debris from boats and trailers; and

WHEREAS, the deadline for the completion of the required 200 hours of work is October 31, 2024;

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended agreement, therefore.

APPROVED by the Village Board of the Village of Williams Bay this _____ day of _____ 2023.

VILLAGE OF WILLIAMS BAY

By: _____

William Duncan, President

Attest: _____

Tina Kolls, Clerk



Geneva Lake Environmental Agency

350 Constance Blvd., P.O. Box 914, Williams Bay, WI 53191

Village of Fontana - Village of Williams Bay - City of Lake Geneva - Town of Linn - Town of Walworth
Phone: 262.245.4532 Fax: 262.245.4533 Email: info@gleawi.org Website: www.gleawi.org

September 27, 2023

Subject: Clean Boats Clean Waters (CBCW) Grant Collaboration for 2024

Dear Municipal Administrator, Harbormaster, and Local Committee Members,

I hope this message finds you well. I am writing on behalf of the Geneva Lake Environmental Agency (GLEA) to discuss our upcoming application for the Clean Boats Clean Waters (CBCW) Grant through the Wisconsin Department of Natural Resources for the year 2024.

I'm pleased to inform you that the CBCW grant is a non-compete, ensuring automatic approval. I am reaching out to gauge your municipality's interest in once again collaborating with our agency to participate in the CBCW program for the upcoming year. This proposal is based on the significant success we witnessed when municipalities actively managed the CBCW program this year.

In this capacity, your municipality would be responsible for hiring a CBCW inspector as part of your launch staff. As this position is grant-funded, we are prepared to offer each participating municipality a reimbursement rate of \$12.00 per hour, totaling \$2,400 upon completing the required 200 hours. The deadline for these 200 hours is October 31, 2024.

Prior to Memorial Day, GLEA will organize a mandatory CBCW staff training session. Should your inspectors wish to commence logging hours before the scheduled training, alternative training options can be arranged in consultation with your municipality. Furthermore, GLEA will collect data sheets from inspectors and ensure the entry of hours and collected data into the SWIMS database, as mandated by the grant.

To facilitate your municipality's participation, GLEA will provide all necessary materials, including CBCW shirts, literature, educational materials, clipboards, field sheets, stickers, and a grabber reach tool to aid in the removal of AIS and other debris from boats and trailers.

For those municipalities interested in cross-training multiple launch staff as CBCW inspectors, we are open to accommodating this. However, we can only provide reimbursement for one employee per shift. For example, if one employee works from 7 a.m. to 3 p.m., and another CBCW employee takes over from 3 p.m. to 11 p.m., both hours will be eligible for reimbursement. Please note that overlapping shifts, such as 7 a.m. to 3 p.m. and 10 a.m. to 6 p.m., can only be reimbursed for one set of hours.

The scheduling of CBCW inspectors will be at the discretion of each municipality, allowing flexibility to meet your specific needs. Throughout the program, GLEA will provide weekly updates on hours worked by your municipality. Once your municipality has successfully completed the required 200 hours, we will promptly request an invoice for \$2,400. It is imperative to complete all hours by October 31, 2024, to ensure reimbursement by GLEA.

If you have any questions or would like me to attend a municipal meeting to address any queries from you or your local elected officials, please do not hesitate to reach out. We value our partnership and look forward to another successful year of collaboration.

Sincerely,

Jacob Schmidt

Executive Director

CC: GLEA Board Member and Staff

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-76-23**

**A RESOLUTION AUTHORIZING
A UTILITY RATE STUDY ENGAGEMENT LETTER FROM BAKER TILLY, LLP**

WHEREAS, the Village of Williams Bay ("***Village***") public water system is an enterprise fund with all related expenses funded by revenues collected by user water rates; and

WHEREAS, the utility water user rates are established by the State of Wisconsin Public Service Commission ("***PSC***"); and

WHEREAS, Village Auditor Baker Tilly US, LLP provided the enclosed Engagement Letter ("***Proposal***") to perform the required utility rate study for submittal to the PSC; and

WHEREAS, on November 6, 2023 the Village Finance and Personnel Committee reviewed and recommended approval of the Proposal; and

WHEREAS, the President and Village Board have determined that it is in the best interests of the Village and its residents to retain Baker Tilly, LLP. to provide a utility rate study in accordance with the Proposal;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN, as follows:

SECTION ONE: **Recitals.** The foregoing recitals are incorporated herein as if fully set forth.

SECTION TWO: **Approval; Authorization.** The Proposal submitted by Baker Tilly US, LLP. is hereby authorized in substantially the form attached hereto as Exhibit A. The Village President and Village Clerk are hereby authorized and directed to execute and attest, respectively, the Proposal in its final form on behalf of the Village.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A
Utility Rate Study Engagement Letter
(Baker Tilly, LLP)

October 18, 2023

David Lothspeich
Village of Williams Bay Water Utility
153 Elkhorn Road
Williams Bay, WI 53191

Baker Tilly US, LLP
4807 Innovate Lane,
PO Box 7398
Madison, WI, 53707-7398
United States of America

T: +1 (608) 249 6622
F: +1 (608) 249 8532

bakertilly.com

Dear Mr. Lothspeich:

Thank you for using Baker Tilly US, LLP (Baker Tilly, we, our) as your accountants and

The purpose of this letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide to Village of Williams Bay Water Utility (the Organization, Client, you, your).

Services and Related Report

We will compile, from information management provides, the Company's forecasted schedules and forecasted information as of December 31, 2021, and for the test year then ending, including the related summaries of significant assumptions and accounting policies, in order to develop forecasted water rates ("forecast"). Upon completion of our compilation of the forecast, we will provide the Organization with our accountants' compilation report. If, for any reasons caused by or relating to the affairs or management of the Organization, we are unable to complete our compilation of your forecast, or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to issue a report as a result of this engagement.

The forecast is not intended to be a forecast of financial position, changes in net position or cash flows in accordance with Generally Accepted Accounting Principles (GAAP). This report will be prepared for the development of rates and should not be used for any other purpose.

A financial forecast presents, to the best of management's knowledge and belief, the Organization's expected results of operations and plant balances for the financial forecast period. It is based on management's assumptions reflecting conditions it expects to exist and the course of action it expects to take during the forecast period.

Water Rate Study

The following outlines the process of completing a water rate study and filing an application with the Public Service Commission of Wisconsin (PSCW).

1. Obtain historical information, confirm significant assumptions regarding growth and costs, summarize and classify nonroutine plant additions, and forecast consumption for the 2024 test year.
2. Compile forecast in the PSCW prescribed format for the 2024 test year to support the rate study, including supplemental information related to cash flows and debt coverage to support the requested rate of return.
3. Provide draft study to management for their review. Incorporate management's comments into study.
4. Meet with the governing body to review the study.
5. Prepare the final rate study and submit the application to the PSCW.
6. Review PSC information and proposed rates.
7. Assist management with the rate hearing and implementation of new rates.

Our Responsibilities and Limitations

The objective of our compilation engagement is to apply accounting and financial reporting expertise to assist you in the presentation of the financial forecast based on management's assumptions without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial forecast in order for it to be in accordance with guidelines for presentation of a financial forecast established by the AICPA.

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's *Code of Professional Conduct*, including the ethical principles of integrity, objectivity, professional competence and due care.

A compilation of a financial forecast differs significantly from an examination of financial forecast. A compilation does not contemplate performing analytical procedures, obtaining an understanding of the entity's internal control, assessing risks of material misstatement, tests of accounting records or other procedures ordinarily performed in an examination.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial forecast.

In order for us to complete the engagement, management must provide assumptions that are appropriate for the financial forecast. If the assumptions provided are inappropriate and have not been revised to our satisfaction, we will be unable to complete the engagement, and, accordingly, we will not issue a report on the financial forecast.

Baker Tilly US, LLP is not a municipal advisor as defined in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act. Baker Tilly US, LLP is not recommending an action to the Utility; is not acting as an advisor to the Utility and does not owe a fiduciary duty pursuant to Section 15B of the Securities and Exchange Act to the Utility with respect to the information and material contained in the deliverables issued under this engagement. The Utility should discuss any information and material contained in the deliverables with any and all internal and external advisors and experts that the Utility deems appropriate before acting on this information or material. Baker Tilly US, LLP will rely on management of the Utility to provide key data related to the issuance of municipal securities.

Our engagement cannot be relied upon to identify or disclose any misstatements in the financial forecast, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations, and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, evidence that fraud may exist, illegal acts or noncompliance with laws or regulations that come to our attention, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

The compilation will be planned and conducted with the understanding it will be used for the development of rates by the Public Service Commission of Wisconsin and should not be used by any other parties or for any other purpose. Nevertheless, items of possible interest to the previously specified party may not be specifically addressed and matters may exist that would be assessed differently by the previously specified party.

The compilation will not be planned or conducted in contemplation of reliance by any other specific third party or with respect to any specific transaction. Therefore, items of possible interest to a third party will not be specifically addressed and matters may exist that would be assessed differently by a third party, possibly in connection with a specific transaction.

Management's Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to assist you in developing the presentation of the financial forecast in accordance with guidelines for presentation of a financial forecast established by the AICPA. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

1. The selection of the accounting principles applied in the preparation of the financial forecast.
2. The preparation and presentation of the financial forecast in accordance with guidelines for presentation of a financial forecast established by the AICPA, the inclusion of all informative disclosures that are appropriate for the forecast under those guidelines, and the development of assumptions that reflect your plans and expectations regarding events and circumstances for the financial forecast period.
3. The design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial forecast and that it is free from material misstatement whether due to fraud or error.
4. The prevention and detection of fraud.
5. To ensure that Village of Williams Bay Water Utility complies with the laws and regulations applicable to its activities.
6. The accuracy and completeness of the records, documents, explanations and other information, including significant judgments, you provide to us for the engagement.
7. To provide us with—
 - > Access to all information of which you are aware is relevant to the presentation of the financial forecast, such as records, documentation and other matters.
 - > Additional information that we may request from you for the purpose of the compilation engagement.
 - > Unrestricted access to persons within Village of Williams Bay Water Utility of whom we determine it necessary to make inquiries.

Our Report

As part of our engagement, we will issue a report that will state that we did not examine or review the financial forecast and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on it. It will also state that (1) there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material; and (2) we have no responsibility to update the report for events and circumstances occurring after the date of the report.

There may be circumstances in which the report differs from the expected form and content.

You agree to include our compilation report in any document containing the financial forecast that indicates that we have performed a compilation engagement on the financial forecast and, prior to inclusion of the report, to ask our permission to do so.

Nonattest Services

Prior to or as part of our compilation engagement, it may be necessary for us to perform certain nonattest services. Nonattest services that we will be providing are as follows:

- > Reporting assistance (such as formatting) as requested

We will not perform any management functions or make management decisions on your behalf with respect to any nonattest services we provide.

In connection with our performance of any nonattest services, you agree that you will:

- > Continue to make all management decisions and perform all management functions.
- > Designate a competent employee with suitable skill, knowledge and/or experience, preferably within senior management, to oversee the services we perform.
- > Evaluate the adequacy and results of the nonattest services we perform.
- > Accept responsibility for the results of our nonattest services.
- > Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

Reproduction of the Financial Forecast

If you intend to reproduce or publish the financial forecast, and make reference to our firm name in connection therewith, you agree to publish the financial forecast in its entirety. In addition, you agree to provide us, for our approval and consent, proofs before printing, and final materials before distribution.

With regard to the electronic dissemination of the financial forecast, including forecasted financials published electronically on your internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Ownership of Workpapers

The documentation for this engagement, including the workpapers is the property of Baker Tilly and constitutes confidential information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. Baker Tilly does not retain any original client records and we will return such records to you at the completion of the services rendered under this engagement. When such records are returned to you, it is the Organization's responsibility to retain and protect its accounting and other business records for future use, including potential review by any government or other regulatory agencies. By your signature below, you acknowledge and agree that, upon the expiration of the documentation retention period, Baker Tilly shall be free to destroy our workpapers related to this engagement. If we are required by law, regulation or professional standards to make certain documentation available to Regulators, the Organization hereby authorizes us to do so.

Timing and Fees

Completion of our work is subject to, among other things, (i) appropriate cooperation from Organization's personnel, including timely preparation of necessary schedules, (ii) timely responses to our inquiries and (iii) timely communication of all significant presentation, accounting and financial reporting matters. When and if for any reason the Organization is unable to provide such schedules, information and assistance, Baker Tilly and you may mutually revise the fee to reflect additional services, if any, required of us to complete the compilation. Revisions to the scope of our work will be communicated to you and may be set forth in the form of an "Amendment to Existing Engagement Letter". In addition, if we discover compliance issues that require us to perform additional procedures and/or provide assistance with these matters, fees at our standard hourly rates apply.

Invoices for these fees will be rendered each month as work progresses and are payable on presentation. A charge of 1.5 percent per month shall be imposed on accounts not paid within thirty (30) days of receipt of our statement for services provided. In accordance with our firm policies, work may be suspended if your account becomes thirty (30) days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notice of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. In the event that collection procedures are required, the Organization agrees to be responsible for all expenses of collection including related attorneys' fees.

We estimate that our fees for these services will range from \$12,000 to \$14,000 for the compilation.

The study will be completed after the 2023 Annual Report to the Public Service Commission of Wisconsin is finalized. In addition to professional fees, our invoices will include our standard administrative charge, plus travel and subsistence, and other out-of-pocket expenses related to the engagement. Our fees, as summarized above, are based upon the current Statements on Standards for Accounting and Review Services that have been issued and are effective as of the date of this letter. Should additional accounting or auditing standards be issued subsequent, to or become effective for the periods covered by this engagement, our estimated fees may be adjusted accordingly.

We may use temporary contract staff to perform certain tasks on your engagement and will bill for that time at the rate that corresponds to Baker Tilly staff providing a similar level of service. Upon request, we will be happy to provide details on training, supervision and billing arrangements we use in connection with these professionals. Additionally, we may from time to time, and depending on the circumstances, use service providers (e.g., to act as a specialist or compile an element of the financial statements) in serving your account. We may share confidential information about you with these contract staff and service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all contract staff and service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the contract staff or third-party service provider. Furthermore, the firm will remain responsible for the work provided by any such contract staff or third-party service providers.

To the extent the services require Baker Tilly receive personal data or personal information from Client, Baker Tilly may process any personal data or personal information, as those terms are defined in applicable privacy laws, in accordance with the requirements of the applicable privacy law relevant to the processing in providing services hereunder. Applicable privacy laws may include any local, state, federal or international laws, standards, guidelines, policies or regulations governing the collection, use, disclosure, sharing or other processing of personal data or personal information with which Baker Tilly or its Clients must comply. Such privacy laws may include (i) the EU General Data Protection Regulation 2016/679 (GDPR); (ii) the California Consumer Privacy Act of 2018 (CCPA); and/or (iii) other laws regulating marketing communications, requiring security breach notification, imposing minimum security requirements, requiring the secure disposal of records and other similar requirements applicable to the processing of personal data or personal information. Baker Tilly is acting as a Service Provider/Data Processor in relation to Client personal data and personal information, as those terms are defined respectively under the CCPA/GDPR. Client is responsible for notifying Baker Tilly of any data privacy laws the data provided to Baker Tilly is subject to and Client represents and warrants it has all necessary authority (including any legally required consent from data subjects) to transfer such information and authorize Baker Tilly to process such information in connection with the services described herein. Client agrees that Baker Tilly has the right to generate aggregated/de-identified data from the accounting and financial data provided by Client to be used for Baker Tilly business purposes and with the outputs owned by Baker Tilly. For clarity, Baker Tilly will only disclose aggregated/de-identified data in a form that does not identify Client, Client employees, or any other individual or business entity and that is stripped of all persistent identifiers. Client is not responsible for Baker Tilly's use of aggregated/de-identified data.

Baker Tilly has established information security related operational requirements that support the achievement of our information security commitments, relevant information security related laws and regulations, and other information security related system requirements. Such requirements are communicated in Baker Tilly's policies and procedures, system design documentation and contracts with customers. Information security policies have been implemented that define our approach to how systems and data are protected. Client is responsible for providing timely written notification to Baker Tilly of any additions, changes or removals of access for Client personnel to Baker Tilly provided systems or applications. If Client becomes aware of any known or suspected information security or privacy related incidents or breaches related to this agreement, Client should timely notify Baker Tilly via email at dataprotectionofficer@bakertilly.com.

Any additional services that may be requested and we agree to provide will be the subject of a separate engagement letter.

We may be required to disclose confidential information to federal, state and international regulatory bodies or a court in criminal or other civil litigation. In the event that we receive a request from a third party (including a subpoena, summons or discovery demand in litigation) calling for the production of information, we will promptly notify the Organization, unless otherwise prohibited. In the event we are requested by the Organization or required by government regulation, subpoena or other legal process to produce our engagement working papers or our personnel as witnesses with respect to services rendered to the Organization, so long as we are not a party to the proceeding in which the information is sought, we may seek reimbursement for our professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

We may be required to disclose confidential information with respect to complying with certain professional obligations, such as peer review programs. All participants in such peer review programs are bound by the same confidentiality requirements as Baker Tilly and its employees. Baker Tilly will not be required to notify the Organization if disclosure of confidential information is necessary for peer review purposes.

Resolution of Disagreements

In the unlikely event that differences concerning services or fees should arise that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the dispute by mediation administered by the American Arbitration Association (AAA) under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute-resolution procedure. Each party shall bear their own expenses from mediation.

If mediation does not settle the dispute or claim, then the parties agree that the dispute or claim shall be settled by binding arbitration. The arbitration proceeding shall take place in the city in which the Baker Tilly office providing the relevant services is located, unless the parties mutually agree to a different location. The proceeding shall be governed by the provisions of the Federal Arbitration Act (FAA) and will proceed in accordance with the then current Arbitration Rules for Professional Accounting and Related Disputes of the AAA, except that no prehearing discovery shall be permitted unless specifically authorized by the arbitrator. The arbitrator will be selected from Judicate West, AAA, Judicial Arbitration & Mediation Services (JAMS), the Center for Public Resources or any other internationally or nationally-recognized organization mutually agreed upon by the parties. Potential arbitrator names will be exchanged within fifteen (15) days of the parties' agreement to settle the dispute or claim by binding arbitration, and arbitration will thereafter proceed expeditiously. Any issue concerning the extent to which any dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of these procedures, shall be governed by the FAA and resolved by the arbitrators. The arbitration will be conducted before a single arbitrator, experienced in accounting and auditing matters. The arbitrator shall have no authority to award nonmonetary or equitable relief and will not have the right to award punitive damages or statutory awards. Furthermore, in no event shall the arbitrator have power to make an award that would be inconsistent with the Engagement Letter or any amount that could not be made or imposed by a court deciding the matter in the same jurisdiction. The award of the arbitration shall be in writing and shall be accompanied by a well-reasoned opinion. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. Discovery shall be permitted in arbitration only to the extent, if any, expressly authorized by the arbitrator(s) upon a showing of substantial need. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrator shall be equally divided by the parties. Both parties agree and acknowledge that they are each giving up the right to have any dispute heard in a court of law before a judge and a jury, as well as any appeal. The arbitration proceeding and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential arbitration. The arbitrator(s) shall apply the limitations period that would be applied by a court deciding the matter in the same jurisdiction, including the contractual limitations set forth in this Engagement Letter, and shall have no power to decide the dispute in any manner not consistent with such limitations period. The arbitrator(s) shall be empowered to interpret the applicable statutes of limitations.

Our services shall be evaluated solely on our substantial conformance with the terms expressly set forth herein, including all applicable professional standards. Any claim of nonconformance must be clearly and convincingly shown.

Limitation on Damages and Indemnification

The liability (including attorney's fees and all other costs) of Baker Tilly and its present or former partners, principals, agents or employees related to any claim for damages relating to the services performed under this Engagement Letter shall not exceed the fees paid to Baker Tilly for the portion of the work to which the claim relates, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Baker Tilly relating to such services. This limitation of liability is intended to apply to the full extent allowed by law, regardless of the grounds or nature of any claim asserted, including the negligence of either party. Additionally, in no event shall either party be liable for any lost profits, lost business opportunity, lost data, consequential, special, incidental, exemplary or punitive damages, delays or interruptions arising out of or related to this Engagement Letter even if the other party has been advised of the possibility of such damages.

As Baker Tilly is performing the services solely for your benefit, you will indemnify Baker Tilly, its subsidiaries and their present or former partners, principals, employees, officers and agents against all costs, fees, expenses, damages and liabilities (including attorney's fees and all defense costs) associated with any third-party claim, relating to or arising as a result of the services, or this Engagement Letter.

Because of the importance of the information that you provide to Baker Tilly with respect to Baker Tilly's ability to perform the services, you hereby release Baker Tilly and its present and former partners, principals, agents and employees from any liability, damages, fees, expenses and costs, including attorney's fees, relating to the services, that arise from or relate to any information, including representations by management, provided by you, Organization personnel or agents, that is not complete, accurate or current, whether or not management knew or should have known that such information was not complete, accurate or current.

Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Engagement Letter are material bargained for bases of this Engagement Letter and that they have been taken into account and reflected in determining the consideration to be given by each party under this Engagement Letter and in the decision by each party to enter into this Engagement Letter.

The terms of this section shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort or any form of negligence, whether of you, Baker Tilly or others), but these terms shall not apply to the extent finally determined to be contrary to the applicable law or regulation. These terms shall also continue to apply after any termination of this Engagement Letter.

You accept and acknowledge that any legal proceedings arising from or in conjunction with the services provided under this Engagement Letter must be commenced within twelve (12) months after the performance of the services for which the action is brought, without consideration as to the time of discovery of any claim or any other statutes of limitations or repose.

Other Matters

Neither this Engagement Letter, any claim, nor any rights or licenses granted hereunder may be assigned, delegated or subcontracted by either party without the written consent of the other party. Either party may assign and transfer this Engagement Letter to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization or the sale of interest or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this Engagement Letter.

The services performed under this Agreement do not include the provision of legal advice and Baker Tilly makes no representations regarding questions of legal interpretation. Client should consult with its attorneys with respect to any legal matters or items that require legal interpretation under federal, state or other type of law or regulation.

Baker Tilly US, LLP, trading as Baker Tilly, is an independent member of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Baker Tilly US, LLP is not Baker Tilly International's agent and does not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

David Lothspeich
Village of Williams Bay Water Utility

October 18, 2023
Page 9

This Engagement Letter and any applicable online terms and conditions or terms of use ("Online Terms") related to online products or services made available to Organization by Baker Tilly ("Online Offering") constitute the entire agreement between the Organization and Baker Tilly regarding the services described in this Engagement Letter and supersedes and incorporates all prior or contemporaneous representations, understandings or agreements, and may not be modified or amended except by an agreement in writing signed between the parties hereto.

For clarity and avoidance of doubt, the terms of this Engagement Letter govern Baker Tilly's provision of the services described herein, and the Online Terms govern Organization's use of the Online Offering. This Engagement Letter's provisions shall not be deemed modified or amended by the conduct of the parties.

The provisions of this Engagement Letter, which expressly or by implication are intended to survive its termination or expiration, will survive and continue to bind both parties, including any successors or assignees. If any provision of this Engagement Letter is declared or found to be illegal, unenforceable or void, then both parties shall be relieved of all obligations arising under such provision, but if the remainder of this Engagement Letter shall not be affected by such declaration or finding and is capable of substantial performance, then each provision not so affected shall be enforced to the extent permitted by law or applicable professional standards.

If because of a change in the Organization status or due to any other reason, any provision in this Engagement Letter would be prohibited by, or would impair our independence under laws, regulations or published interpretations by governmental bodies, commissions or other regulatory agencies, such provision shall, to that extent, be of no further force and effect and this agreement shall consist of the remaining portions.

This agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without giving effect to the provisions relating to conflict of laws.

We appreciate the opportunity to be of service to you.

If there are any questions regarding the Engagement Letter, please contact Jodi Dobson, the engagement partner on this engagement who is responsible for the overall supervision and review of the engagement and for determining that the engagement has been completed in accordance with professional standards. Jodi Dobson is available at 608 240 2469.

Sincerely,

BAKER TILLY US, LLP

Baker Tilly US, LLP

The services and terms as set forth in this Engagement Letter are agreed to by:

Official's Name

Official's Signature

Title

Date

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-78-23**

**A RESOLUTION AUTHORIZING BAXTER & WOODMAN WORK ORDER
CLOVER STREET AND WILLIAMS STREET PUBLIC WATER EXTENSION AND LOOP**

WHEREAS, the Village Board approved Resolution R-57-23 “Approving Clover Street and Williams Street Development Agreement (Public Water Extension and Loop) on July 17, 2023; and

WHEREAS, Village Engineer Baxter & Woodman provided the attached Work Order 2325722.00 for Utility Improvement Engineering Design Services (“Work Order”); and

WHEREAS, Work Order scope includes Design and Construction Services, including: (1.) Project Management; (2) Plans, Specifications, and Opinion of Probable Cost; (3); Utility Coordination; (4) Final Design Drawings; (5) Construction Administration; (6) Field Observation; (7) Project Closeout which in lump sum total will be \$9,800 (Reimbursed by Developers per approved Development Agreement); and

WHEREAS, on November 6, 2023, the Village Water & Sewer and Finance & Personnel Committees recommended approval of the Work Order; and

WHEREAS, on November 20, 2023, the Village of Williams Village Board, as recommended by the Water & Sewer Committee and Finance & Personnel Committee, has determined that it is in the best interests of the Village and its residents to authorize the Work Order.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended work order, therefore.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

**VILLAGE OF WILLIAMS BAY, WISCONSIN
CLOVER STREET AND WILLIAMS STREET WATER MAIN LOOP
DESIGN AND CONSTRUCTION ENGINEERING SERVICES
WORK ORDER**

ENGINEERS' PROJECT NO. 2325722.00

Project Description:

The project includes 500-feet of 8-inch water main, five service connections, one hydrant, and two valves extending from an existing water main on Clover Street to an existing water main on Williams Street. It also includes engineering assistance for a developer's agreement.

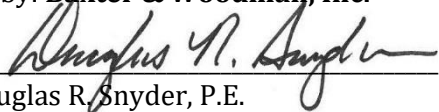
Engineering Services:

Specific Engineering services are described in the Master Engineering Services Agreement between the Village and Engineers dated October 16, 2017. A detailed scope of services for this Project is listed in Attachment A of this Work Order.

Compensation:

Compensation for the services will be in accordance with the Master Engineering Services Agreement dated October 16, 2017. The Owner shall pay the Engineer for the services performed or furnished under Attachment A, a lump sum of **\$9,800**.

Submitted by: **Baxter & Woodman, Inc.**

By: 

Douglas R. Snyder, P.E.

Title: Vice President

Date: October 16, 2023

Approved: **Village of Williams Bay, Wisconsin**

By: _____

William B. Duncan

Title: Village President

Date: _____

Attest: _____

Tina Kolls, Clerk

Additional Comments: None

Project Description

The project includes 500-feet of 8-inch water main, five service connections, one hydrant and two valves extending from an existing water main on Clover Street to an existing water main on Williams Street. It also includes engineering assistance for a developer's agreement.

Scope of Services

The following scope of services details the anticipated tasks necessary to successfully complete this Project:

DESIGN SERVICES

1. PROJECT MANAGEMENT – Plan, schedule, and control the activities to complete the Project. These activities include, but are not limited to, budgeting, scheduling, and monitoring the scope of services. Coordinate with the Village and project team to ensure the goals of the Project are achieved.
2. MEETINGS WITH VILLAGE STAFF – A project kick-off meeting will be held with Village staff and the Engineering team to establish clear lines of communication and discuss the detailed needs, objectives, and goals for the Project. The meeting will also be utilized to obtain information, plans, atlases, and other data to be supplied by the Village and to discuss the project schedule. Conduct one meeting with Village staff to review the pre-final plans prior to permitting, and one meeting to review the final project documents prior to bidding.
3. UTILITY COORDINATION – Complete a Design Locate with Diggers Hotline. Contact the applicable utility companies to provide notice of the upcoming project. Provide preliminary drawing sheets to utility companies for their reference.
4. SITE VISITS – Conduct site visits by designers to verify existing conditions and review the location of proposed improvements.
5. PLANS, SPECIFICATIONS, AND OPINION OF PROBABLE COST – Prepare construction contract documents consisting of Drawings and a Project Manual showing the general scope, extent, and character of work to be performed by the Contractor selected by the Village.
 - A. **Infrastructure Design** – Provide detailed design of water main improvements, including the location of water valves, and fire hydrants to avoid conflicts with adjacent utilities, and to comply with Code requirements.

-
- B. **Drawings** – Prepare drawings showing the work to be furnished and performed by the Contractor. Provide detailed drawings showing the proposed water main and appurtenances. Indicate location of utilities obtained from utility companies. Create legends, general notes, detail drawings, and instructions to contractors, to create a final set of construction drawings.
 - C. **Project Manual** – Prepare for review and approval by the Village and its legal counsel the forms of Construction Contract Documents consisting of an Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC). Prepare one set of technical specifications for infrastructure improvements in the format of the Construction Specification Institute.
 - D. **Opinion of Probable Cost** – Prepare a summary of quantities and an Engineers' Opinion of Probable Cost.
 - E. **Quality Control Review** – Perform an in-house quality control review of the Drawings, specifications, bidding documents, and Engineers' Opinion of Probable Cost for the Project.
- 6. **AGENCY PERMITS** – Submit the design documents to the Wisconsin Department of Natural Resources for a water main extension permit.
 - 7. **ASSIST BIDDING** – Set bid dates with the Village, create an Advertisement for Bid and provide to Village for publication. Provide documents for bidding and assist the Village in solicitation of bids from as many qualified bidders as possible. Attend the bid opening with Village personnel and assist in reviewing and checking of bid package submittals as required. Tabulate all bids received and make a recommendation to the Village for Award of Contract.

CONSTRUCTION SERVICES

- 1. Act as the Owner's representative with duties, responsibilities, and limitations of authority as assigned in the construction contract documents.
- 2. **PROJECT INITIATION**
 - A. Prepare Award Letter, Agreement, Contract Documents, Performance/Payment Bonds, and Notice to Proceed. Receive Contractor insurance documents.
 - B. Attend and prepare minutes for the preconstruction conference and review the Contractor's proposed construction schedule and list of subcontractors.

3. CONSTRUCTION ADMINISTRATION

- A. Attend periodic construction progress meetings.
- B. Shop drawing and submittal review by Engineer shall apply only to the items in the submissions and only for the purpose of assessing, if upon installation or incorporation in the Project, they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the contract documents. Owner further agrees that the Engineer's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs of precautions. Engineer's consideration of a component does not constitute acceptance of the assembled item.
- C. Review construction record drawings for completeness prior to submission to CADD.
- D. Prepare construction contract change orders and work directives when authorized by the Owner.
- E. Review the Contractor's requests for payments as construction work progresses and advise the Owner of amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
- F. Research and prepare written response by Engineer to request for information from the Owner and Contractor.
- G. Project manager or other office staff visit site as needed.

4. FIELD OBSERVATION – Engineering and Resident Project Representative by Owner

- A. Engineer will provide a at the construction site on a periodic part-time basis from the Engineer' office of not more than eight (8) hours per regular weekday, not including legal holidays as deemed necessary by the Engineer, to assist the Contractor with interpretation of the Drawings and Specifications, to observe in general if the Contractor's work is in conformity with the Final Design Documents, and to monitor the Contractor's progress as related to the Construction Contract date of completion.
- B. Through standard, reasonable means, Engineer will become generally familiar with observable completed work. If the Engineer observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner to address. Engineer shall not supervise, direct, control, or have charge or authority over any contractor's work,

nor shall the Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the site, nor for any failure of any contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract documents, which contractor is solely responsible for its errors, omissions, and failure to carry out the work. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or any other person, (except Engineer's own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification, of the contract documents, other than those made by the Engineer.

- C. Part-Time Field Observation provides that the Resident Project Representative will make intermittent site visits to observe the progress and quality of Contractor's executed Work. Part-Time Field Observation does not guarantee the Engineer will observe or comment on work completed by the contractor at times the Resident Project Representative is not present on site. Such visits and observations by the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections of Contractor's Work in progress beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment as assisted by the Resident Project Representative, if any.
 - D. Provide the necessary base lines, benchmarks, and reference points to enable the Contractor to proceed with the work.
 - E. Keep a daily record of the Contractor's work on those days that the Engineers are at the construction site including notations on the nature and cost of any extra work and provide weekly reports to the Owner of the construction progress and working days charged against the Contractor's time for completion.
5. SUBSTANTIAL COMPLETION OF PROJECT
- A. Provide a site visit when notified by the Contractor that the Project is substantially complete. Prepare written punch lists during substantial completion inspections.
 - B. Prepare Certificate of Substantial Completion.

6. COMPLETION OF PROJECT

- A. Provide a site visit when notified by the Contractor that the Project is complete. Prepare written punch lists during final completion inspections.
- B. Review the Contractor's written guarantees and issue a Notice of Acceptability for the Project by the Owner.
- C. Review the Contractor's requests for final payment and advise the Owner of the amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
- D. Prepare construction record drawings which show field measured dimensions of the completed work which the Engineers consider significant and provide the Owner with an electronic copy within ninety (90) days of the Project completion.

7. PROJECT CLOSEOUT – Provide construction-related engineering services including, but not limited to, General Construction Administration.

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DEVELOPMENT AGREEMENT

This Agreement is entered into by and between the Village of Williams Bay, a Wisconsin Municipal Corporation (the Village), Biomedical Medical Partners LLC (Leahy) and Davjan Real Estate Ventures LLC (Filter) effective on the last date of the signature of the parties.

WHEREAS, Leahy is the owner of a parcel of land located adjacent to Clover Street within the Village described as Tax Parcel ID Number WA506300001/Lot 1 CSM No. 5063 (Leahy Property); and

WHEREAS, Filter is the owner of two parcels of land located adjacent to Clover Street within the Village described as Tax Parcel ID Number WA506100002/Lot 2 CSM No. 5061 (Filter Property 2) and Tax Parcel ID Number WA506100001/Lot 1 CSM No. 5061 (Filter Property 1) and one parcel of land located adjacent to Williams Street described as Tax Parcel ID Number WA506100003/Lot 3 CSM No. 5061 (Filter Property 3); and

WHEREAS, the Village wishes to extend the existing water main located within the Clover Street right-of-way to the north terminus of Clover Street and from that point due east along the north boundary of Filter Property 2 and Filter Property 3 to the water main located in the Williams Street right-of-way (Water Main Extension); and

WHEREAS, by constructing the Water Main Extension the Village can offer water service to additional parcels and eliminate a dead-end in the current water main in the Clover Street right-of-way, so as to increase the quality of said water by providing greater water flow through the water main, and provide for increased fire protection through the installation of a hydrant near the north terminus of Clover Street; and

WHEREAS, Leahy and Filter wish to access the Water Main Extension to provide water service to their respective properties, and the Village wishes to provide that access in exchange for an agreed-upon cost share between the Village, Leahy and Filter for the cost of construction of the Water Main Extension; and

WHEREAS, Filter furthermore agrees, as shown on CSM 5061, attached as Exhibit B, to grant the Village an easement to locate, construct and maintain a portion of the Water Main Extension within the north 20 feet of Filter Property 2 and Filter Property 3 at no cost to the Village.

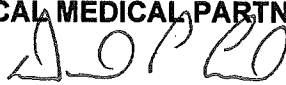
NOW, THEREFORE, it is agreed by and between the Village, Leahy and Filter as follows:

1. Village, Leahy and Filter agree to fund the cost of construction of the Water Main Extension in the amounts as set forth in the attached Exhibit A, which is incorporated herein. Leahy and Filter's respective share of the cost of construction shall not exceed the Approximate Cost for Each Owner ("Respective Share"). If the costs to construct the Water Main Easement are less than estimated, Leahy and Filter shall only be responsible for their percentage share but said share shall not exceed the "Approximate Cost" shown on Exhibit A. Subject to Provision 4, Leahy and Filter shall not be responsible for any additional payments or assessments related to the Water Main Extension.
2. Filter shall provide the Village with a signed written easement to permit the Village to locate, construct and maintain a portion of the Water Main Extension within the north 20 feet of Filter Property 2 and Filter Property 3, at no cost to the Village, prior to construction of the Water Main Extension.

3. After construction of the Water Main Extension, the Village shall invoice Leahy and Filter for their Respective Share of said Water Main Extension. Payment of their respective invoice shall be due within 45 days of the date of said invoice, and be made payable to the Village at the office of the Village Clerk.
4. In the event of nonpayment of their Respective Share by either Leahy or Filter, the amount of the invoice may be assessed by the Village against the above-described property of the nonpaying party, as a special charge.
5. The parties to this Agreement may execute it in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute one agreement. The signatures of all parties need not appear on the same counterpart, and delivery of an executed counterpart signature by facsimile or by E-mail in portable document format (PDF), is as effective as executing and delivering this Agreement in the presence of the other parties to this Agreement. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.

The parties have caused this Agreement to be duly executed by their respective duly authorized representative.

BIOMEDICAL MEDICAL PARTNERS, LLC

By: 
Authorized Representative

Daniel P. Leahy
(Print Name)

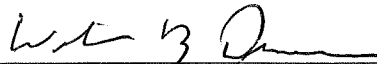
DAVJAN REAL ESTATE VENTURES, LLC

By: _____
Authorized Representative

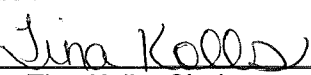
(Print Name)

Approved by the Village Board of Village of Williams Bay this 18th day of October, 2023.

VILLAGE OF WILLIAMS BAY

By: 
William Duncan, Village President

ATTEST

By: 
Tina Kolls, Clerk

DEVELOPMENT AGREEMENT

This Agreement is entered into by and between the Village of Williams Bay, a Wisconsin Municipal Corporation (the Village), Biomedical Medical Partners LLC (Leahy) and Davjan Real Estate Ventures LLC (Filter) effective on the last date of the signature of the parties.

WHEREAS, Leahy is the owner of a parcel of land located adjacent to Clover Street within the Village described as Tax Parcel ID Number WA506300001/Lot 1 CSM No. 5063 (Leahy Property); and

WHEREAS, Filter is the owner of two parcels of land located adjacent to Clover Street within the Village described as Tax Parcel ID Number WA506100002/Lot 2 CSM No. 5061 (Filter Property 2) and Tax Parcel ID Number WA506100001/Lot 1 CSM No. 5061 (Filter Property 1) and one parcel of land located adjacent to Williams Street described as Tax Parcel ID Number WA506100003/Lot 3 CSM No. 5061 (Filter Property 3); and

WHEREAS, the Village wishes to extend the existing water main located within the Clover Street right-of-way to the north terminus of Clover Street and from that point due east along the north boundary of Filter Property 2 and Filter Property 3 to the water main located in the Williams Street right-of-way (Water Main Extension); and

WHEREAS, by constructing the Water Main Extension the Village can offer water service to additional parcels and eliminate a dead-end in the current water main in the Clover Street right-of-way, so as to increase the quality of said water by providing greater water flow through the water main, and provide for increased fire protection through the installation of a hydrant near the north terminus of Clover Street; and

WHEREAS, Leahy and Filter wish to access the Water Main Extension to provide water service to their respective properties, and the Village wishes to provide that access in exchange for an agreed-upon cost share between the Village, Leahy and Filter for the cost of construction of the Water Main Extension; and

WHEREAS, Filter furthermore agrees, as shown on CSM 5061, attached as Exhibit B, to grant the Village an easement to locate, construct and maintain a portion of the Water Main Extension within the north 20 feet of Filter Property 2 and Filter Property 3 at no cost to the Village.

NOW, THEREFORE, it is agreed by and between the Village, Leahy and Filter as follows:

1. Village, Leahy and Filter agree to fund the cost of construction of the Water Main Extension in the amounts as set forth in the attached Exhibit A, which is incorporated herein. Leahy and Filter's respective share of the cost of construction shall not exceed the Approximate Cost for Each Owner ("Respective Share"). If the costs to construct the Water Main Extension are less than estimated, Leahy and Filter shall only be responsible for their percentage share but said share shall not exceed the "Approximate Cost" shown on Exhibit A. Subject to Provision 4, Leahy and Filter shall not be responsible for any additional payments or assessments related to the Water Main Extension.
2. Filter shall provide the Village with a signed written easement to permit the Village to locate, construct and maintain a portion of the Water Main Extension within the north 20 feet of Filter Property 2 and Filter Property 3, at no cost to the Village, prior to construction of the Water Main Extension.

3. After construction of the Water Main Extension, the Village shall invoice Leahy and Filter for their Respective Share of said Water Main Extension. Payment of their respective invoice shall be due within 45 days of the date of said invoice, and be made payable to the Village at the office of the Village Clerk.
4. In the event of nonpayment of their Respective Share by either Leahy or Filter, the amount of the invoice may be assessed by the Village against the above-described property of the nonpaying party, as a special charge.
5. The parties to this Agreement may execute it in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute one agreement. The signatures of all parties need not appear on the same counterpart, and delivery of an executed counterpart signature by facsimile or by E-mail in portable document format (PDF), is as effective as executing and delivering this Agreement in the presence of the other parties to this Agreement. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.

The parties have caused this Agreement to be duly executed by their respective duly authorized representative.

BIOMEDICAL MEDICAL PARTNERS, LLC

By: _____
Authorized Representative

(Print Name)

DAVJAN REAL ESTATE VENTURES, LLC

By: David K Janek
Authorized Representative

DAVID K JANECHER
(Print Name)

Approved by the Village Board of Village of Williams Bay this 18th day of October, 2023.

VILLAGE OF WILLIAMS BAY

By: William Duncan
William Duncan, Village President

ATTEST

By: Tina Kolls
Tina Kolls, Clerk

Estimated Cost Share Calculations
Clover Street and Williams Street Water Main Loop
Village of Williams Bay

Opinion of Probable Cost

Item	Approximate Quantity	Unit Price	Amount
Assessable Cost			
Mobilization	1 Lump Sum	\$ 8,000	\$8,000
8-Inch Open-Cut Water Main with Granular Backfill	235 Lineal Feet	\$ 110	\$25,850
8-Inch Open-Cut Water Main with Spoil Backfill	265 Lineal Feet	\$ 80	\$21,200
Mainline Valves	2 Each	\$ 3,000	\$6,000
Hydrants	1 Each	\$ 7,500	\$7,500
Water Service Connections and Laterals	5 Each	\$ 3,000	\$15,000
Connection to Existing Main	2 Each	\$ 3,000	\$6,000
	Subtotal		\$81,550
Engineering and Contingencies - Approx 15 Percent			\$12,000
Assessable Project Cost			\$93,550
Non Assessable Cost			
Pavement Replacement	570 Square Yard	\$ 50	\$28,500

Supplemental Information

See Page 2 for Overview of the Project and Benefitted Properties
See Page 3 for CSM 5063 and Frontage Lengths
See Page 4 for CSM 5061 and Frontage Length
See Page 5 for the Proposed Site Plan for CSM 5061

Prorated Share Calculation - Assessable Cost

Based on Frontage - Parcels Without Water Service

	Frontage on Main (Feet)	Percent of Project Cost Based on Frontage	Cost Based on Frontage
Healy - Lot 1 of CSM 5063	143.70	30.28	\$28,324
Filter - Lot 1 of CSM 5061	210.92	44.44	\$41,573
Filter - Lot 2 of CSM 5061	120.00	25.28	\$23,653

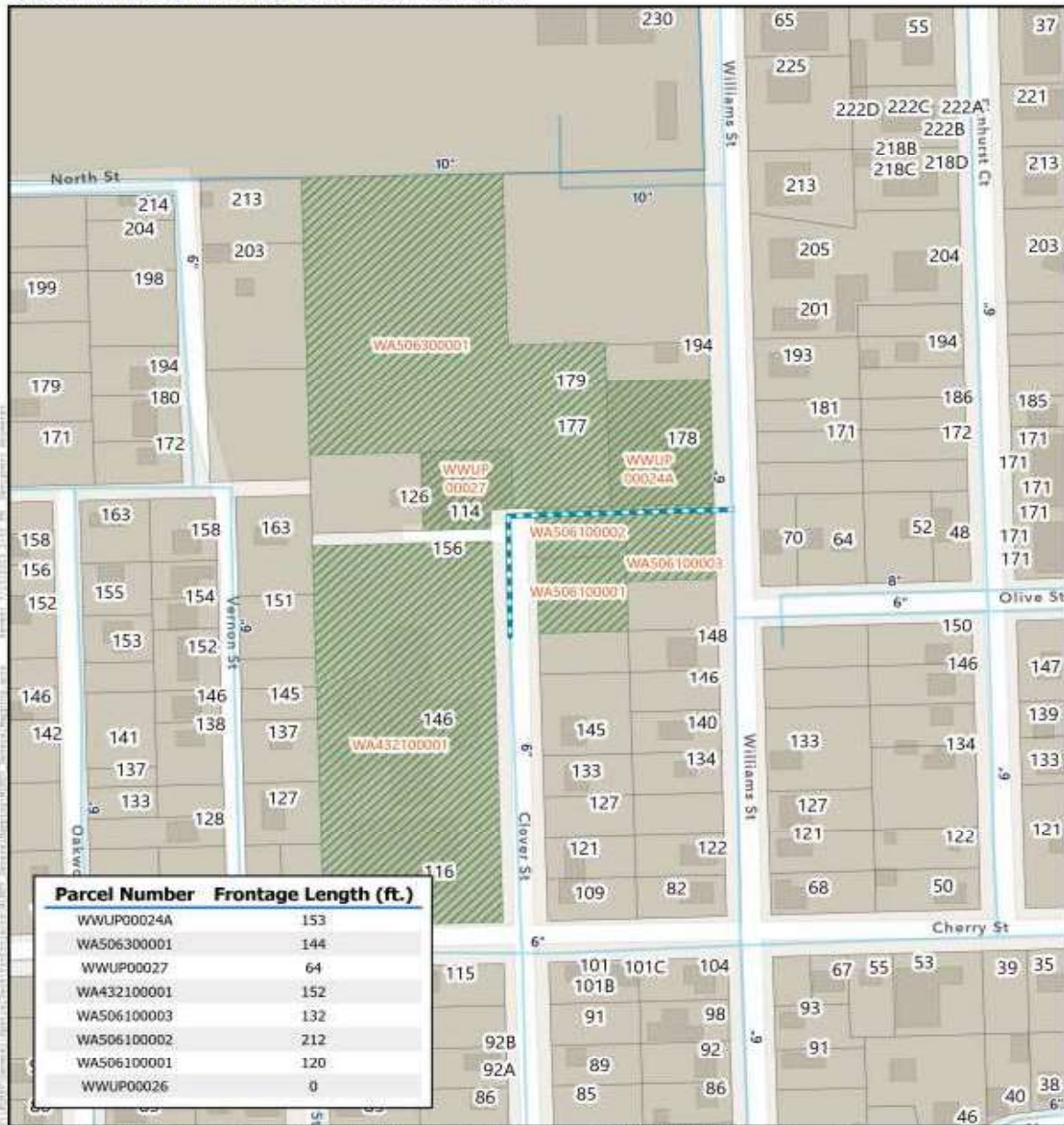
Based on Proposed Building Units - Parcels Without Water Service

	# of Units	Cost Based on Proposed Units
Healy - Lot 1 of CSM 5063	1	\$23,388
Filter - Lot 1 of CSM 5061	2	\$46,775
Filter - Lot 2 of CSM 5061	1	\$23,388

IMPACTED PROPERTIES

Williams Bay, WI

CLOVER ST. & WITTIG CT. WATER MAIN



Source(s): Esri Community Maps Contributors, © OpenStreetMap contributors, Esri, HERE, Garmin, Swisstopo, GeoTechnologies, Inc., METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA



Impacted Parcels
Parcels
Existing Water Main
Proposed Water Main

BAXTER & WOODMAN

SHEET 1 OF 2
DATE 08/10/2022

FARRIS, HANSEN & ASSOC. INC.

7 RIDGWAY COURT- P.O. BOX 437
 ELKHORN, WISCONSIN 53121
 PHONE (262) 723-2098
 FAX (262) 723-5886

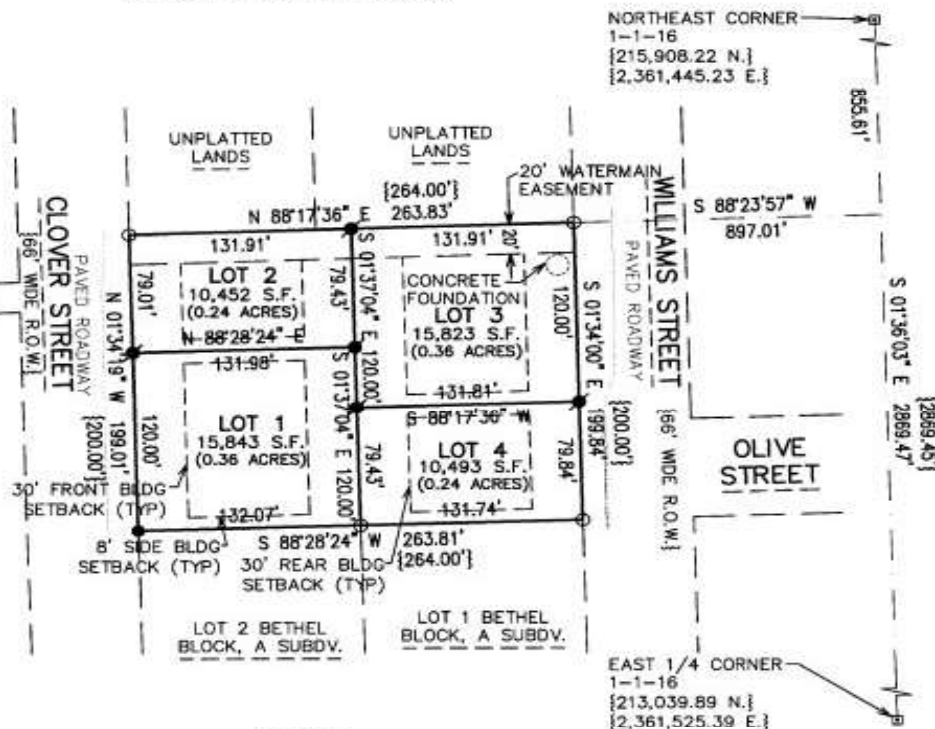
OWNER: DAVIAN REAL ESTATE VENTURES LLC
 1014 SAVORY COURT
 ELK GROVE VILLAGE, IL 60007

ZONING: TF
 SOILS: Ht & ScB

CERTIFIED SURVEY MAP NO. 5061

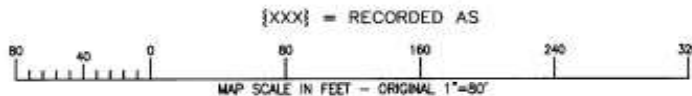


PART OF THE NE 1/4 OF THE NE 1/4 OF
 SECTION 1, TOWN 1 NORTH, RANGE 16
 EAST, VILLAGE OF WILLIAMS BAY,
 WALWORTH COUNTY, WISCONSIN



- LEGEND**
- = FOUND IRON PIPE STAKE, 1 3/8" O.D.
 - = FOUND IRON REBAR STAKE, 3/4" DIA.
 - ▣ = FOUND CONCRETE COUNTY MONUMENT WITH BRASS CAP
 - = SET IRON REBAR STAKE, 3/4" x 18" x 1.13 lbs/ft

THIS INSTRUMENT DRAFTED
 BY CHRISTOPHER A. HODGES
 PROJECT: 5485.20
 DATE: 01/21/2022 REV 8-16-22
 SHEET 1 OF 3 SHEETS







VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

MEMORANDUM

DATE: November 15, 2023
TO: Village Trustees
FROM: Tina Kolls, Village Clerk
RE: Alcohol License Original

The following alcohol license application was reviewed for approval by the Protective Services Committee.

Alcohol License approvals are contingent upon no outstanding liabilities with the Village, no delinquent wholesaler invoices, or Department of Revenue holds.

COMBINATION CLASS "A" FERMENTED MALT BEVERAGE & "CLASS A" INTOXICATING LIQUOR APPLICATION FOR:

Ganesh Food, Inc.
Arpita Patel, Agent
1308 Navajo Lane Apt # 204, Waukesha, WI
53186

d/b/a Bayside Mart
License to be located at:
156 Elkhorn Rd., Williams Bay, WI 53191

Tobacco Products License Application For:

Ganesh Food, Inc. d/b/a Bayside Mart, 156 Elkhorn Rd, Williams Bay, WI 53191



Village of Williams Bay Police Department

PO Box 580
250 Williams Street
Williams Bay, WI 53191



Phone: 262.245.2710

Chief Justin P Timm

Fax: 262.245.2711

To: Tina Kolls; Village Clerck
From: Justin P Timm; Chief of Police

REF: Alcohol Beverage License Application Background check

Ms. Kolls,

On October 31 2023 I received an Original Alcohol Beverage License Application from Ganesh Foods Inc.. This application names Arpita Patel as the new agent for the location known as Bayside Mart at 156 Elkhorn Road, Williams Bay WI 53191.

With the information provided, the character, reputation, and record are satisfactory, and I have no objection to the agent appointed.

Sincerely,

Justin P Timm
Chief of Police
Village of Williams Bay Police Department

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	
License Period	

License(s) Requested

- ☒ Class "A" Beer \$ 25.00 ☒ "Class A" Liquor \$ 500.00
- ☐ Class "B" Beer \$ _____ ☐ "Class B" Liquor \$ _____
- ☐ "Class C" Wine \$ _____ ☐ "Class A" Liquor (Cider Only) \$ _____
- ☐ Reserve "Class B" Liquor \$ _____ ☐ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ <u>525.00</u>
Publication Fee	\$ <u>50.00</u>
Background Check	\$
Total Fees	\$ <u>575.00</u>

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <u>KANESH FOOD, INC.</u>		
2. Trade Name or DBA <u>BAYSIDE MART</u>		
3. Premises Address <u>156 ELKURN RD, WILLIAMS BAY, WI - 53191</u>		
4. County <u>WALWORTH</u>	5. Municipality	6. Aldermanic District
7. Mailing Address (if different from premises address)		
8. FEIN <u>92-2986649</u>	9. Wisconsin Seller's Permit Number	
10. Premises Phone <u>262-794-2107</u>	11. Premises Email <u>Jayambelakeside@gmail.com</u>	
12. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☒ Corporation ☐ Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary. <u>Gas station & Convenience store</u> <u>See attached diagram for liquor/Beer storage</u>		

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate. ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration WISCONSIN		2. Date of Registration 3/17/2023
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors ☐ Yes ☒ No		
Name of Parent Company - NA	FEIN of Parent Company - NA	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☐ No If yes, please explain using the space below. Attach additional sheets if necessary. - NA -		
5. Agent's Last Name	Agent's First Name	Phone

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
PATEL	ARPITA	PRESIDENT	262-794-2107

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature ARPITA PATEL		Date 10-31-2023
Name (Last, First, M.I.) Patel, Arpita		
Title President	Email	Phone 262-794-2107

Part F: For Clerk Use Only

Date application was filed with clerk	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town
☒ Village of WILLIAMS BAY County of WALWORTH
☐ City

The undersigned duly authorized officer/member/manager of GANESH FOOD INC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

(Trade Name)
located at 156 ELKHORN RD, WILLIAMS BAY, WI-53191

appoints ARPITA PATEL
(Name of Appointed Agent)
1308 NAVAJO LANE, APT # 204, WAUKESHA, WI-53186
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 10 YEARS

Place of residence last year 1308 NAVAJO LANE, APT # 204, WAUKESHA, WI-53186

For: GANESH FOOD INC
(Name of Corporation / Organization / Limited Liability Company)

By: X ARPITA PATEL
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, ARPITA PATEL, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

X ARPITA PATEL 10/31/23 Agent's age 42
(Signature of Agent) (Date)

1308 NAVAJO LANE, APT # 204, WAUKESHA, WI-53186 Date of birth 12/18/1980
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 11/1/23 by [Signature] Title Chief of Police
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) PATEL		(first name) ARPITA		(middle name)	
Home Address (street/route) 1308 NAVASO LANE, APT 204		Post Office WAUKESHA	City WAUKESHA	State WI	Zip Code 53186
Home Phone Number 262-794-2107		Age 42	Date of Birth 12/18/1980	Place of Birth INDIA	

The **above named individual** provides the following information as a person who is (check one):

☐ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ **OFFICER** of **GANESH FOOD, INC**
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
 which is making application for an alcohol beverage license.

The **above named individual** provides the following information to the licensing authority:

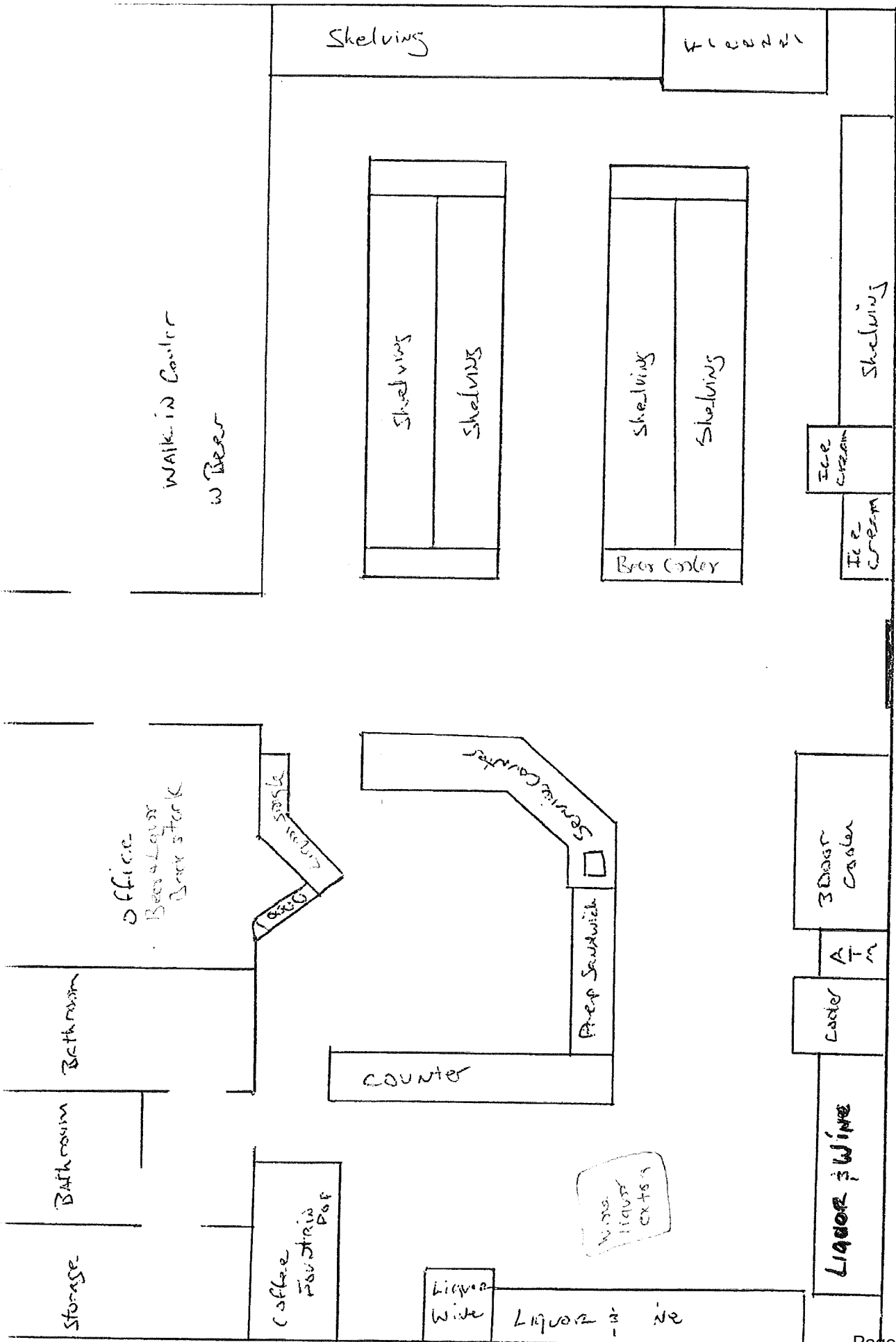
1. (a) How long have you continuously resided in Wisconsin prior to this date? July - 2013 10 YEAR
 (b) Have you resided in the City of Milwaukee continuously for one year immediately prior to this date? ☐ Yes ☒ No
2. (a) Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, or laws of any other states? ☐ Yes ☒ No
 (b) Have you ever been convicted of any violations of any county or municipal ordinances? ☐ Yes ☒ No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
 If yes, identify. _____
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
 (If yes, identify.) _____
(Name of Wholesale Licensee or Permittee) (Address by City and County)

READ CAREFULLY BEFORE SIGNING: I, The undersigned, shall not willfully refuse to provide those services offered under this license, or refuse to employ or discharge any person otherwise qualified because of race, color, creed, sex, national origin or ancestry; I shall not seek information as a condition of employment, or penalize any employee or discriminate in the selection of personnel for training or promotion solely on the basis of such information. I also shall not discriminate against any member of the military service dressed in uniform by willfully refusing services offered under this license.

Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named on the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

X ARPITA PATEL
(Signature of Named Individual)

CITGO 156 ELKHORN RD



WISCONSIN

SELLER / SERVER CERTIFICATION

Trainee Name: Arpitaben Patel

School Name: 360training.com, Inc.

Date of Completion: 06/26/2013



I, _____
certify that the above named person
successfully completed an approved
Learn2Serve Seller/Server course.

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66



Corporate Headquarters
13801 Burnet Rd., Suite 100
Austin, Texas 78727
P: 800-442-1149

DRIVER LICENSE
REGULAR

WISCONSIN USA

4d **P340-0008-0958-08** 9 CLASS **D**

1 **PATEL**
2 **ARPITA**

6 **1308 NAVAJO LN # 204**
WAUKESHA, WI 53186

15 SEX **F** 16 HGT **5' 03"**
17 WGT **120 lb** 18 EYES **BRO**

19 HAIR **BLK** 4a ISS **04/08/2021** DUP
3 DOB **12/18/1980** 4b EXP **12/18/2028**
5 DD **OTJXM2021040809285841**

9a END **NONE**

Donor
Blood
Vary



Arpita Patel



Village of Williams Bay
250 Williams Street | P.O. Box 580
Williams Bay, WI 53191
(262) 245-2700

XBP Confirmation Number: 157498868

Transaction detail for payment to Village of Williams Bay.		Date: 10/31/2023 - 1:45:22 PM MT	
Transaction Number: 207177788 Visa — XXXX-XXXX-XXXX-5832 Status: Successful			
Account #	Item	Quantity	Item Amount
Bayside Mart	LiquorBeer License Bayside Mart	1	\$575.00
	Cigarette license	1	\$100.00

TOTAL: \$675.00

Billing Information
ARPITA PATEL
, 53191

Transaction taken by: Admin TKolls



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

MEMORANDUM

DATE: November 15, 2023
TO: Village Trustees
FROM: Tina Kolls, Village Clerk
RE: Alcohol License Original

The following alcohol license application was reviewed for approval by the Protective Services Committee.

Alcohol License approvals are contingent upon no outstanding liabilities with the Village, no delinquent wholesaler invoices, or Department of Revenue holds.

COMBINATION CLASS "A" FERMENTED MALT BEVERAGE & "CLASS A" INTOXICATING LIQUOR APPLICATION FOR:

Ganesh Food, Inc.
Arpita Patel, Agent
1308 Navajo Lane Apt # 204, Waukesha, WI
53186

d/b/a Bayside Mart
License to be located at:
156 Elkhorn Rd., Williams Bay, WI 53191

Tobacco Products License Application For:

Ganesh Food, Inc. d/b/a Bayside Mart, 156 Elkhorn Rd, Williams Bay, WI 53191

Application for Cigarette and Tobacco Products License

MUNICIPAL USE ONLY

License Number
Period Covered
Date of Issuance

Applicant's Wisconsin 15-digit Sales Tax Account Number

92-2986649

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) GRANESH FOOD, INC.			Federal Employer Identification No. (FEIN) 92-2986649		
Trade or Business Name (if different than Legal Name)			Telephone Number (262) 794-2107		
Business Address (Permit Location) 156 ELKORN RD.		Business Located In ☐ City ☒ Village ☐ Town of: Williams Bay		Business Telephone (')	
City WILLIAMS BAY	State WI	ZIP Code 53191	County		
Mailing Address (if different than Business Address)			City	State	ZIP Code

Organization (check one)

☐ Sole Proprietor ☒ Wisconsin Corporation – Enter date incorporated: _____
☐ Partnership ☐ Out-of-State Corporation – Are you registered to do business in Wisconsin? ☐ YES ☐ NO
☐ Other (describe) _____

- | | | |
|--------------------------------------|----|---|
| ☒ YES | NO | 1. Does the applicant understand that they must purchase cigarettes only from manufacturers, distributors or jobbers who hold a permit with the Wisconsin Department of Revenue? |
| ☒ YES | NO | 2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435.) |
| ☒ YES | NO | 3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner? |
| ☒ YES | NO | 4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health and Family Services? (SmokeCheck.org) |
| ☒ YES | NO | 5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products to minors? |
| ☒ YES | NO | 6. Does the applicant understand that they may not sell single cigarettes? |
| ☒ YES | NO | 7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products? |
| ☒ YES | NO | 8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at www.doj.state.wi.us/dls/tobacco/index.html may be sold in Wisconsin? |

Cigarettes / Tobacco will be sold ☒ over counter ☐ through vending machine ☐ both

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. **Applicant agrees to pay the fee of \$100.00 (Williams Bay R-8-21).**

Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

this _____ day of _____, 20 _____

(Clerk / Notary Public)

My commission expires _____

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-77-23**

**A RESOLUTION AUTHORIZING THE PURCHASE OF VILLAGE RADIOS
THROUGH WALWORTH COUNTY**

WHEREAS, the Village of Williams Bay (the “**Village**”) is located in Walworth County; and

WHEREAS, Walworth County has offered to partner with all local governmental bodies located within Walworth County, including the Village of Williams Bay (the “**Village**”); and

WHEREAS, Walworth County has offered to subsidize the purchase of radios for all local governments up to 50% at a maximum cost of \$300,000; and

WHEREAS, on November 21, 2023, the Village of Williams Bay Board of Trustees approved on Consent Agenda the purchase of radios totaling \$222,661.44; and

WHEREAS, the Williams Bay Fire Department requested the purchase of four (4) additional radios; and

WHEREAS, Walworth County Board approved increasing their funding from 40% to 50% with the deadline for the Village to confirm all radio to be purchased by November 22, 2023; and

WHEREAS, on November 15, 2023 the Williams Bay Finance and Personnel Committee recommended approval of the purchases of radios through borrowed funds; and

WHEREAS, the President and Board of Trustees have determined that it is in the best interests of the Village and participate in the County’s joint purchase program for radios and authorizes the Village ordering radios as detailed in the attached Exhibit “Village Radios – Purchased Through Walworth County” for a total Village cost of \$107,044;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLIAMS BAY, COUNTY OF WALWORTH, STATE OF WISCONSIN, as follows:

Section One: **Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Resolution as if fully set forth.

Section Two: **Authorization.** The Village Board hereby authorizes the purchase of radios through Walworth County. The Village President and Village Administrator are each authorized to execute, and the Village Clerk of the Village is authorized to attest, the final Contract and related documents on behalf of the Village.

Section Three: **Effective Date.** This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

VILLAGE RADIOS – PURCHASED THROUGH WALWORTH COUNTY

(Dated November 16, 2023)

Village Radios - Purchased Through Walworth County

Department	Order (last 3 digits)	Cost
Police Department	977	\$38,826
Police Department	978	\$20,308
Police Department	979	\$7,351
Total Cost (100%)		\$66,485
Department Cost (County 50%)		\$33,242

Fire Department	975	\$50,316
Fire Department	976	\$54,518
Fire Department	769	\$22,532
Total Cost (100%)		\$127,365
Department Cost (County 50%)		\$63,683

FD - 4 new radios not previously approved. \$5,632.92 each

Public Works Department	974	\$20,238
Total Cost (100%)		\$20,238
Department Cost (County 50%)		\$10,119

Total Cost (100%)		\$214,087
Total Village Cost (County 50%)		\$107,044

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-70-23**

**A RESOLUTION GRANTING TEMPORARY “CLASS B” FERMENTED MALT BEVERAGE AND
TEMPORARY “CLASS B” WINE LICENSE TO
MACK GLASS COMMUNITY d/b/a WORLDS TALLEST GLASS TREE**

WHEREAS, on November 20, 2023 the Village of Williams Bay Protective Services Committee determined that it is in the best interests of the Village and its residents to recommend approval of the Special Permit Application for Temporary Class “B”/”Class B” Retailers License by Mack Glass Community for World’s Tallest Glass Tree from December 1, 2023 to December 3, 2023; and

WHEREAS, the area for fermented malt beverages and wine will encompass the entirety of the Yerkes Observatory located at 373 W Geneva Street with entry monitored and limited to individuals that are a minimum of 21 years old; and

WHEREAS, that a licensed operator will be on the premises at all times to oversee the serving of alcohol; and

WHEREAS, as mandated by Village Code § 128-6. Liquor or Beer in Public Places. “No person shall carry any open can, bottle or other container of alcohol beverage or drink from the same upon any public walk, street, park or other public place in the Village except where a special permit is granted by the Village Board”; and

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to approve the recommended special permit application.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended application and authorizes the temporary retailers license, therefore.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

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: 9-12-23

☐ Town ☒ Village ☐ City of Williams Bay

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. Stats.

at the premises described below during a special event beginning Dec 1, 23 and ending Dec 17, 23 and agrees to comply with all laws, resolutions, 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 or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Mack Glass Community DBA World's Tallest Glass Tree

(b) Address P.O. Box 201 Williams Bay WI
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 1/2021

(d) If corporation, give date of incorporation Jan 2021

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Jason Mack

Vice President Rob Elliott

Secretary Carol Timms

Treasurer _____

(g) Name and address of manager or person in charge of affair: Rob Elliott W4417 Laurel St Lake Geneva WI 53147

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Yerkes Observatory 373 W Geneva St.

(b) Lot _____ Block _____

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

(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: exterior grounds and tent.

3. Name of Event

(a) List name of the event World's Tallest Glass Tree

(b) Dates of event Dec 1, 2, 3, 8, 9, 10, 15, 16, 17

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] Mack Glass Community
(Signature / Date) (Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Additional Information

May be Granted and Issued only to (secs. 125.26(6), and 125.51(10), Wis. Stats.):

- (1) Bona fide clubs.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
- (4) Posts of veterans organizations.
- (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (secs. 125.26(1) and 125.51(10), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:
Class "B" (Beer):
 - a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (sec. 125.04(3)(f), Wis. Stats.)
 - b. At least 15 days prior to the granting of the license for events lasting 4 or more days."Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.
- (4) Seller's Permit: (sec. 77.54 (7m), Wis. Stats.), provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required. (sec. 125.04(3)(g), Wis. Stats.)

Fee: Determined by the municipality, but may not exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.) (secs. 125.26(6) and 125.51(10), Wis. Stats.)

Duration: The day, or consecutive days, that the specified event is in progress. A municipality may issue up to 20 licenses to the same licensee for a single event, if each license is issued for the same date and time. (sec. 125.51(10)(b), Wis. Stats.)

Restrictions:

- (1) License may not be issued to individuals. (secs. 125.02 (14), 125.26(6), 125.51(10), Wis. Stats.)
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. (secs. 125.26(6) and 125.51(10), Wis. Stats.)
- (3) License may cover either a specified area or the entire picnic grounds. (secs. 125.26(6) and 125.51(10), Wis. Stats.)
- (4) License issued to a county or district fair must cover the entire fairgrounds (secs. 125.26(6) and 125.51(10), Wis. Stats.)
- (5) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (sec. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (6) Licensed operator(s) must be present at all times (secs. 125.17, 125.26(6), 125.32(2) - Beer; 125.17, 125.51(10), 125.68(2) - Wine; Wis. Stats.)
- (7) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (sec. 125.32(6), Wis. Stats.)
- (8) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society, chamber of commerce or similar civic or trade organization or veterans' post in any 12 month period. A municipality may issue up to 20 wine licenses to the same licensee if: 1) each license is issued for the same date and times, 2) the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, 3) an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol beverages at the event, and 4) within the immediately preceding 12-month period, the municipality has issued these multiple licenses for fewer than 2 events. In addition, each event for which multiple licenses are issued shall count as one license toward the 2-license limit. (sec. 125.51(10), Wis. Stats.)
- (9) Licensed organizations must purchase their alcohol beverages only from permitted Wisconsin wholesalers, breweries and brewpubs. (secs. 125.33(6), and 125.69(6), Wis. Stats.)

(262) 245-2700

Oct 9, 2023

LICENSES AND PERMITS - TEMPORARY RETAILERS	10.00
LICENSE	
100-43001 LIQUOR/BEER LICENSE	

CASH	10.00
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Total Applied:	10.00
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10/09/2023 12:30 PM

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-71-23**

**A RESOLUTION GRANTING TEMPORARY “CLASS B” FERMENTED MALT BEVERAGE AND
TEMPORARY “CLASS B” WINE LICENSE TO
MACK GLASS COMMUNITY d/b/a WORLDS TALLEST GLASS TREE**

WHEREAS, on November 20, 2023 the Village of Williams Bay Protective Services Committee determined that it is in the best interests of the Village and its residents to recommend approval of the Special Permit Application for Temporary Class “B”/”Class B” Retailers License by Mack Glass Community for World’s Tallest Glass Tree from December 8, 2023 to December 10, 2023; and

WHEREAS, the area for fermented malt beverages and wine will encompass the entirety of the Yerkes Observatory located at 373 W Geneva Street with entry monitored and limited to individuals that are a minimum of 21 years old; and

WHEREAS, that a licensed operator will be on the premises at all times to oversee the serving of alcohol; and

WHEREAS, as mandated by Village Code § 128-6. Liquor or Beer in Public Places. “No person shall carry any open can, bottle or other container of alcohol beverage or drink from the same upon any public walk, street, park or other public place in the Village except where a special permit is granted by the Village Board”; and

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to approve the recommended special permit application.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended application and authorizes the temporary retailers license, therefore.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

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: 10-19-23

☐ Town ☒ Village ☐ City of Williams Bay

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. Stats.

at the premises described below during a special event beginning Dec 1 and ending Dec 17 and agrees to comply with all laws, resolutions, 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
☐ Chamber of Commerce or similar Civic or Trade Organization
☐ Veteran's Organization ☐ Fair Association

(a) Name Mack Glass Community

(b) Address 606 West Columbus Champaign IL
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 12-2001

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Jason Mack

Vice President Rob Elliott

Secretary Casol Timms

Treasurer _____

(g) Name and address of manager or person in charge of affair: Rob Elliott

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 373 Geneva St

(b) Lot _____ Block _____

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

(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: outdoor tent

3. Name of Event

(a) List name of the event World's Tallest Glass Tree

(b) Dates of event Dec 1, 2, 3, 8, 9, 10, 15, 16, 17

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] 10-19-23 Officer Mack Glass Community
(Signature/date) (Name of Organization)

Officer _____ Officer _____
(Signature/date) (Signature/date)

Date Filed with Clerk _____ Date Reported to Council or Board _____

Date Granted by Council _____ License No. _____

Additional Information

May be Granted and Issued only to:

- (1) Bona fide clubs.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
- (4) Posts of veterans organizations.
- (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:
 - Class "B" (Beer):
 - a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
 - b. At least 15 days prior to the granting of the license for events lasting 4 or more days.
 - "Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.
- (4) Seller's Permit: Sec. 77.54 (7m), Wis. Stats., provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required.

Fee: Determined by the municipality, but may not exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

Duration: The day, or consecutive days, that the specified event is in progress. A municipality may issue up to 20 licenses to the same licensee for a single event, if each license is issued for the same date and time.

Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society, chamber of commerce or similar civic or trade organization or veterans' post in any 12 month period. A municipality may issue up to 20 wine licenses to the same licensee if: 1) each license is issued for the same date and times, 2) the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, 3) an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol beverages at the event, and 4) within the immediately preceding 12-month period, the municipality has issued these multiple licenses for fewer than 2 events. In addition, each event for which multiple licenses are issued shall count as one license toward the 2-license limit.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

NOTE: Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.



Village of Williams Bay
250 Williams Street | P.O. Box 580
Williams Bay, WI 53191
(262) 245-2700

XBP Confirmation Number: **156548524**

▶ Transaction detail for payment to Village of Williams Bay.		Date: 10/19/2023 - 10:26:45 AM MT	
Transaction Number: 206434597			
Cash			
Status: Successful			
Account #	Item	Quantity	Item Amount
Mack Glass	LiquorBeer License Mack Glass	2	\$10.00

TOTAL: \$20.00

Billing Information
Mack Glass
, 53191

Transaction taken by: Admin TKolls

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-72-23**

**A RESOLUTION GRANTING TEMPORARY “CLASS B” FERMENTED MALT BEVERAGE AND
TEMPORARY “CLASS B” WINE LICENSE TO
WILLIAMS BAY CIVIC LEAGUE**

WHEREAS, on November 20, 2023 the Village of Williams Bay Protective Services Committee determined that it is in the best interests of the Village and its residents to recommend approval of the Special Permit Application for Temporary Class “B”/“Class B” Retailers License by Williams Bay Civic League for World’s Tallest Glass Tree from December 15, 2023 to December 17, 2023; and

WHEREAS, the area for fermented malt beverages and wine will encompass the entirety of the Yerkes Observatory located at 373 W Geneva Street with entry monitored and limited to individuals that are a minimum of 21 years old; and

WHEREAS, that a licensed operator will be on the premises at all times to oversee the serving of alcohol; and

WHEREAS, as mandated by Village Code § 128-6. Liquor or Beer in Public Places. “No person shall carry any open can, bottle or other container of alcohol beverage or drink from the same upon any public walk, street, park or other public place in the Village except where a special permit is granted by the Village Board”; and

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to approve the recommended special permit application.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended application and authorizes the temporary retailers license, therefore.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

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: 11-16-23

☐ Town ☒ Village ☐ City of Williams Bay 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. Stats.

at the premises described below during a special event beginning Dec 15 2023 and ending Dec 17 2023 and agrees to comply with all laws, resolutions, 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

☐ Chamber of Commerce or similar Civic or Trade Organization

☐ Veteran's Organization ☐ Fair Association

(a) Name W.B. Civic League

(b) Address Box 373, Williams Bay, WI
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 1948

(d) If corporation, give date of incorporation 1948

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Mary Wynn

Vice President Rita Pilarski

Secretary Pat Grasso

Treasurer Shari Knight

(g) Name and address of manager or person in charge of affair:

Robert Elliott Worlds Tallest Glass Tree PO Box 201 WB 53191

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 373 W Geneva St

(b) Lot _____ Block _____

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

(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: _____

3. Name of Event

(a) List name of the event Worlds Tallest Glass Tree

(b) Dates of event Dec 1-3 8-10 15-17

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.

W.B. Civic League
(Name of Organization)

Officer Mary Wynn
(Signature/date)

Officer _____
(Signature/date)

Officer Rita Pilarski
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Additional Information

May be Granted and Issued only to:

- (1) Bona fide clubs.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
- (4) Posts of veterans organizations.
- (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:

Class "B" (Beer):

- a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
- b. At least 15 days prior to the granting of the license for events lasting 4 or more days.

"Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.

- (4) Seller's Permit: Sec. 77.54 (7m), Wis. Stats., provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required.

Fee: Determined by the municipality, but may not exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

Duration: The day, or consecutive days, that the specified event is in progress. A municipality may issue up to 20 licenses to the same licensee for a single event, if each license is issued for the same date and time.

Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society, chamber of commerce or similar civic or trade organization or veterans' post in any 12 month period. A municipality may issue up to 20 wine licenses to the same licensee if: 1) each license is issued for the same date and times, 2) the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, 3) an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol beverages at the event, and 4) within the immediately preceding 12-month period, the municipality has issued these multiple licenses for fewer than 2 events. In addition, each event for which multiple licenses are issued shall count as one license toward the 2-license limit.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

NOTE: Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.



EDGEWATER PARK USE AND POLICY CONTRACT

The Village of Williams Bay will allow use of the park, shelter building, some park equipment, electricity, water and sewer, natural gas and waiver of alcoholic beverage license fees.

IN RETURN THE UNDERSIGNED AGREES TO THE FOLLOWING:

- 1) You must specify, in writing, your purpose for using the park with date and time requested and documentation for the event a minimum of four (4) weeks prior to the event.
- 2) Organizations requesting the park must be non-profit, civic-minded Williams Bay based groups or have a constituency composed primarily of Williams Bay residents. Organization must also possess liability and worker's compensation insurance as required by the Village Board for your particular event.
- 3) A Five Hundred Dollar (\$500.00) refundable deposit shall accompany this signed contract to assure compliance with the following rules governing use of the park.
- 4) Organization using the Park agrees to repair or replace any items broken, stolen or lost, such as mops, brooms or cleaning equipment; lights or bathroom fixtures, lawn turf, etc., during the time the Park is used.
- 5) Organization using the Park must keep the park clean and orderly during your event, including allowing others to freely access the park and the bathrooms. Also, agrees to pick up litter as it accumulates and clean rest rooms during the time of your event. All clean up must be performed by 10:00 AM of the day following the event unless specifically changed by the Village Administrator.
- 7) Organization must supply chairs, garbage receptacles and dumpster and must be responsible for removing trash and garbage at close of event and to leave that portion of the park in a clean manner. All park tables shall be returned to their original placement in the park.
- 8) These rules apply to beer and/or wine sales. Beer and/or Wine requests must be submitted to the Village Clerk a minimum of four (4) weeks prior to the event.
 - a) Use of alcoholic beverages on village property is prohibited. However, when fermented malt beverages and/or wine are to be sold and/or served at any event authorized by the village board, a valid license shall be obtained and the provisions of village ordinance Chapter 8.01 shall be in full compliance. The license must be held by the person who filed the original application and shall be presented to any law enforcement officer upon request. Prior to the issuance of a license, the applicant must attend a pre-event informational meeting to be held prior to the Village Board meeting preceding this event with the Chief of Police and the Director of Public Works. This meeting is required as specific requirements are to be met for license approval that will be outlined and reviewed.
 - b) It is expected that an organization issued such a license will post in one or more conspicuous locations, including sales outlet, signs disclosing that no fermented malt beverages or wine will be served to any underage person or any person without adequate age identification.
 - c) A fence is to be installed around the licensed premises to control ingress and egress with designated personnel posted at the entrance for the purpose of checking age identification.
 - d) No underage person is allowed to assist in the sale of beer and/or wine, nor are they allowed to loiter in the area of beer/wine sales.
 - e) There shall be one point of sale only. Licensee shall comply with regulations specified in Wisconsin Statutes for Class "B" licenses.
 - f) A list of those serving alcoholic beverages at this event must accompany this contract.



Page 2 EDGEWATER PARK USE AND POLICY CONTRACT

9) All group members must be informed and agree to abide by these rules prior to the occurrence of the event.

10) Any organization requesting use of the kitchen must contact the Lions Club at nelsonbruce@aol.com to arrange for inspection of equipment available for use.

After approval of a park request has been granted, the Village Board, Village Administrator, Chief of Police, or Public Works Director may revoke same if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, administrative or clerical error or likelihood of a breach of the peace.

The applicant agrees by signing this Park Application that the security deposit, when required, shall be held by the Village of Williams Bay, and may be applied to property damage to the premises resulting during the time of the activity or may be forfeited as a result of police action required at the activity. The Village may also seek further action to recover damages to the occupied premises. The applicant agrees not to use the premises for any unlawful activity including those posted in the parks, and also agrees to abide by park rules, regulations and ordinances of the Village of Williams Bay.

The applicant agrees to indemnify the Village and hold it harmless for all expenses, liability and claims of any kind arising out of harm to or activities of attendees to the event. For certain events, the Village may require the applicant to file evidence of insurance in force or other evidence of adequate financial responsibility. The Village may also require the applicant to provide trained security personnel at the event.

Indemnification:

Prior to approving any application for reserved use of any village facility, the village may require the applicant to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, protecting third parties as may be injured or damaged and naming the Village of Williams Bay as an additional insured, in any amount depending upon the likelihood of injury or damage as a direct and proximate result of the reserved use sufficient to indemnify the Village and such third parties as may be injured or damaged thereby, caused by the applicant, its agents or participants.

General Information

Name: Leticia Green Organization: WBBA/Discover Williams Bay

Address: 104 N. Walnut Ave. W.B.

Phone: 262-729-4505 Email: leticia.green.beautyartist@gmail.com

Title of Event: Farmers Market

Date(s) requested: 05-23-09-3 2024 Is event open to public? (circle one) **YES** **NO**

Summary of Event including the approximate number of attendees:

Farmers market every Friday from Memorial to Labor Day
Daily attendees 200 people

Contact Information (if different than above)

Name: Leticia Green Organization: WBBA

Address: 104 N. Walnut Ave. W.B.



Page 3 EDGEWATER PARK USE AND POLICY CONTRACT

Phone: 262.729.6505 Email: lelvia.green.beautyartist@gmail.com



**STATEMENT CONCERNING LIABILITY AND WORKER'S COMPENSATION INSURANCE FOR USE OF
EDGEWATER PARK**

We hereby acknowledge and confirm that the undersigned non-profit group or organization, together with all of its members, are not acting or serving in the service of the Village of Williams Bay in any respect in connection with the use we are about to make of or event we are about to hold in Edgewater Park. Our organization, including all members thereof, is not acting under any contract of hire, express or implied with the Village of Williams Bay nor is our organization, or any members thereof serving the Village of Williams Bay as an independent contractor. Our organization, including all members thereof, will not employ any other persons or firms in connection with the use we are about to make of or event we are about to hold in Edgewater Park as our use or event will be run using our membership or immediate family members of our membership only. This statement is made to clarify and confirm that our organization, including all members thereof, is not subject to Worker's Compensation coverage of the Village of Williams Bay.

We further acknowledge and confirm that the undersigned non-profit group or organization has liability insurance coverage of at least \$1,000,000 (one million dollars) and liquor liability insurance coverage (if applicable) in the same amount of coverage provided to it by its parent organization as set forth below that does provide liability insurance coverage to our local group or organization for the use or event about to take place under our exclusive control in Edgewater Park. We acknowledge that we are responsible, and all of our members and our member's immediate family who may also be participating in our event, for the safe and careful conduct of our event. As an express condition of our event therein under our exclusive use and control we do hereby agree to indemnify the Village of Williams Bay and all of its officials, agents and employees against all liability or loss that the Village of Williams Bay may sustain as a result of claims, demands, costs or judgments arising from the use or event we are about to hold in Edgewater Park.

DATED this 29 day of September, 2023

Group or organization WBBA / Discover Williams Bay

Our liability insurance provided by: West Bend Mutual

(a certificate of insurance is attached hereto naming the Village of Williams Bay as an additional named insured)

Signed by: [Signature]
President or other authorized signatory

VILLAGE USE ONLY

Date application received: _____ Received by: _____

All documentation attached? yes/no

Date and time of pre-event informational meeting: _____

Committee approval? yes/no Date: _____

Village Board approval? yes/no Date: _____

Comments:

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-67-23**

**A RESOLUTION APPROVING EDGEWATER PARK USE AND POLICY CONTRACT
(WBBA/Discover Williams Bay Farmers Market)**

WHEREAS, on November 6, 2023, the Village of Williams Bay Parks and Lakefront Committee determined that it is in the best interests of the Village and its residents to authorize approval of the attached Edgewater Park Use and Policy Contract:

(1.) WBBA/Discover Williams Bay Farmers Market Every Friday from May 23, 2024 through September 3, 2024

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to approve the recommended Edgewater Park Use and Policy Contract.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, upon recommendation by the Parks and Lakefront Committee, do hereby ordain approval of this Edgewood Park Use and Policy Contract:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended Use and Policy Contract and authorizes the event, therefore.

Approved by the Village Board of the Village of Williams Bay this XXth day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

ORDINANCE #2023-13
AN ORDINANCE AMENDING SECTION 80-1 OF THE CODE OF ORDINANCES
OF THE VILLAGE OF WILLIAMS BAY REGARDING VILLAGE TREASURER TERM
(Appointed Term Increase From 1 Year to 3 Years)

WHEREAS, Section 80-1 of the Code of Ordinances of the Village of Williams Bay currently stipulates the term of Appointed Officials for the Village of Williams Bay; and

WHEREAS, the Village seeks to increase the Village Treasurer appointment term from one (1) year to three (3) years; and

WHEREAS, the Village Building, Zoning & Ordinance Committee has determined that increasing the appointment term of the Village Treasurer to three (3) years is in the Village's best interests for recruiting and retaining qualified Village Treasurer's.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do hereby ordain as follows:

SECTION I. Section 80-1 of the Code of Ordinances of the Village of Williams Bay is hereby amended to read as follows:

§80-1 Appointed Officials.

The following officials shall be appointed by the Village President and confirmed by the Village Board for terms of one year commencing on May 1 in the year of appointment, unless otherwise noted:

A. Village Attorney.

B. Village Engineer.

C. Clerk.

D. Treasurer. (1) Appointment. The Treasurer shall be appointed by the Village President and confirmed by the Village Board for a term of three (3) years commencing on the day and year of appointment. Should the Village President decline to reappoint an incumbent Treasurer, the Village Board may reappoint the incumbent Treasurer to that office.

E. Assessor.

(1) Confidentiality of information about income and expenses provided to Assessor. Whenever the Assessor, in the performance of the Assessor's duties, requests or obtains income and expense information pursuant to § 70.47(7)(af), Wis. Stats., or any successor statute thereto, such income and expense information that is provided to the Assessor shall be held by the Assessor on a confidential basis, except, however, that the information may be revealed to and used by persons in the discharging of duties imposed by law; in the discharge of duties imposed by office (including, but not limited to, use by the Assessor in the performance of official duties of the Assessor's office and use by the Board of Review in the performance of its official duties); or pursuant to order of a court. Income and expense information provided to the Assessor under § 70.47(7)(af), unless a court determines that it is inaccurate, is per § 70.47(7)(af), not subject to the right of inspection and copying under § 19.35(1), Wis. Stats.

F. Weed and Tree Commissioner.

G. Civil Defense Commissioner.

H. Building Inspector.

[Amended 4-16-2018 by Ord. No. 2018-4]

I. Auditor.

J. Zoning Administrator.[1][Amended 4-16-2018 by Ord. No. 2018-4]

[1] Editor's Note: Original § 1.04(2), regarding Clerk-Treasurer, of the 2011 Code, which immediately followed this subsection, was repealed at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

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

Approved by the Village Board of the Village of Williams Bay this _____ day of _____, 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

First Reading: _____
Second Reading: _____
Date Adopted: _____
Date Published: _____

DRAFT

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-75-23**

**A RESOLUTION RE:
ANNUAL APPROVAL OF THE WILLIAMS BAY CHILD SAFETY ZONE MAP**

WHEREAS, pursuant to Chapter 299 – Sex Offenders of the Williams Bay Village Code (“**Chapter 299**”), The Village Clerk's office shall maintain an official map showing the child safety zones within the Village (“**Child Safety Zone Map**”); and

WHEREAS, pursuant to Chapter 299, the Village Clerk's office shall update the Child Safety Zone Map at least annually to reflect any changes in the location of child safety zones; and

WHEREAS, on November 6, 2023 the Building, Zoning & Ordinance Committee reviewed and recommended approval of the attached Child Safety Zone Map dated November 6, 2023; and

WHEREAS, the Village Board desires to approve the Child Safety Zone Map, as recommended for approval by the Protective Services Committee as set forth herein;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN, AS FOLLOWS:

Section 1: Recitals. The recitals set forth above are incorporated as a part of this Resolution by this reference.

Section 2: Annual Approval of Child Safety Zone Map. The Village Board hereby approves the Williams Bay Child Safety Zone Map, dated November 6, 2023 and attached to this Resolution as Exhibit A, which Child Safety Zone Map is to be displayed in the office of the Village Clerk.

Section 3: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

WILLIAMS BAY CHILD SAFETY ZONE MAP

(Dated November 11-06-2023)

Walworth County, WI

BAXTER & WOODMAN
Consulting Engineers
Page 258 of 267



North Walnut St

EDGEWATER PARK USE AND POLICY CONTRACT

The Village of Williams Bay will allow use of the park, shelter building, some park equipment, electricity, water and sewer, natural gas and waiver of alcoholic beverage license fees.

IN RETURN THE UNDERSIGNED AGREES TO THE FOLLOWING:

1) You must specify, in writing, your purpose for using the park with date and time requested and documentation for the event a minimum of four (4) weeks prior to the event.

2) Organizations requesting the park must be non-profit, civic-minded Williams Bay based groups or have a constituency composed primarily of Williams Bay residents. Organization must also possess liability and worker's compensation insurance as required by the Village Board for your particular event.

3) A Five Hundred Dollar (\$500.00) refundable deposit shall accompany this signed contract to assure compliance with the following rules governing use of the park.

4) Organization using the Park agrees to repair or replace any items broken, stolen or lost, such as mops, brooms or cleaning equipment; lights or bathroom fixtures, lawn turf, etc., during the time the Park is used.

5) Organization using the Park must keep the park clean and orderly during your event, including allowing others to freely access the park and the bathrooms. Also, agrees to pick up litter as it accumulates and clean rest rooms during the time of your event. All clean up must be performed by 10:00 AM of the day following the event unless specifically changed by the Village Administrator.

7) Organization must supply chairs, garbage receptacles and dumpster and must be responsible for removing trash and garbage at close of event and to leave that portion of the park in a clean manner. All park tables shall be returned to their original placement in the park.

8) These rules apply to beer and/or wine sales. Beer and/or Wine requests must be submitted to the Village Clerk a minimum of four (4) weeks prior to the event.

- a) Use of alcoholic beverages on village property is prohibited. However, when fermented malt beverages and/or wine are to be sold and/or served at any event authorized by the village board, a valid license shall be obtained and the provisions of village ordinance Chapter 8.01 shall be in full compliance. The license must be held by the person who filed the original application and shall be presented to any law enforcement officer upon request. Prior to the issuance of a license, the applicant must attend a pre-event informational meeting to be held prior to the Village Board meeting preceding this event with the Chief of Police and the Director of Public Works. This meeting is required as specific requirements are to be met for license approval that will be outlined and reviewed.
- b) It is expected that an organization issued such a license will post in one or more conspicuous locations, including sales outlet, signs disclosing that no fermented malt beverages or wine will be served to any underage person or any person without adequate age identification.
- c) A fence is to be installed around the licensed premises to control ingress and egress with designated personnel posted at the entrance for the purpose of checking age identification.
- d) No underage person is allowed to assist in the sale of beer and/or wine, nor are they allowed to loiter in the area of beer/wine sales.
- e) There shall be one point of sale only. Licensee shall comply with regulations specified in Wisconsin Statutes for Class "B" licenses.
- f) A list of those serving alcoholic beverages at this event must accompany this contract.



Page 2 EDGEWATER PARK USE AND POLICY CONTRACT

9) All group members must be informed and agree to abide by these rules prior to the occurrence of the event.

10) Any organization requesting use of the kitchen must contact the Lions Club at nelsonbruce@aol.com to arrange for inspection of equipment available for use.

After approval of a park request has been granted, the Village Board, Village Administrator, Chief of Police, or Public Works Director may revoke same if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, administrative or clerical error or likelihood of a breach of the peace.

The applicant agrees by signing this Park Application that the security deposit, when required, shall be held by the Village of Williams Bay, and may be applied to property damage to the premises resulting during the time of the activity or may be forfeited as a result of police action required at the activity. The Village may also seek further action to recover damages to the occupied premises. The applicant agrees not to use the premises for any unlawful activity including those posted in the parks, and also agrees to abide by park rules, regulations and ordinances of the Village of Williams Bay.

The applicant agrees to indemnify the Village and hold it harmless for all expenses, liability and claims of any kind arising out of harm to or activities of attendees to the event. For certain events, the Village may require the applicant to file evidence of insurance in force or other evidence of adequate financial responsibility. The Village may also require the applicant to provide trained security personnel at the event.

Indemnification:

Prior to approving any application for reserved use of any village facility, the village may require the applicant to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, protecting third parties as may be injured or damaged and naming the Village of Williams Bay as an additional insured, in any amount depending upon the likelihood of injury or damage as a direct and proximate result of the reserved use sufficient to indemnify the Village and such third parties as may be injured or damaged thereby, caused by the applicant, its agents or participants.

General Information

Name: Leticia Green Organization: WBBA / Discover Williams Bay
Address: 104 N. Walworth Ave Williams Bay WI 53191
Phone: 262-729-6505 Email: leticia.green.beautyartist@gmail.com
Title of Event: Oino de Mayo
Date(s) requested: May 4th 2024 Is event open to public? (circle one) **YES** **NO**

Summary of Event including the approximate number of attendees:

A culture event for families to celebrate
a Mexican holiday, there will be childrens
activities. Non alcohol event
close street from 11AM-6PM 200 attendees

Contact Information (if different than above)

Name: Leticia Green Organization: WBBA / Discover Williams Bay
Address: 104 N. Walworth Ave. W.B.



Page 3 EDGEWATER PARK USE AND POLICY CONTRACT

Phone: 262.729.0505 Email: leticiagreen.heartartist@gmail.com



STATEMENT CONCERNING LIABILITY AND WORKER'S COMPENSATION INSURANCE FOR USE OF
EDGEWATER PARK N. Walnut St.

We hereby acknowledge and confirm that the undersigned non-profit group or organization, together with all of its members, are not acting or serving in the service of the Village of Williams Bay in any respect in connection with the use we are about to make of or event we are about to hold in Edgewater Park. Our organization, including all members thereof, is not acting under any contract of hire, express or implied with the Village of Williams Bay nor is our organization, or any members thereof serving the Village of Williams Bay as an independent contractor. Our organization, including all members thereof, will not employ any other persons or firms in connection with the use we are about to make of or event we are about to hold in Edgewater Park as our use or event will be run using our membership or immediate family members of our membership only. This statement is made to clarify and confirm that our organization, including all members thereof, is not subject to Worker's Compensation coverage of the Village of Williams Bay.

We further acknowledge and confirm that the undersigned non-profit group or organization has liability insurance coverage of at least \$1,000,000 (one million dollars) and liquor liability insurance coverage (if applicable) in the same amount of coverage provided to it by its parent organization as set forth below that does provide liability insurance coverage to our local group or organization for the use or event about to take place under our exclusive control in Edgewater Park. We acknowledge that we are responsible, and all of our members and our member's immediate family who may also be participating in our event, for the safe and careful conduct of our event. As an express condition of our event therein under our exclusive use and control we do hereby agree to indemnify the Village of Williams Bay and all of its officials, agents and employees against all liability or loss that the Village of Williams Bay may sustain as a result of claims, demands, costs or judgments arising from the use or event we are about to hold in Edgewater Park.

DATED this 21 day of September, 2023

Group or organization WBAA / Discover Williams Bay

Our liability insurance provided by: West Bend Mutual
(a certificate of insurance is attached hereto naming the Village of Williams Bay as an additional named insured)

Signed by: [Signature]
President or other authorized signatory

VILLAGE USE ONLY

Date application received: _____ Received by: _____

All documentation attached? yes/no

Date and time of pre-event informational meeting: _____

Committee approval? yes/no Date: _____

Village Board approval? yes/no Date: _____

Comments:

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-65-23**

**A RESOLUTION APPROVING THE REQUEST FOR THE CLOSURE OF WALWORTH AVE
FROM GENEVA TO CHERRY STREET FOR THE CINCO DE MAYO EVENT MAY 4, 2024**

WHEREAS, on November 6, 2023, the Village of Williams Bay Streets & Highways Committee determined that it is in the best interests of the Village and its residents to authorize approval of the Request for the closure of Walworth Ave to vehicular traffic from Geneva to Cherry streets for the Cinco De Mayo Event to be held May 4, 2024:

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to approve the recommended request for the closure of Walworth to vehicular traffic from Geneva to Cherry streets for the Cinco De Mayo Event to be held May 4, 2024.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, upon recommendation by the Streets & Highways Committee, do hereby ordain approval of this request for the closure of Walworth Ave to vehicular traffic from Geneva to Cherry Streets for the Cinco De Mayo Event to be held May 4, 2024:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended Application and authorizes the event, therefore.

Approved by the Village Board of the Village of Williams Bay this ____ day of ____ 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk

DRAFT

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-80-23**

**A RESOLUTION AUTHORIZING PUBLIC ADMINISTRATION ASSOCIATES (PAA) PROPOSAL
FOR SHARED PUBLIC SAFETY FACILITY WITH THE VILLAGE OF FONTANA**

WHEREAS, the Village of Fontana Village Board approved the enclosed September 8, 2023 proposal from Public Administration Associates (PAA) ("**Proposal**") for Option #1 – "Fontana-only Public Safety Facility" at the cost of \$23,500; and

WHEREAS, the Village of Fontana currently provides Emergency Medical Services (EMS) through their combined EMS and Fire Department for the Village of Williams Bay; and

WHEREAS, the Proposal includes Option #2 "Adding Williams Bay Fire into a Public Safety Facility" for the total cost of \$35,400 (\$11,500 increase); and

WHEREAS, on November 20, 2023, the Village of Williams Village Board, has determined that it is in the best interests of the Village and its residents to participate in the public safety facility study and authorizes Proposal Option #2.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the recommended work order, therefore.

Approved by the Village Board of the Village of Williams Bay this 20th day of November 2023.

VILLAGE OF WILLIAMS BAY

By: _____
William Duncan, President

Attest: _____
Tina Kolls, Clerk



Public Administration Associates, LLC

September 8, 2023

Theresa Loomer
Administrator
Village of Fontana

Via Email

Re: PAA proposal for study

Dear Theresa:

Thanks for the opportunity to submit our proposal for the Village's consideration as an initial step in building a new public safety facility. As we understand it, the Village is in need of replacing its current fire and police station. In our experience there are really two different ways to approach this task; the first is simply to hire an architect who has experience in designing public safety facilities. They would review your current facility, provide a GIS analysis of call data and suggest station locations. They would then meet with your departments to conduct a space needs analysis and prepare a conceptual design and cost estimates. In terms of sizing the new facility, an architect will rely on the conclusions of your departments as to whether they are "right-sized" today and what they will look like in the future. The second option would be to retain our firm first to prepare a report that would be shared with an architect when it is complete. What we would do is to take a much deeper dive into your current fire/EMS and police operations and make evidence-based recommendations regarding current staffing as well as vehicles/apparatus maintained by the respective departments. We would also make predictions regarding future staffing and vehicle/apparatus needs over a 25-year period using the same evidence-based approach. PAA's report could then be shared with an architect of your choice.

I would stress one point; this is not an adversarial process with your departments. They undoubtedly have a vision for future growth. We simply provide a "second set of eyes" and a methodology that that they may or may not have considered. This is a service that an architect or engineering firm typically does not provide. Given the millions of dollars that will be invested in a new facility, spending this extra time and money makes it more likely that the building will be correctly sized for the future. If residents are being asked to approve a referendum it demonstrates to them that the Village has performed its "due diligence." Finally, our analysis of your current operations may provide ideas to the Village and the departments that will enhance service delivery. We would encourage you to contact two of our Walworth County clients; Lake Geneva and the Town of Linn to gain their insight on whether our services can provide value to you.

On behalf of Public Administration Associates (PAA) I would make the following proposal:

Option 1. Fontana-only public safety facility. PAA would provide a comprehensive report regarding both your police and fire departments to determine whether the current model and level of staffing as well as fleet/apparatus are adequate to meet service demand. In reaching our conclusions

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we would review a number of factors including, but not limited to community demographics and an analysis of calls for service and response times. Industry standards (ISO and NFPA) would be utilized as well as the expectations of Village leaders in determining whether the current model is meeting service demand. Based on that data and benchmarks we would make recommendations regarding the future staffing model and fleet composition of your fire and police departments with the aim of ensuring that any new public safety building is adequately sized for the next 25 years. We would perform a GIS analysis of up to four different potential station locations in the Village of Fontana. Given that PAA would be able to begin our portion of the project in mid-October. We would be able to furnish projected staffing numbers to an architect by mid-December and complete our report by mid-February. **PAA's cost for this report is: \$23,500**

Option 2. Adding Williams Bay Fire into a public safety facility. Here we would utilize the same methodology described in Option 1 to analyze Fontana and Williams Bay Fire and EMS. We would provide a GIS analysis for up to five station locations, in and between the two communities. Again, we could commence our work in mid-October. Given the larger scope of the project, however, together with the holidays, it would realistically be late January before we could provide staffing numbers to an architect with an early March deadline for completion of our final report. Note that we would not be addressing Williams Bay police in this study. **Our price for the cost of this report (which would include both Fontana and Williams Bay) is \$35,400.**

In both option 1 and 2, consultant mileage and lodging (if required) would be extra and would be subject to a contract between the Village and PAA. If GIS mapping is required for locations beyond the minimum numbers quoted, we would charge \$125 per hour for the cost of that work. There are many hypothetical solutions regarding station locations, but a limited amount of real estate that is actually available. This is especially true in the case of Geneva Lake communities. Our ideal approach would be to work with stakeholders to identify sites that could *realistically* be acquired before commencing the GIS portion of the project. We are assuming in Option 2 that the communities would want to compare response times of a shared station to locations of potential “stand-alone” facilities.

Thanks for the opportunity to submit this proposal. We will hold our pricing for 45 days.

Sincerely,



David Bretl
Vice President

