



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

NOTICE

JOINT MEETING OF THE VILLAGE BOARD COMMITTEE OF THE WHOLE & COMMITTEES

MONDAY, JULY 7, 2025 AT 6:45 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. Village Board Committee of the Whole

- a. Call to Order
- b. Roll Call
- c. Meeting Decorum. *According to Robert's Rules of Order, meeting decorum means maintaining respectful and orderly behavior during a discussion, including addressing the chair to speak, staying relevant to the topic at hand, avoiding personal attacks, and generally adhering to courteous conduct while debating issues; essentially, ensuring that discussions are focused and civil, with only one person speaking at a time when recognized by the chair. Violators of meeting decorum will be excused from the meeting.*
- d. Joint Village Board Committee of the Whole & Committees Meeting Minutes of June 2, 2025

II. Water & Sewer Committee – Umans, Russell, Bartholomew

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on Replacement of Four (4) Residential Lead Service Lines
- d. Village Engineers Report
- e. Adjourn

III. Streets & Highways Committee – Bartholomew, Vlach, Wright

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on Parks and Lakefront Committee Recommendation to Establish a "No Left Turn" restriction from E. Geneva Street into the Launch Area for Westbound Vehicles on Weekends and Holidays Between Memorial Day and Labor Day Re: Traffic Congestion at Launch.
- d. Adjourn

IV. Protective Services Committee – Vlach, Umans, Franzen

- a. Call to Order
- b. Roll Call
- c. Protective Services Meeting Minutes of June 16, 2025
- d. Discussion and Possible Action on Corn & Brat Fest Liquor Controls
- e. Fontana Emergency Medical (EMS) Monthly Numbers
- f. Village of Fontana Joint Emergency Services Committee Meeting - June 17, 2024 (Informational Report)
- g. Discussion and Possible Action on the Addition of a Full-Time Police Officer in Current Year 2025
- h. Williams Bay Police Chief's Monthly Report
- i. Williams Bay Police Department Monthly Numbers
- j. Adjourn

V. Parks & Lakefront Committee – Russell, Wright, Franzen

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Recommendation on an Edgewater Park Use and Policy Contract for Kishwaukee Nature Conservancy for a Board Picnic & Cookout on July 24, 2025
- d. Discussion and Possible Action on a Request for Crescent Moon to Place a Sign at Williams Bay Beach During Their Yoga On The Beach on Saturdays and Sundays from 7am to 8:15am from Memorial Day to Labor Day
- e. Discussion and Possible Action on Establishing Age and Supervision Requirements at the Williams Bay Beach
- f. Discussion and Possible Action on Lions Club Donation of Shelters for the Village Dog Park(s)
- g. Adjourn

VI. Building, Zoning & Ordinance Committee – Franzen, Vlach, Russell

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on An Ordinance Amending Sections 308-1, 308-5, 308-13 and 308-22 Chapter 308 Section 5 *Management of Lead-acid Batteries, Major Appliances, Waste Oil and Yard Waste and Electronic Waste of the Code of Ordinance of the Village of Williams Bay Regulating Solid Waste and Recycling* for Consistency with The Village's Current Waste Haulers Contract
- d. Discussion and Possible Action on Requiring the Surrender of Liquor Licenses for Inactive Businesses
- e. Discussion and Possible Action on Safety Issues Regarding Chalking on Village Streets
- f. Discussion and Possible Action on Amending Village Codes Re: Scooters and E-Scooters
- g. Adjourn

VII. Finance & Personnel Committee – Wright, Umans, Bartholomew

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on Expenses for the Installation of Stop Sign with Lighting Outline at Liechty St and .
- d. Discussion and Possible Action on Expenses re: Installation of a Crosswalk at the Intersection of E. Geneva Street and Potawatomi Road Including: installation of a pedestrian crosswalk sign at street centerline (removable in Winter); (b) installation of "pedestrian crosswalk ahead" warning signage and

(c) trim back tree branches in Village ROW in coordination with the Condo Association.

- e. Discussion and Possible Action on Underground Easement for Electric and Communication between the Village of Williams Bay and Alliant Energy
- f. Discussion and Possible Action on Amending the 2025 Budget for the Addition of a Full-Time Police Officer in Current Year 2025
- g. Authorization to Dispose of Village Property - Police Department 2014 Squad Car
- h. Discussion and Possible Action on Village Credit Card Authorized Employees
- i. 2023 Audit Management Letter Responses - Draft
- j. Discussion and Possible Action on Village Administrator Annual Goals 2025-26
- k. Monthly Borrowings Status Report
- l. Adjourn

VIII. Village Board Committee of the Whole

- a. Possible Action on Matters Discussed in Committee (Village Board Committee of the Whole)
 - 1. Discussion and Possible Recommendation on an Edgewater Park Use and Policy Contract for Kishwaukee Nature Conservancy for a Board Picnic & Cookout on July 24, 2025
- b. 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: 07/03/2025 5:00 PM



VILLAGE OF WILLIAMS BAY

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Phone: 262-245-2700

UNOFFICIAL MINUTES JOINT MEETING OF THE VILLAGE BOARD COMMITTEE OF THE WHOLE & COMMITTEES

**MONDAY, JUNE 2, 2025 AT 6:45 PM
VILLAGE HALL COUNCIL ROOM
250 WILLIAMS STREET
WILLIAMS BAY, WI 53191**

I. Village Board Committee of the Whole

a. Call to Order

President Jaramillo called the meeting to order at 06:40pm.

b. Roll Call

Present: President Adam Jaramillo, Trustees George Vlach, Lowell Wright, Robert Umans, Steven Russell, Mary Bartholomew, Susan Franzen

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Fire Chief Doug Smith, Fontana Fire Chief Rick Manthy, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Clerk Tina Kolls

- c. Meeting Decorum.** *According to Robert's Rules of Order, meeting decorum means maintaining respectful and orderly behavior during a discussion, including addressing the chair to speak, staying relevant to the topic at hand, avoiding personal attacks, and generally adhering to courteous conduct while debating issues; essentially, ensuring that discussions are focused and civil, with only one person speaking at a time when recognized by the chair. Violators of meeting decorum will be excused from the meeting.*

d. Joint Village Board Committee of the Whole & Committee Meeting Minutes of May 5, 2025

The motion to approve the Joint Village Board Committee of the Whole & Committee Meeting Minutes of May 5, 2025 was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

II. Streets & Highways Committee – Bartholomew, Vlach, Wright

a. Call to Order

Chairman Trustee Bartholomew called the meeting to order at 06:41pm.

b. Roll Call

Present: Trustees Bartholomew, Vlach and Wright

Also Present: President Jaramillo, Trustees Umans, Russell and Franzen, Administrator Lothspeich, Police Chief Timm, Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Clerk Kolls

c. Streets & Highways Committee Meeting Minutes of January 22, 2025

The motion to approve the Streets & Highways Committee Meeting Minutes of January 22, 2025 was initiated by Trustee Bartholomew and seconded by Trustee Vlach. Unanimously carried.

d. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Wright at 06:43pm. Unanimously carried.

III. Water & Sewer Committee – Umans, Russell, Bartholomew

a. Call to Order

Chairman Trustee Umans called the meeting to order at 06:43pm.

b. Roll Call

Present: Trustees Umans, Russell and Bartholomew

Also Present: President Jaramillo, Trustees Wright, Vlach and Franzen, Administrator Lothspeich, Police Chief Timm, Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Clerk Kolls

c. Discussion and Possible Action On Establishing A Water & Sewer Credit Policy

The motion to recommend Village Board approval on Establishing A Water & Sewer Credit Policy was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

d. Discussion and Possible Action on a Memorandum of Understanding (MOU) Between the Village of Williams Bay and Walworth Township Re: Walworth Township Fire Hydrant/Water Use During Emergencies

The motion to recommend Village Board approval of a Memorandum of Understanding (MOU) Between the Village of Williams Bay and Walworth Township Re: Walworth Township Fire Hydrant/Water Use During Emergencies was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

e. Village Engineers Report

Village Engineer Snyder gave the Engineer's Report. The highlights included brief updates on:

- STH 67 Reconstruction East-West Section
- Women's Leadership Center
- Corrosion Control Study - Improvements to Water Plant
- Theatre Road Restroom Remodel
- Water Plant Letter Flood Map Revision (LOMR) Assistance
- Street Rehabilitation Program
- Harris Road Lift Station (LS 3) Replacement
- Well 2 Pump Replacement/Well 3 Pump Replacement
- Preserve Development - Former GW College
- Park Place CSM
- East Geneva Street Canyon Development - Former Levar

f. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Russell at 06:56pm. Unanimously carried.

IV. Parks & Lakefront Committee – Russell, Wright, Franzen

a. Call to Order

Chairman Trustee Russell called the meeting to order at 06:56pm.

b. Roll Call

Present: Trustees Russell, Wright, and Franzen

Also Present: President Jaramillo, Trustees Bartholomew, Umans, and Vlach, Administrator Lothspeich, Police Chief Timm, Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Clerk Kolls

c. Discussion and Possible Action on a Request to Place a 26' Boat in a Boat Slip with a Maximum 25' Boat Length

The motion to recommend Village Board deny the Request to Place a 26' Boat in a Boat Slip with a Maximum 25' Boat

Length was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- d. Discussion and Possible Action on Municipal Business Lease between Village of Williams Bay and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center for Yoga on the Beach

The motion to recommend Village Board approval on the Municipal Business Lease between Village of Williams Bay and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center for Yoga on the Beach was initiated by Trustee Wright and seconded by Trustee Franzen. Unanimously carried.

- e. Discussion and Possible Action on A Policy for Annual Fireworks Show Day of Event Protocol and Authority

The motion to recommend Village Board approval of a Policy for Annual Fireworks Show Day of Event Protocol and Authority was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- f. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Franzen at 07:16pm. Unanimously carried.

V. Protective Services Committee – Vlach, Umans, Franzen

- a. Call to Order

Chairman Trustee Vlach called the meeting to order at 07:16pm.

- b. Roll Call

Present: Trustees Vlach, Umans and Franzen

Also Present: President Jaramillo, Trustees Bartholomew, Russell and Wright, Administrator Lothspeich, Police Chief Timm, Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Clerk Kolls

- c. Protective Service Committee Meeting Minutes

The motion to approve the Protective Service Committee Meeting Minutes of January 30, 2025, February 11, 2025, April 21, 2025 and May 20, 2025 was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

1. January 30, 2025
2. February 11, 2025
3. April 21, 2025
4. May 20, 2025

- d. Discussion and Possible Action on a Memorandum of Understanding (MOU) Between the Village of Williams Bay and Walworth Township Re: Walworth Township Fire Hydrant/Water Use During Emergencies.

The motion to recommend the Finance & Personnel Committee approval of a Memorandum of Understanding (MOU) Between the Village of Williams Bay and Walworth Township Re: Walworth Township Fire Hydrant/Water Use During Emergencies was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

- e. Discussion and Possible Action on Application for Temporary Class "B" Retailer's License for Williams Bay Fire Department for Chicken Roast July 19, 2025

The motion to recommend Village Board approval of a Temporary Class "B" Retailer's License for Williams Bay Fire Department for Chicken Roast July 19, 2025 was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

- f. Discussion and Possible Action on Application for Temporary Class "B" Retailer's License for Williams Bay Cultural Arts Alliance for Fine Art Fest July 26 & 27, 2025

The motion to recommend Village Board approval of a Temporary Class "B" Retailer's License for Williams Bay Cultural Arts Alliance for Fine Art Fest July 26 & 27, 2025 was initiated by Trustee Franzen and seconded by Trustee Umans. Unanimously carried.

- g. Fontana Emergency Medical Services (EMS) Monthly Numbers

The Committee reviewed the Fontana Emergency Medical Services (EMS) Monthly Numbers.

h. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Police Department Monthly Numbers.

i. Williams Bay Chief's Monthly Report

Police Chief Timm gave the Police Chief's Monthly Report. The highlights were:

- The new police squad came in and will be getting up-fitted in the next month and a half.
- The new radios are expected to be up and working on July 1, 2025.
- The Fisharee event was last week and there was great participation.
- The end of the year bash is Thursday, June 5, 2025.

j. Adjourn

The motion to adjourn was initiated by Trustee Franzen and seconded by Trustee Umans at 07:29pm. Unanimously carried.

VI. Building, Zoning & Ordinance Committee – Franzen, Vlach, Russell

a. Call to Order

Chairman Trustee Franzen called the meeting to order at 07:29pm.

b. Roll Call

Present: Trustees Franzen, Vlach and Russell

Also Present: President Jaramillo, Trustees Bartholomew, Umans, and Wright, Administrator Lothspeich, Police Chief Timm, Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Clerk Kolls

c. Discussion and Possible Action on Amending Ordinance 110-5 Village Board Bylaws (D) Amending the Order of Business During Village Board Meetings Re: Moving Public Comment Up On Village Board Agendas Immediately Following Approval of Meeting Minutes

The motion to recommend Village Board approval of Ordinance 110-5 Village Board Bylaws (D) Amending the Order of Business During Village Board Meetings Re: Moving Public Comment Up On Village Board Agendas Immediately Following Approval of Meeting Minutes was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

d. Discussion and Possible Action on An Ordinance Amending the Village Code Chapter 281 Public Waters and Beaches, Article I. General Regulations Establishing Article I. General Regulations Paragraph 281-12. Launch Area Use

The motion to recommend the Village Board approval of an Ordinance Amending the Village Code Chapter 281 Public Waters and Beaches, Article I. General Regulations Establishing Article I. General Regulations Paragraph 281-12. Launch Area Use was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

e. *Informational Purposes Only.* Chair Susan Franzen has scheduled a meeting with the Village Administrator and Zoning Administrator to develop a process and schedule for code maintenance, including establishing a code review schedule, prioritization for review, standards for evaluating codes, and level of community engagement. Please submit requests for code amendments to Chair Susan Franzen.

Trustee Franzen shared that she has scheduled a meeting with the Village Administrator and Zoning Administrator to develop a process and schedule for code maintenance, including establishing a code review schedule, prioritization for review, standards for evaluating codes, and level of community engagement. Trustee Franzen requested that trustees please submit requests for code amendments to her.

f. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Vlach at 07:39pm. Unanimously carried.

VII. Finance & Personnel Committee – Wright, Umans, Bartholomew

a. Call to Order

Chairman Trustee Wright called the meeting to order at 07:39pm.

b. Roll Call

Present: Trustees Wright, Umans, and Bartholomew

Also Present: President Jaramillo, Trustees Vlach, Russell and Franzen, Administrator Lothspeich, Police Chief Timm, Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Clerk Kolls

c. Finance & Personnel Committee Meeting Minutes

The motion to approve the Finance & Personnel Committee Meeting Minutes of February 17, 2025 as presented and February 25, 2025 as corrected was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

1. February 17, 2025

2. February 25, 2025

d. Discussion and Possible Action on Authorizing a Memorandum of Understanding (MOU) Between the Village of Williams Bay and Walworth Township Re: Walworth Township Fire Hydrant/Water Use During Emergencies.

The motion to recommend Village Board approval of a Memorandum of Understanding (MOU) Between the Village of Williams Bay and Walworth Township Re: Walworth Township Fire Hydrant/Water Use During Emergencies was initiated by Trustee Bartholomew and seconded by Trustee Umans. Unanimously carried.

e. Discussion and Possible Action on Authorizing A Memorandum Of Understanding (MOU) Between the Village of Williams Bay and Walworth County for Storm Sirens Upgrades

The motion to recommend Village Board approval of a Memorandum Of Understanding (MOU) Between the Village of Williams Bay and Walworth County for Storm Sirens Upgrades was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

f. Discussion and Possible Action on Amendments to the Village Fee Schedule Re: Boat Launch Fees

The motion to recommend Village Board approval of Amendments to the Village Fee Schedule Re: Boat Launch Fees was initiated by Trustee Bartholomew and seconded by Trustee Umans. Unanimously carried.

g. Discussion and Possible Action on Municipal Business Lease between Village of Williams Bay and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center for Yoga on the Beach

The motion to recommend Village Board approval of a Municipal Business Lease between Village of Williams Bay and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center for Yoga on the Beach was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

h. Discussion and Possible Action on A Banking Services Agreement with First National Bank from June 6, 2025 until June 6, 2027, with the option of extensions thereafter.

The motion to Discussion A Banking Services Agreement with First National Bank from June 6, 2025 until June 6, 2027, with the option of extensions thereafter was initiated by Trustee Bartholomew and seconded by Trustee Wright. Unanimously carried.

The motion to recommend Village Board approval of a Banking Services Agreement with First National Bank from June 6, 2025 until June 6, 2027, with the option of extensions thereafter was initiated by Trustee Wright and seconded by Trustee Bartholomew. Trustee Umans No. Motion carries.

i. Draft 2025 Village Budget Schedule

The Committee reviewed the Draft 2025 Village Board Schedule.

j. *Informational Purposes Only* (Trustees). Village Administrator Lothspeich's Annual Performance Review 2024

The Committee reviewed Village Administrator Lothspeich's Annual Performance Review 2024.

k. Monthly Borrowings Status Report

The Committee reviewed the Monthly Borrowing Status Report.

l. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Bartholomew at 07:54pm. Unanimously carried.

VIII. Village Board Committee of the Whole

a. Possible Action on Matters Discussed in Committee (Village Board Committee of the Whole)

1. Discussion and Possible Action on A Banking Services Agreement with First National Bank from June 6, 2025 until June 6, 2027, with the option of extensions thereafter.

The motion to approve a Banking Services Agreement with First National Bank from June 6, 2025 until June 6, 2027, with the option of extensions thereafter was made by Committee, no second required. Trustee Umans No. Motion carries.

2. Discussion and Possible Action on Municipal Business Lease between Village of Williams Bay and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center for Yoga on the Beach

The motion to approve the Municipal Business Lease between Village of Williams Bay and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center for Yoga on the Beach was made by Committee, no second required. Unanimously carried.

b. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 07:55pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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

VILLAGE OF WILLIAMS BAY
Engineer's Report
July 2, 2025

STH 67 Reconstruction: East – West Section – Project No. 230260

- This is the section between Elkhorn Road and Theatre Road.
- Alliant appears willing to bury the electric lines if the line to the individual home is paid either by the homeowner or Village, which is estimated at \$400,000. Alliant's decision will not occur prior to the upcoming WDOT meeting this summer.
- The WDOT is still in preliminary design and environmental permitting; they note the Operational Planning Meeting will likely be in August of 2025.

Women's Leadership Center – Project Number 222626

- The water main is installed and operational; we will issue a punch list just before they are ready to pave the parking lot and driveway located over water main, which is planned for later in 2025. We will recommend abandonment of the easement over the former water main following approval of the new water main.
- They are currently preparing a submittal for the exterior walkway for Village review.
- They have a fire pump with a smaller capacity acceptable to public works.

Corrosion Control Study – Improvements to Water Plant —Project No. 211778

- The Contractor is August Winter and Sons.
- The roof repairs are complete; the pumps are being installed, and the second phase of the filter building rehabilitation is underway.
- See the change order and payment recommendation under separate cover.

Water Plant Letter Flood Map Revision (LOMR) Assistance—Project No. 2325347

- SEWRPC submitted the LOMR to FEMA. SEWRPC will invoice the Village the \$8000 for the submittal.
- The public hearing and notice to impacted residents will be sent following initial FEMA review.

Street Rehabilitation Program – Project No. 2400607.00

- Rock Road is the Contractor.
- Most of the work is complete.
- See the payment recommendation; the undercut required on Lakewood Trails Subdivision will require about \$50,000 more than the bid recommendation.

Harris Road Lift Station (LS 3) Replacement – Project No. 211304

- The Contractor is Staab Construction Company.
- The 14-day run started on 06-30-25.

VILLAGE OF WILLIAMS BAY
Engineer's Report
July 2, 2025

- The existing structure is scheduled for demolition next week.
- Site restoration will include the KNC seed mixture with a cover of oats.
- See the payment recommendation under separate cover.

Well 2 Pump Replacement /Well 3 Pump Replacement- Project Nos. 201436 / 221236

- The Contractor is Water Well Solutions, Inc.
- This pump is operating; we have the submittal for the pump in Well 3.
- The Public Works Director is coordinating the replacement of the site valve.

Preserve Development - Former GW College - Project No. 2326581

- We are still waiting for the FDP submittal; it is planned for the first week of August.
- The water metering station is at the WDNR for review; the developer is requesting that the building be dark in appearance to blend with the surrounding trees rather than try to match the appearance of the building at the boat launch.

Park Place CSM - Project No. 2400339

- The developer is Jack Pease/Super-Mix Aggregates
- We received a resubmittal; we plan to issue the letter of owner-approval for the water main so they proceed with WDNR approval.

East Geneva Street Canyon Development - Former Levar - Project No. 2326015

- We provided a conditional approval recommendation for the plans and the stormwater management.
- The Village should wait with the developer agreement until the County approves the vacation documents.

Willabay Meadows Subdivision - Final Development Plan - Project No. 0210482

- We provided a review letter dated April 10, 2025; it noted that we would do no further review until they provide the requested technical information.
- We received a new submittal on June 25, 2025 that did not contain the requested technical information; it provided possible non-technical solutions not addressed by the existing developer agreement.
- We are unsure if the proposed outlots are large enough for the needed stormwater ponds and are unsure if the existing soils will support the final improvements the Village is accepting at completion.
- We plan to issue a request for additional information and wait for a proper submittal; we need to keep the Village protected from future developers of this property.

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**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-43-25**

**A RESOLUTION AUTHORIZING THE INSTALLATION OF A “NO LEFT TURN – WEEKENDS & HOLIDAYS
MEMORIAL DAY TO LABOR DAY” TRAFFIC SIGN FOR WESTBOUND TRAFFIC ON E. GENEVA STREET
RESTRICTING LEFT TURNS INTO THE BOAT LAUNCH AREA**

WHEREAS, the Village of Williams Bay is responsible for the approval and installation of traffic control devices and has adopted the State of Wisconsin traffic regulations by reference; and

WHEREAS, the State of Wisconsin traffic regulations authorize municipalities to establish and post traffic turn restrictions on village streets; and

WHEREAS, on June 10, 2025, the Village Parks & Lakefront Committee considered and recommended approval of the installation of a “No Left Turn – Weekends & Holidays Memorial Day to Labor Day” traffic sign for westbound traffic on E. Geneva Street restricting left turns into the boat launch area; and

WHEREAS, on July 7, 2025, the Village Streets & Highways Committee considered and supported the recommendation from the Village Parks & Lakefront Committee; and

WHEREAS, on July 21, the Village of Williams Village Board, as recommended by the Village Parks & Lakefront and Streets & Highways Committees, determined that it is in the best interests of the Village and its residents to authorize the installation of the “No Left Turn” restriction sign.

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 authorizes the recommended “No Left Turn” sign, therefore.

Approved by the Village Board of the Village of Williams Bay this 21st day of July 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

UNOFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE MEETING MEETING MONDAY, JUNE 16, 2025 AT 6:10 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

**THERE MAY BE A QUORUM OF VILLAGE TRUSTEES PRESENT, NO BOARD
BUSINESS WILL BE CONDUCTED.**

I. Call to Order

Trustee Vlach called the meeting to order at 06:10pm.

II. Roll Call

Present: Trustees Vlach, Umans, and Franzen

Also Present: Administrator Lothspeich, Police Chief Timm, Clerk Kolls

III. Consideration and Possible Recommendation on 2025 Alcohol and Tobacco License Renewals

The motion to recommend Village Board approval of the Combination Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License Renewal Applications for:

1. Big Bay, LLC, d/b/a Cafe Calamari/Harpoon Willies, 8 East Geneva St., Joshua LaCroix, Agent
 2. Lucke Enterprises, Inc., d/b/a Lucke's Cantina, 220 Elkhorn Rd, Laine Lucke, Agent
 3. Inn Crowd of Como, Inc, d/b/a Bay Party Center, 2 West Geneva St, Sara LaCroix, Agent
- was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried.

The motion to recommend Village Board approval of the Combination Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License Reserve Renewal Applications for:

1. Gage Marine Corporation, d/b/a Pier 290, 1 Liechty Dr, William Gage, Agent
 2. Bay Cooks, LLC, d/b/a Bay Cooks, 99 N. Walworth Ave, Jonathon Basurto, Agent
- was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval of the Combination Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor License Renewal Applications for:

1. Ganesh Foods, Inc, d/b/a Bayside Mart, 156 Elkhorn Rd, Arpita Patel, Agent
 2. GLM Liquor & Grocery, Inc, d/b/a Bell's Store, 659 East Geneva St, Gurpreet Kaur, Agent
 3. Williams Bay Mobil Mart, Inc, d/b/a Williams Bay Mobil, 66 West Geneva St, Singh Gurdarshan, Agent
- was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval of the Cigarette, Tobacco and Electronic Vaping Device Retail Licenses for:

1. Ganesh Foods, Inc, d/b/a Bayside Mart, 156 Elkhorn Rd, Arpita Patel, Agent
2. GLM Liquor & Grocery, Inc, d/b/a Bell's Store, 659 East Geneva St, Gurpreet Kaur, Agent

3. Williams Bay Mobil Mart, Inc, d/b/a Williams Bay Mobil, 66 West Geneva St, Singh Gurdarshan, Agent was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried.

IV. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Franzen at 06:18pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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



FONTANA FIRE DEPARTMENT MONTHLY REPORT – MAY 2025



RESPONSE DATA

MAY 2025

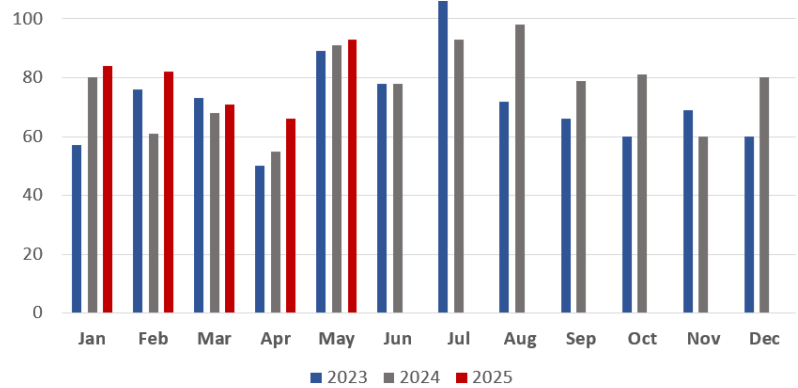
INCIDENT TYPE	Total	Percent
Williams Bay	30	32%
Fontana	34	37%
Walworth Township	20	22%
Mutual Aid Responses	9	10%
TOTAL RESPONSES	93	

Response Time Report

Average Dispatched to Arrival on Scene

Williams Bay	5:45
Fontana	4:53
Walworth Township	5:54

3 YEAR TRENDS



TRAINING & CERTIFICATIONS

Paramedic School Graduation –FF Jason McDaniel
Critical Care Paramedic –FF/PM Melissa McFarlin
Motor Pump Operator FF/PM Melissa McFarlin
Brew City Fire Training- FF Ryan Bock
Self Contained Breathing Apparatus

Rapid Deployable Water Rescue Craft
Cardiac EKG interpretation
Thermal Imaging Basics
Firefighter Line of Duty Death Case Review
Haz Mat Training – Delavan Township
Kikkoman Elevator Training

PUBLIC EDUCATION & EVENTS

- Memorial Day Parade
- National EMS Week
- Wings of Life World Run Standby

OPERATIONS

- Peter Ackman promoted to Assistant Chief
- 20 Fire Inspections, 20 Liquor License Inspections and 10 Short-time rental inspections completed
- Assisted Dane County with a water recovery incident.
- New 800 mhz radios installed in apparatus.



VILLAGE OF FONTANA-ON-GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
MEETING of the Joint Emergency Services Committee

Tuesday, June 17, 2025 beginning at 4:00 pm

PLEASE TAKE NOTICE that the following meeting has been called by the Village of Fontana Joint Emergency Services Committee on Tuesday, June 17, 2025 beginning at 4:00 pm at the Fontana Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

AGENDA

**THE FOLLOWING AGENDA ITEMS MAY BE CONSIDERED FOR DISCUSSION,
CONSIDERATION OR ACTION**

Call Joint Emergency Services Committee to Order

Roll Call

Visitors Heard

General Business

1. Discussion or Action on the Meeting structure, maintaining records, and locations.
2. Discussion or Action on the Fontana Fire Department budget process and structure of shared expenses and revenue.
3. Discussion or Action on Mid-year review of 2025 Budget
4. Discussion or Action on 2026 budget process

Adjournment

Dated this 10th day of June, 2025

Posted: Village Hall, Fontana Library, Post Office, Website

Bonnie Liptak, Village Clerk

villageclerk@vi.fontana.wi.gov

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or request this service, contact the Village of Fontana Clerk between 8:00 am and 4:30 p.m. @ 262-275-6136 or write to P.O. Box 200, Fontana, Wisconsin 53125.

Note: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice and agenda.



FONTANA FIRE DEPARTMENT

190 FONTANA BVD / PO BOX 200

FONTANA, WISCONSIN 53125

Phone 262-275-2131 Email: Firehouse@vi.fontana.wi.gov

Date: 6-13-25
To: Joint Emergency Services Committee
From: Richard Manthy – Fire Chief
RE: 2025 Budget Amendment

Fontana Fire Department is presenting a mid-year budget amendment to account for expense and revenue adjustments associated with fire and emergency medical services (EMS) to Walworth Township along with approved expenses. Staffing, equipment, and operational expenses have been updated for Fontana, Williams Bay, and Walworth Township as follows.

Budget Amendments

- 1. Increased Daytime Staffing** – The current 2025 Part-time Firefighter / EMT staffing budget provides one additional position from 8 a.m. until 6 p.m. 250 days per year plus one part-time Chief officer Monday through Friday from 9 am to 5 pm. The updated model moves towards year-round daytime staffing of two additional personnel.
 - Part-time staffing increased by 1125 hours to provide one part time Firefighter / EMT from 8 a.m. to 6 p.m. 365 days per year.
 - The overtime budget increased by 660 hours to provide a second daytime position on Saturdays and Sundays.
 - Personnel expenses increased by \$88,243
 - 200-52335-110 (Salaries) - \$55,595 Increase
 - 200-52335-131 (FICA/ Medicare) - \$4,253 Increase
 - 200-52335-133 (Retirement) - \$4,514 Increase
 - 200-52335-181 (Uniforms) - \$3,760 Increase
- 2. Operational Expenses**
 - 200-52335-115 (Administrative Fees) – \$20,121 increase for portion of the Fontana Village Administrator and Treasurer salaries and benefits are evenly split between Fontana, Williams Bay and Walworth Township per IGAs.
 - 200-52335-350 (Ambulance Repairs) – \$3,500 for maintenance and repairs to add one reserve ambulance (shared with the Village of Walworth)
 - 200-52335-800 (Capital) - \$18,174 for unbudgeted ambulance engine replacement
 - 200-52335-355 (Fuel) – \$1,500 Increased for Township Responses
 - 200-52334-214 (EMS Billing) - \$1,400 EMS Billing Service increase for additional ambulance transport revenue.
 - 200-52335-305 (Medical Supplies) - \$3,700 increase for additional supplies
 - 200-52335-212 (New)- \$21,000 EMS Service Agreement with Delavan Township
 - 100-52200-335 (Fire Education) - \$2,000 increase for training needs
 - 100-52200-355 (Fuel) - \$500 increase for Township responses
 - 100-52200-351 (New)- \$2,000 for Township Tender / UTV Equipment
 - 100-52200-352 (New) - \$1,900 for Township Tender / UTV Maintenance
 - 100-52200-212 (New) – \$2,333 Fire Service Agreement with Delavan Township

3. 2025 Budget Categories –Fire Department expenses have been subdivided into the following shared account groups based on intergovernmental agreements with Williams Bay, Walworth Township, and Delavan Township. (Addendum A)

- **Three-Way Split EMS Expenses** – (Fontana 41.5%, Williams Bay 41.4%, and Walworth Township 17%)
 - 14 Full-time equivalent employee salaries and benefits
 - Part-time Chief (30 hours / week) and Deputy Chief (20 hours / week)
 - Part time Firefighter / EMT salaries and benefits
 - EMS personnel expenses for uniforms, training, professional services, equipment and insurance.
- **Fontana Administration** - Twenty percent of the Fontana Village Administrator and fifteen percent of the Fontana Treasurer salaries and benefits are split evenly between Fontana, Williams Bay and Walworth Township.
- **Williams Bay Expenses** - Maintenance and equipment for the Ambulance leased by Williams Bay to Fontana plus Town of Delavan IGA expenses.
- **Walworth Township Expenses**– Budget contributions are based on a two-year rolling average of Township responses in relation to total Fontana Fire Department responses for all EMS and Fire services.
 - Walworth Township is responsible for all Tender and UTV expenses.
 - Walworth Township and Fontana split expenses for the two Fontana Ambulances, one reserve ambulance (shared with the Village of Walworth), and one paramedic intercept vehicle.
 - Fire related expenses and capital purchases are split between Fontana and Walworth Township based on the response percentage.
- **Fontana Expenses** – Fontana is responsible for all fees related to ambulance billing, medical supplies, and fire service fees for Delavan Township IGA.
- **Town of Delavan IGA**– A portion of Walworth Township’s 2025 contribution for service is deferred to Delavan Township for subcontracted Fire and EMS service to a portion of Walworth Township. (Addendum B)
 - Reduction in Walworth Township responses increases availability of resources to Fontana, Williams Bay, and Walworth Township while maintaining similar levels of service to the far northwest area of Walworth Township.
 - Expenses split 90% for EMS and 10% for Fire based on budgeted services. Town of Delavan is budgeted to receive \$21,050 for EMS and \$2,282.00 for Fire Service from May 1, 2025, through December 31.
 - Walworth Township’s contribution is accounted for as part of their seventeen percent. Williams Bay and Fontana split the Delavan Township EMS fees and Fontana covers the fire fees.

4. Fontana

- The 2025 Fire Department budget will increase by \$146,249 (\$2,570,898 Total)
- **Fire & EMS Expenses - After Walworth Township adjustments, Fontana’s Fire and EMS expenses are reduced by \$152,443.**
- The Ambulance engine replacement approved by the Fontana Village Board was included in the amended EMS Capital budget.
- \$17,070 of Walworth Township’s 2025 administrative fee (\$50,000) is reflected as expenses. The remaining \$32,930 is listed under revenue without an offsetting expense.

5. Williams Bay

- Projected 2025 Williams Bay expenses presented at the September 2024 Fontana / Williams Bay Joint Board Meeting were as follows - \$1,048,193
 - Referendum Staffing - \$919,908 (half of 14 FTE employees)
 - Part time, Chiefs, and Administration \$87,459
 - EMS Operations - \$37,500
 - WB Ambulance - \$3325
- After Collective Bargaining Agreement wage and benefit adjustments, the final 2025 Williams Bay budget increased by \$6,931 (\$1,055,124 total).
- A flat monthly fee was established in the IGA with a reconciliation the following year of actual previous year expenses. Revenue from Paramedic Intercepts and part-time EMS salaries paid by Williams Bay are included in the true up process.
- Walworth Township fees for three-way split EMS expenses reduced Williams Bay contributions from 50% to 41.5%.
- **After expense adjustments and Walworth Township contributions, Williams Bay's budgeted expenses are reduced by \$135,744 (\$919,380 total).**

6. Walworth Township

- 2025 Categories
 - Three-way EMS expenses - \$380,782
 - Shared Fontana / Walworth Township EMS expenses - \$14,276
 - Shared Fontana / Walworth Township fire expenses - \$35,530
 - Walworth Township Tender and UTV equipment and maintenance -\$3,900
- \$17,070 for administrative expenses are included under the three-way EMS contribution category. Year-one administrative fees are \$50,000 (\$32,930 additional) and subsequent years are based on one third of Fontana Village administration expenses.
- Shared operating expenses are based on a two-year rolling average of Walworth Township call volume in relation to all Fontana FD responses.
- A flat monthly fee is established in the IGA with a reconciliation the following year of actual previous year expenses.
- Capital purchases and Fire Station contributions are addressed separately in the intergovernmental agreement.

7. Revenue

- Fontana retains EMS Billing Revenue
- Monthly fees established for Williams Bay and Walworth Township remain the same for 2025. Adjustments will be reconciled at next year's true up.
- Each community retains State funding for Fire and EMS.

Current budget calculations are based on recently adopted intergovernmental agreements requiring a mid-year budget adjustment. We will be seeking input from the Joint Emergency Service (Budget) Committee on how best to present 2026 budget projections and shared expense categories.

ADDENDUM A - DRAFT 2025 FONTANA FIRE DEPARTMENT BUDGET AMENDMENTS

THREE WAY SPLIT EMS EXPENSES - FONTANA (41.5%) / WILLIAMS BAY(41.5%) / WALWORTH TOWNSHIP (17%)								
Act # 200-	EMS Expenses	2025 Old	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-110	Salaries Expense	\$1,245,895	\$1,301,489	\$55,594	\$540,118	\$540,118	\$221,253	Addl. Hours - 1125 Part Time / 660 OT
52335-131	FICA & Medicare	\$95,311	\$99,564	\$4,253	\$41,319	\$41,319	\$16,926	Increase due to additional hours
52335-133	Retirement	\$168,881	\$173,395	\$4,514	\$71,959	\$71,959	\$29,477	Increase due to additional hours
52335-134	Health & Dental Ins	\$403,809	\$403,809	\$0	\$167,581	\$167,581	\$68,647	Based on Family Coverage
52335-135	Vision Ins	\$5,042	\$5,042	\$0	\$2,093	\$2,093	\$857	
52335-136	Life Ins	\$2,620	\$2,620	\$0	\$1,087	\$1,087	\$445	
52335-181	WB Split Uniform Expense	\$37,600	\$41,360	\$3,760	\$17,164	\$17,164	\$7,031	Increased In Part Time Employees
52335-211	WB Split Professional Services	\$7,000	\$7,000	\$0	\$2,905	\$2,905	\$1,190	
52335-223	WB Split Communication	\$5,500	\$5,500	\$0	\$2,283	\$2,283	\$935	
52335-316	WB Split Technology	\$10,000	\$10,000	\$0	\$4,150	\$4,150	\$1,700	
52335-321	WB Split Subscription/Dues	\$1,500	\$1,500	\$0	\$623	\$623	\$255	
52335-331	WB Split Travel	\$2,000	\$2,000	\$0	\$830	\$830	\$340	
52335-336	WB Split EMS Education	\$12,000	\$12,000	\$0	\$4,980	\$4,980	\$2,040	
52335-340	FAP Expenses	\$7,000	\$7,000	\$0	\$2,905	\$2,905	\$1,190	
52335-341	ACT 102	\$3,000	\$3,000	\$0	\$1,245	\$1,245	\$510	
52335-510	Insurance	\$64,202	\$64,202	\$0	\$26,644	\$26,644	\$10,914	Workers Comp
SHARED ADMINISTRATIVE EXPENSES - FONTANA (1/3), WILLIAMS BAY(1/3), AND WALWORTH TOWNSHIP* (1/3)								
52335-115	Administrative Fees	\$31,089	\$51,210	\$20,121	\$17,070	\$17,070	\$17,070	20% Administrator / 15% Treasurer
TOTAL		\$2,102,449	\$2,190,692	\$88,243	\$904,955	\$904,955	\$380,782	

WILLIAMS BAY(100%) EMS EXPENSES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-346	3792 Amb Expense (100% WB)	\$1,900	\$1,900	\$0	\$0	\$1,900	N/A	Paid 100% by WB
52335-351	3792 Equipment (100%WB)	\$2,000	\$2,000	\$0	\$0	\$2,000	N/A	Paid 100% by WB
		\$3,900	\$3,900	\$0	\$0	\$3,900		

WILLIAMS BAY (50%) / FONTANA (50%) - DELAVAN TOWNSHIP EMS FEES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-212	Delavan Township EMS	0	\$21,000	\$21,000	\$10,500	\$10,500	N/A	

FONTANA (83%) / WALWORTH TOWNSHIP (17%) EXPENSES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-210	Professional Services Expense	\$2,000	\$2,000	\$0	\$1,660	N/A	\$340	Not Split with WB
52335-315	Technology Expense	\$2,500	\$2,500	\$0	\$2,075	N/A	\$425	Fontana & Township
52335-345	3790 & 3791 & 3793 Repair	\$3,500	\$3,500	\$0	\$2,905	N/A	\$595	Fontana & Township
52335-350	3790 & 3791 & 3793 Equip.	\$3,800	\$7,300	\$3,500	\$6,059	N/A	\$1,241	\$3,500 New Reserve
52335-355	Fuel	\$15,000	\$16,500	\$1,500	\$13,695	N/A	\$2,805	WB not charged for fuel per IGA
52335-800	EMS CAPITAL	\$34,000	\$52,174	\$18,174	\$43,304	N/A	\$8,870	\$18,174 (3790 motor repl)
Act # 100-	Fire Expenses							
52200-110	POC Admin (A.C. & Capt)	\$9,500	\$9,500	\$0	\$7,885	N/A	\$1,615	
52200-115	Fire Wages - Paid On Call	\$23,300	\$23,300	\$0	\$19,339	N/A	\$3,961	
52200-131	FICA	\$2,500	\$2,500	\$0	\$2,075	N/A	\$425	Medicare and FICA
52200-222	Communication Expense	\$10,000	\$10,000	\$0	\$8,300	N/A	\$1,700	Combined with EMS Communication
52200-300	Supplies Expense	\$8,000	\$8,000	\$0	\$6,640	N/A	\$1,360	Increases in Supply Costs
52200-310	Office Supplies Expense	\$3,200	\$3,200	\$0	\$2,656	N/A	\$544	
52200-315	Technology Expense	\$6,000	\$6,000	\$0	\$4,980	N/A	\$1,020	
52200-330	Travel Expense	\$3,000	\$3,000	\$0	\$2,490	N/A	\$510	
52200-335	Education Expense	\$3,000	\$5,000	\$2,000	\$4,150	N/A	\$850	
52200-340	Fire Equipment (2%)	\$35,000	\$35,000	\$0	\$29,050	N/A	\$5,950	
52200-345	Truck & Automobile Expense	\$12,000	\$12,000	\$0	\$9,960	N/A	\$2,040	Increases in Costs
52200-350	Fire Equipment Repairs	\$12,000	\$12,000	\$0	\$9,960	N/A	\$2,040	Based on 2024 use
52200-355	Fuel	\$5,000	\$5,500	\$500	\$4,565	N/A	\$935	10% Increase
52200-510	Insurance	\$13,000	\$13,000	\$0	\$10,790	N/A	\$2,210	
52200-800	Fire Capital Outlay	\$30,000	\$30,000	\$0	\$24,900	N/A	\$5,100	
52200-810	Fire Capital Equipment	\$31,000	\$31,000	\$0	\$25,730	N/A	\$5,270	
TOTAL		\$267,300	\$292,974	\$25,674	\$243,168	\$0	\$49,806	

WALWORTH TOWNSHIP (100%) - FIRE EXPENSES								
Act # 100-	Fire Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	
52200-351	Twp Tender / UTV Equipment	N/A	\$2,000	\$2,000	N/A	N/A	\$2,000	Paid 100% By Township
52200-352	Twp Tender / UTV Maintenance	N/A	\$1,900	\$1,900	N/A	N/A	\$1,900	Paid 100% By Township
			\$3,900	\$3,900	N/A	N/A	\$3,900	

FONTANA (100%) EXPENSES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52334-214	EMS Billing Service	\$14,000	\$15,400	\$1,400	\$15,400	N/A	N/A	Billing covered by Fontana Per IGA
52335-305	Medical Supplies	\$37,000	\$40,700	\$3,700	\$40,700	N/A	N/A	Paid by Fontana per IGA
Act # 100-	Fire Expense							
52200-212	Delavan Township IGA- Fire	\$0.00	\$2,333.00	\$2,333	\$2,333	N/A	\$0	
TOTAL		\$51,000.00	\$58,433.00	\$7,433.00	\$58,433.00	\$0.00	\$0.00	

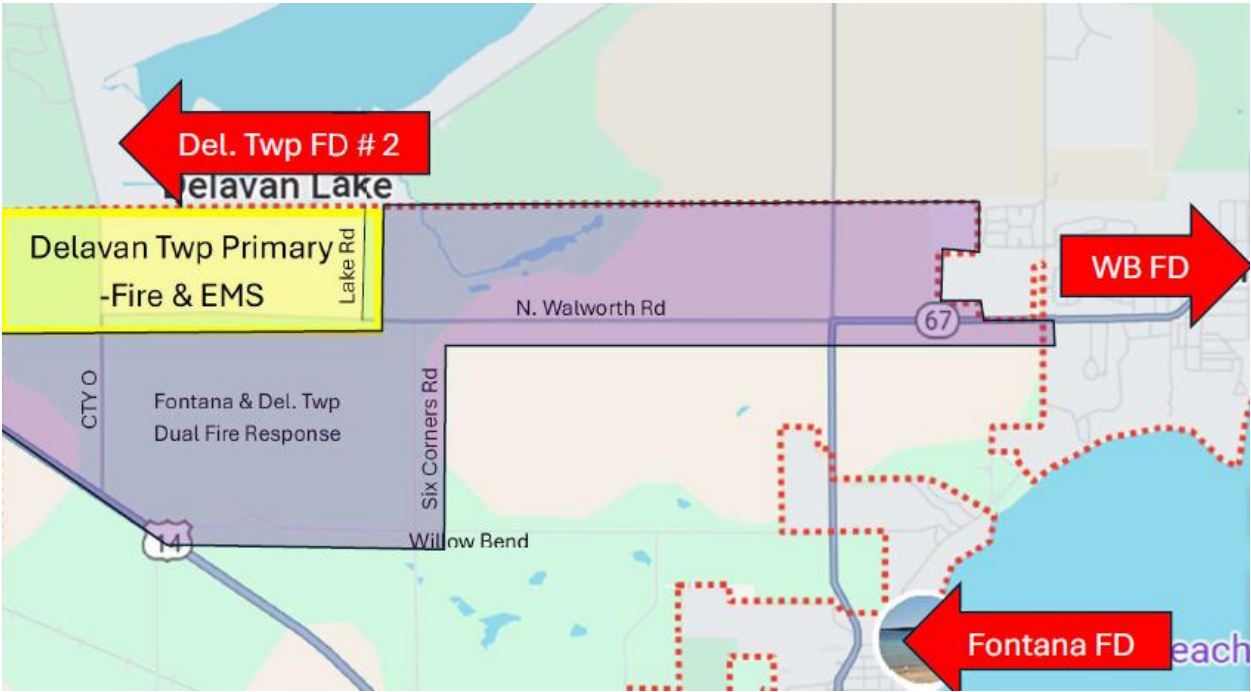
2025 AMENDED BUDGET SUMMARY							
	Current	2025 - New	Increase	Fontana-New	WB - New	Walworth	
EMS BUDGET	\$2,218,149	\$2,355,716	\$137,517	\$1,041,253	\$919,355	\$395,057	
FIRE BUDGET	\$206,500	\$215,233	\$8,733	\$175,803	\$0	\$39,430	
	\$2,424,649	\$2,570,949	\$146,250	\$1,217,056	\$919,355	\$434,487	

WILLIAM BAY SUMMARY							
Category	2025 Current	2025 New	Increase	WB Current	WB New	WB Difference	
Three Way Split EMS Expenses	\$2,102,449	\$2,190,692	\$88,243	\$1,051,224	\$904,955	-\$146,269	
Williams Bay (100%)	\$3,900	\$3,900	\$0	\$3,900	\$3,900	\$0	
Fontana (50%) / Williams Bay (50%)	\$0	\$21,050	\$21,000	\$0	\$10,525	\$10,525	Delavan Township IGA
WB BUDGETED EXPENSES	\$2,106,349	\$2,215,642	\$109,243	\$1,055,124	\$919,380	-\$135,744	

FONTANA SUMMARY							
	2025 Current	2025 New	Increase	Font Current	Font. New	Font. Difference	
Three Way Split EMS Expenses	\$2,102,449	\$2,190,692	\$88,243	\$1,051,224	\$904,955	-\$146,269	
Fontana (50%) / Williams Bay (50%)	\$0	\$21,050	\$21,000	\$0	\$10,525	\$10,525	Delavan Township IGA
Fontana (83%) / Walworth Township (17%)	\$267,300	\$292,974	\$25,674	\$267,300	\$243,168	-\$24,132	
Fontan (100%)	\$51,000.00	\$58,433.00	\$7,433.00	\$51,000	\$58,433	\$7,433	
	\$2,420,749	\$2,563,149	\$142,350	\$1,369,524	\$1,217,081	-\$152,443	

WALWORTH TOWNSHIP SUMARRY			
	2025 Current	2025 New	
Three Way Split EMS Expenses	N/A	\$380,782	
Fontana (83%) / Walworth Township (17%)	N/A	\$49,806	
Walworth Township Expenses	N/A	\$3,900	
	\$0	\$434,487	NOTE - \$32,930 (2024)Walworth Township Administrative Fee w/o an offsetting expense

ADDENDUM B – DELAVAN TOWNSHIP RESPONSE AREA



AMENDED FONTANA FIRE DEPARTMENT BUDGET 2025 - DRAFT

THREE WAY SPLIT EMS EXPENSES - FONTANA (41.5%) / WILLIAMS BAY(41.5%) / WALWORTH TOWNSHIP (17%)								
Act # 200-	EMS Expenses	2025 Old	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-110	Salaries Expense	\$1,245,895	\$1,301,489	\$55,594	\$540,118	\$540,118	\$221,253	Addl. Hours - 1125 Part Time / 660 OT
52335-131	FICA & Medicare	\$95,311	\$99,564	\$4,253	\$41,319	\$41,319	\$16,926	Increase due to additional hours
52335-133	Retirement	\$168,881	\$173,395	\$4,514	\$71,959	\$71,959	\$29,477	Increase due to additional hours
52335-134	Health & Dental Ins	\$403,809	\$403,809	\$0	\$167,581	\$167,581	\$68,647	Based on Family Coverage
52335-135	Vision Ins	\$5,042	\$5,042	\$0	\$2,093	\$2,093	\$857	
52335-136	Life Ins	\$2,620	\$2,620	\$0	\$1,087	\$1,087	\$445	
52335-181	WB Split Uniform Expense	\$37,600	\$41,360	\$3,760	\$17,164	\$17,164	\$7,031	Increased In Part Time Employees
52335-211	WB Split Professional Services	\$7,000	\$7,000	\$0	\$2,905	\$2,905	\$1,190	
52335-223	WB Split Communication	\$5,500	\$5,500	\$0	\$2,283	\$2,283	\$935	
52335-316	WB Split Technology	\$10,000	\$10,000	\$0	\$4,150	\$4,150	\$1,700	
52335-321	WB Split Subscription/Dues	\$1,500	\$1,500	\$0	\$623	\$623	\$255	
52335-331	WB Split Travel	\$2,000	\$2,000	\$0	\$830	\$830	\$340	
52335-336	WB Split EMS Education	\$12,000	\$12,000	\$0	\$4,980	\$4,980	\$2,040	
52335-340	FAP Expenses	\$7,000	\$7,000	\$0	\$2,905	\$2,905	\$1,190	
52335-341	ACT 102	\$3,000	\$3,000	\$0	\$1,245	\$1,245	\$510	
52335-510	Insurance	\$64,202	\$64,202	\$0	\$26,644	\$26,644	\$10,914	Workers Comp
SHARED ADMINISTRATIVE EXPENSES - FONTANA (1/3), WILLIAMS BAY(1/3), AND WALWORTH TOWNSHIP* (1/3)								
52335-115	Administrative Fees	\$31,089	\$51,210	\$20,121	\$17,070	\$17,070	\$17,070	20% Administrator / 15% Treasurer
TOTAL		\$2,102,449	\$2,190,692	\$88,243	\$904,955	\$904,955	\$380,782	

WILLIAMS BAY(100%) EMS EXPENSES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-346	3792 Amb Expense (100% WB)	\$1,900	\$1,900	\$0	\$0	\$1,900	N/A	Paid 100% by WB
52335-351	3792 Equipment (100%WB)	\$2,000	\$2,000	\$0	\$0	\$2,000	N/A	Paid 100% by WB
		\$3,900	\$3,900	\$0	\$0	\$3,900		

WILLIAMS BAY (50%) / FONTANA (50%) - DELAVAN TOWNSHIP EMS FEES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-212	Delavan Township EMS	0	\$21,000	\$21,000	\$10,500	\$10,500	N/A	

FONTANA (83%) / WALWORTH TOWNSHIP (17%) EXPENSES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-210	Professional Services Expense	\$2,000	\$2,000	\$0	\$1,660	N/A	\$340	Not Split with WB
52335-315	Technology Expense	\$2,500	\$2,500	\$0	\$2,075	N/A	\$425	Fontana & Township
52335-345	3790 & 3791 & 3793 Repair	\$3,500	\$3,500	\$0	\$2,905	N/A	\$595	Fontana & Township
52335-350	3790 & 3791 & 3793 Equip.	\$3,800	\$7,300	\$3,500	\$6,059	N/A	\$1,241	\$3,500 New Reserve
52335-355	Fuel	\$15,000	\$16,500	\$1,500	\$13,695	N/A	\$2,805	WB not charged for fuel per IGA
52335-800	EMS CAPITAL	\$34,000	\$52,174	\$18,174	\$43,304	N/A	\$8,870	\$18,174 (3790 motor repl)
Act # 100-	Fire Expenses							
52200-110	POC Admin (A.C. & Capt)	\$9,500	\$9,500	\$0	\$7,885	N/A	\$1,615	
52200-115	Fire Wages - Paid On Call	\$23,300	\$23,300	\$0	\$19,339	N/A	\$3,961	
52200-131	FICA	\$2,500	\$2,500	\$0	\$2,075	N/A	\$425	Medicare and FICA
52200-222	Communication Expense	\$10,000	\$10,000	\$0	\$8,300	N/A	\$1,700	Combined with EMS Communication
52200-300	Supplies Expense	\$8,000	\$8,000	\$0	\$6,640	N/A	\$1,360	Increases in Supply Costs
52200-310	Office Supplies Expense	\$3,200	\$3,200	\$0	\$2,656	N/A	\$544	
52200-315	Technology Expense	\$6,000	\$6,000	\$0	\$4,980	N/A	\$1,020	
52200-330	Travel Expense	\$3,000	\$3,000	\$0	\$2,490	N/A	\$510	
52200-335	Education Expense	\$3,000	\$5,000	\$2,000	\$4,150	N/A	\$850	
52200-340	Fire Equipment (2%)	\$35,000	\$35,000	\$0	\$29,050	N/A	\$5,950	
52200-345	Truck & Automobile Expense	\$12,000	\$12,000	\$0	\$9,960	N/A	\$2,040	Increases in Costs
52200-350	Fire Equipment Repairs	\$12,000	\$12,000	\$0	\$9,960	N/A	\$2,040	Based on 2024 use
52200-355	Fuel	\$5,000	\$5,500	\$500	\$4,565	N/A	\$935	10% Increase
52200-510	Insurance	\$13,000	\$13,000	\$0	\$10,790	N/A	\$2,210	
52200-800	Fire Capital Outlay	\$30,000	\$30,000	\$0	\$24,900	N/A	\$5,100	
52200-810	Fire Capital Equipment	\$31,000	\$31,000	\$0	\$25,730	N/A	\$5,270	
TOTAL		\$267,300	\$292,974	\$25,674	\$243,168	\$0	\$49,806	

WALWORTH TOWNSHIP (100%) - FIRE EXPENSES								
Act # 100-	Fire Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	
52200.351	Twp Tender / UTV Equipment	N/A	\$2,000	\$2,000	N/A	N/A	\$2,000	Paid 100% By Township
52200-352	Twp Tender / UTV Maintenance	N/A	\$1,900	\$1,900	N/A	N/A	\$1,900	Paid 100% By Township
		\$3,900	\$3,900		N/A	N/A	\$3,900	

FONTANA (100%) EXPENSES								
Act # 200-	EMS Expenses	Current	2025 - New	Increase	Fontana	WB	Walworth	Notes
52335-214	EMS Billing Service	\$14,000	\$15,400	\$1,400	\$15,400	N/A	N/A	Billing covered by Fontana Per IGA
52335-305	Medical Supplies	\$37,000	\$40,700	\$3,700	\$40,700	N/A	N/A	Paid by Fontana per IGA
Act # 100-	Fire Expense							
52200-212	Delavan Township IGA- Fire	\$0.00	\$2,333.00	\$2,333	\$2,333	N/A	\$0	
TOTAL		\$51,000.00	\$58,433.00	\$7,433.00	\$58,433.00	\$0.00	\$0.00	

2025 AMENDED BUDGET SUMMARY								
	Current	2025 - New	Increase	Fontana-New	WB - New	Walworth		
EMS BUDGET	\$2,218,149	\$2,355,666	\$137,517	\$1,041,253	\$919,355	\$395,057		
FIRE BUDGET	\$206,500	\$215,233	\$8,733	\$175,803	\$0	\$39,430		
		\$2,424,649	\$2,570,899	\$146,250	\$1,217,056	\$919,355	\$434,487	

WILLIAMS BAY SUMMARY							
Category	2025 Current	2025 New	Increase	WB Current	WB New	WB Difference	
Three Way Split EMS Expenses	\$2,102,449	\$2,190,692	\$88,243	\$1,051,224	\$904,955	-\$146,269	
Williams Bay (100%)	\$3,900	\$3,900	\$0	\$3,900	\$3,900	\$0	
Fontana (50%) / Williams Bay (50%)	\$0	\$21,000	\$21,000	\$0	\$10,500	\$10,500	Delavan Township IGA
WB BUDGETED EXPENSES	\$2,106,349	\$2,215,592	\$109,243	\$1,055,124	\$919,355	-\$135,769	

FONTANA SUMMARY							
	2025 Current	2025 New	Increase	Font Current	Font. New	Font. Difference	
Three Way Split EMS Expenses	\$2,102,449	\$2,190,692	\$88,243	\$1,051,224	\$904,955	-\$146,269	
Fontana (50%) / Williams Bay (50%)	\$0	\$21,000	\$21,000	\$0	\$10,500	\$10,500	Delavan Township IGA
Fontana (83%) / Walworth Township (17%)	\$267,300	\$292,974	\$25,674	\$267,300	\$243,168	-\$24,132	
Fontana (100%)	\$51,000.00	\$58,433.00	\$7,433.00	\$51,000	\$58,433	\$7,433	
	\$2,420,749	\$2,563,099	\$142,350	\$1,369,524	\$1,217,056	-\$152,468	+

WALWORTH TOWNSHIP SUMARRY			
	2025 Current	2025 New	
Three Way Split EMS Expenses	N/A	\$380,782	
Fontana (83%) / Walworth Township (17%)	N/A	\$49,806	
Walworth Township Expenses	N/A	\$3,900	
	\$0	\$434,487	NOTE - \$32,930 (2024)Walworth Township Administrative Fee w/o an offsetting expense

RESOLUTION NO. R-44-25

RESOLUTION APPROVING THE FIRST AMENDMENTS TO THE VILLAGE OF WILLIAMS BAY BUDGET FOR YEAR 2025 AND AUTHORIZING A LOAN FROM GENERAL FUND UNASSIGNED RESERVES TO POLICE DEPARTMENT REFERENDUM FUND FOR POLICE DEPARTMENT HIRING OF ONE POLICE OFFICER IN 2025

WHEREAS, in January 2025 the Village Board of the Village of Williams Bay approved Resolution R-03-2025 finding that it was in the best interests of the residents of the village, their invitees and visitors to the village to provide increased resources for the Police Department to fund additional officer and additional resources to support those officer; and

WHEREAS, the Village Board of the Village of Williams Bay found that the village was unable to fund the cost of providing increased resources for the Police Department to fund additional officers and additional resources to support those officers by increasing the levy, due to the limitations imposed by Wis. Stat. Sec. 66.0602 (2); and

WHEREAS, the Village Board of the Village of Williams Bay found that it was appropriate to submit to the electorate a referendum to request authority to increase the levy limit by 10.085% on an ongoing basis to provide the funding for the provision of increased resources for the Police Department to fund additional officers and additional resources to support those officers; and

WHEREAS, the Village of Williams Bay electorate approved the referendum to increase the funding for the next fiscal year, 2026, for the purpose of funding the provision of increased resources for the Police Department to fund additional officers and additional resources to support those officers, the levy be increased 10.085%, resulting in a levy of \$4,366,249 and that the increase of \$399,980 be included for each fiscal year going forward; and

WHEREAS, the Village of Williams Bay established a new "Police Department 2025 Referendum Fund" to segregate all revenues and expenditures associated with the hiring of the additional officers; and

WHEREAS, the Village of Williams Bay Protective Services Committee and Finance & Personnel Committee recommended the recruitment and hiring of an additional police officer in 2025 to be initially funded through a loan from the General Fund Unassigned Reserves with the full repayment of this loan from the Police Department 2025 Referendum Fund to the General Fund in 2026; and

WHEREAS, the Village of Williams Bay Finance & Personnel Committee determined that the Police Department 2025 Referendum Fund will have sufficient revenues to fully repay the General Fund in 2026.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do resolve as follows:

1. Approves the amendments to the Village Budget 2025 (**Exhibit A**) and authorizes treasurer to transfer amounts necessary from the General Fund to the Police Department 2025 Referendum Fund in an amount not to exceed \$49,707 for the hiring of an additional police officer in 2025.
2. Authorizes the treasurer to transfer amounts necessary from the Police Department 2025 Referendum Fund to fully reimburse the General Fund in an amount not to exceed \$49,707 from the \$399,980 Police Department 2025 Referendum tax levy funds in year 2026 and to be included in the Village Budget 2026.
3. To commence recruitment of the Lieutenant position subject to approval of hiring and funding by the Village Board of Trustees.

Approved by the Village Board of the Village of Williams Bay this 2st day of July 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

FIRST AMENDED VILLAGE BUDGET 2025
RE: POLICE DEPARTMENT HIRING OF POLICE OFFICER (REFERENDUM)

DRAFT



EDGEWATER PARK PAVILLION USE ONLY
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 williamsbaylionsclub@gmail.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: JIM KILLIAN Organization: KISHWAUKETOE NATURE CONSERVANCY - VILLAGE OF WILLIAMS BAY
Address: KNC: PO BOX 580, WILLIAMS BAY, WI 53191
JIM KILLIAN - 91 POTAWATOMI RD, I-1, WILLIAMS BAY
Phone: 262-374-2467 (C) Email: JEKILLIAN@YAHOO.COM
Title of Event: KISHWAUKETOE BOARD - HOSTED PICNIC + COOK-OUT FOR WISCONSIN MASTER NATURALIST CLASS OF ADULTS
EDGEWATER PARK PAVILLION USE REQUESTED
Date(s) requested: JULY 24, 2025 Is event open to public? (circle one) YES ☐ NO ☒

Summary of Event including the approximate number of attendees:

KISHWAUKETOE NATURE CONSERVANCY BOARD HOSTED & SPONSORED PICNIC DINNER & COOK-OUT FOR AN ADULT CLASS OF 20 ATTENDEES TO OUR WEEK-LONG WISCONSIN MASTER NATURALIST TRAINING SESSION - EDGEWATER PARK PAVILLION USE ONLY
- EVENT SET-UP: 3:00 - 5:00 PM; EVENT 5:00 - 7:00 PM
- BEER AND WINE PERMISSION REQUESTED

Contact Information (if different than above)

Name: JIM KILLIAN Organization: KISHWAUKETOE NATURE CONSERVANCY
Address: 91 POTAWATOMI RD, UNIT I-1, WILLIAMS BAY, WI 53191
Applicant Initials JEK



Page 3 EDGEWATER PARK USE AND POLICY CONTRACT

Phone: 262-374-2467(C) Email: JEKILLIAN@YAHOO.COM



STATEMENT CONCERNING LIABILITY AND WORKER'S COMPENSATION INSURANCE FOR USE OF EDGEWATER PARK

NOT APPLICABLE

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 5TH day of JUNE, 2025

Group or organization KESHWAUKETEE NATURE CONSERVANCY BOARD / CONSERVATION DISTRICT COMMISSION

Our liability insurance provided by: VILLAGE OF WILLIAMS BAY
(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:

YOGA

HERE TODAY



YOGA LAKE GENEVA
DIVE  DEEP

For More Info



www.yogalakegeneva.com info@yogalakegeneva.com

**VILLAGE OF WILLIAMS BAY
RESOLUTION R-45-2025**

**RESOLUTION AMENDING SET OF RULES FOR CONDUCT
AT VILLAGE OF WILLIAMS BAY PUBLIC BEACH**

WHEREAS, the Village of Williams Bay is the owner of the Williams Bay Public Beach; and

WHEREAS, the Village of Williams Bay, as owner of the beach, in 2010 found it to be in the best interest of the Village and the users of the property to provide for regulation concerning the orderly use of the property adopted Resolution R-2-10 "Resolution Creating Set Of Rules For Conduct At Village Of Williams Bay Public Beach";

WHEREAS, the Parks and Lakefront Committee recommended approval of the following amendments to the Rules of Conduct,

NOW, THEREFORE, the Village Board of the Village of Williams Bay do hereby approve the Amended Beach Rules as follows:

BEACH RULES ENUMERATED

1. No smoking or vaping on the Village Beach, in the Beach House and environs or within the beach fenced area
2. No refund of daily fees
3. No pushing, running or wrestling on piers
4. No diving off the swim piers
5. No swimming under the swim piers
6. No throwing of seaweed, sand or rocks
7. No alcoholic beverages or glass containers
8. No snorkels
9. No pets or dogs allowed on the beach
10. No loitering in or around the Beach House
11. No charcoal fires or fires of any kind
12. No swearing or foul language
13. No knives or weapons
14. No multi-person flotation devices (e.g lily pads, etc.)
15. Children under the age of 12 must be accompanied by an adult

Approved by the Village Board of the Village of Williams Bay this 21st day of July 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

ORDINANCE #2025-07

**AN ORDINANCE AMENDING SECTIONS 308-1, 308-5, 308-13 AND 308-22
OF THE CODE OF ORDINANCES OF THE VILLAGE OF WILLIAMS BAY REGULATING SOLID
WASTE AND RECYCLING**

WHEREAS, the Village deems it necessary to protect the public health of its citizens by contracting with a private company for the removal of solid waste and recyclables generated by residents within the Village and that such action is a valid exercise of powers of the Village; and

WHEREAS, in December 2022 the Village approved a contract extension with Nieuwenhuis Bros, Inc. for contract years 2024-2027; and

WHEREAS, in May 2024 the GFL Solid Waste Midwest, LLC ("GFL") notified the Village that they acquired Nieuwenhuis Bros, Inc.; and

WHEREAS, in August 2024, the Village of Williams Bay approved an exclusive Agreement with GFL; and

WHEREAS, "Recyclables" in the GFL Agreement specifically excludes picking up the following Recyclables : electronics; lead acid batteries; major appliances; used oil filters; waste oil and waste tires"; and

WHEREAS, "Residential Solid Waste" in the GFL Agreement specifically excludes "automobile parts, tires, Construction and Demolition (C&D) Materials, Recyclables, Yard Trash, Bulky Waste, White Goods, Hazardous Waste, or any Unacceptable Waste or materials as determined by the Contractor"; and

WHEREAS, "Unacceptable Waste" in the GFL Agreement means (a) waste and materials that are not part of the Services contemplated hereunder as determined by Contractor, (b) Hazardous Waste, Biomedical Waste, Special Waste, fluorescent lights, automotive batteries, paints, paint solvents, unemptied aerosol cans, compressed gas cylinders, large engine parts, small engines containing oils or fuels, chemicals, large glass panes, large tree debris, stumps, ammunition of any type, dead animals larger than 10 lbs., and firearms, (c) waste of which the acceptance and handling by Contractor would cause a violation of any permit condition, legal or regulatory requirement, substantial damage to Contractor's vehicles, equipment or facilities, or present; and

WHEREAS, the GFL Agreement provides for 95 gallon cart containers for solid waste and for recycling in place of the current requirements for garbage containers or bags not to exceed 50 pounds per container or 33 gallons, and so requiring revision of Section 308-22 in order to be consistent with the GFL Agreement; and

WHEREAS, the Building, Zoning and Ordinance Committee having recommended to the Village Board the adoption of an ordinance amending Chapter 308 modifying Sections 308-1, 308-5, 308-13 and 308-22 of the Code of Ordinances to be consistent with the GFL Agreement; and

WHEREAS, the Village Board having considered the recommendation of the Building, Zoning and Ordinance Committee and having determined that it is appropriate to amend Chapter 308 modifying Sections 308-1, 308-5, 308-13 and 308-22 of the Code of Ordinances to be consistent with the GFL Agreement.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do hereby ordain as follows:

Section I. Section 308-1. of the Code of Ordinances of the Village of Williams Bay is hereby

amended to add the following definitions:

BIOMEDICAL WASTE.

Any solid or liquid waste which may present a threat of infection to humans, including nonliquid tissue, body parts, blood, blood products, and body fluids from humans and other primates; laboratory and veterinary wastes which contain human disease-causing agents, and discharged sharps. This definition also includes used, absorbent materials saturated with blood, blood products, body fluids, or excretions or secretions contaminated with visible blood; absorbent materials saturated with blood or blood products that have dried; and non-absorbent, disposable devices that have been contaminated with blood, body fluids or secretions or excretions visibly contaminated with blood, but have not been treated by an approved method.

COLLECTOR CONTRACTOR.

The person or entity with whom the Village Board has contracted to provide solid waste and recycling collection and disposal services for the Village.

Section II. Section 308-5 of the Code of Ordinances of the Village of Williams Bay is hereby amended to read as follows:

§ 308-5. Management of lead-acid batteries, major appliances, waste oil, and yard waste and electronic waste. Occupants of single-family and two- to four-unit residence, multiple-family dwellings and nonresidential facilities and properties shall manage lead acid batteries, major appliances, waste oil, and yard waste and electronic waste as follows:

~~A. Lead-acid batteries with intact cases shall be placed next to the recycling bin.~~

A. Major appliances shall be taken to the Village Garage during its hours of operation only. Freon must be removed from freezers, refrigerators or dehumidifiers in a legally permissible manner by an appropriate licensed facility or handler with the appropriate written certification provided to the Village that the Freon has been legally removed prior to placement at the Village Garage.

B. As an alternative to the occupant taking major appliances to the Village Garage, the occupant may purchase from the office of the Village Clerk, a major appliance sticker at a fee to be established from time to time by the Village Board and affix the sticker to the major appliance at the occupant's residence. Thereafter, the Village crew will pick up the major appliance and transport the major appliance to the Village Garage.

~~B. Waste oil shall be placed in a clean covered receptacle and placed next to the recycling bin.~~

C. Yard waste to include only leaves, grass clippings, yard and garden debris but excluding all brush, woody vegetative material no greater than six inches in diameter, shall be taken to the Village designated compost site during its hours of operation only.

D. Clean woody vegetative material no greater than six inches in diameter (this material includes branches and small limbs not greater than six inches in diameter) may be put out for collection by the Village crew at curbside by appointment only. Occupants must call the Village Hall and make an appointment for the placement of this type of material at curbside. The Village crew will then pick up the material and chip it, placing the chipped material at the Village designated compost site.

- E. As an alternative, occupants may wish to utilize the leaf collection program to be run by the Village each fall and spring as will be announced in the local official newspaper. Leaves will be collected by Village personnel and thereafter taken to the Village designated compost site.
- F. The Village designated compost site's hours of operation will be established from time to time by the Village Board.
- G. Electronic waste; shall be taken to the location of a collector registered with the Wisconsin Department of Natural Resources as required under § 287.17(7), Wis. Stats. to be recycled.

H.

- H. Waste oil shall be taken to the location of an approved collection facility as required by §287.15 (2), Wis. Stats. to be recycled.
- I. Lead acid batteries shall be taken to the location of the appropriate collection facility as required by §287.18, Wis. Stats. to be recycled.

Section III. §308-13 of the Code of Ordinances of the Village of Williams Bay is amended to read as follows:

§308-13. Non-disposable materials.

It shall be unlawful for any person to place for disposal any of the following wastes: hazardous and toxic wastes, chemicals, explosives, flammable liquids, paint, paint solvents, trees and tree stumps, construction debris, carcasses, biomedical wastes, fluorescent lights and any mercury containing devices and lamps, unemptied aerosol cans, compressed gas cylinders, large engine parts, small engines containing oil or fuel, large glass panes, ammunition, firearms and any items listed in §308-5.

Section IV. §308-5 of the Code of Ordinances of the Village of Williams Bay is amended to read as follows:
§308-5. Specified Containers.

- A. Solid waste shall be placed for collection in a cart furnished by the collector contractor.
- B. Recyclables shall be placed for collection in a cart furnished by the collector contractor.
- C. No solid waste and recyclables shall be placed as herein required at the specified collection point sooner than 24 hours prior to the regularly scheduled collection time or be allowed to remain at the curb longer than 12 hours thereafter.

Section V. 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 _____, 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

First Reading: 07/21/2025
Second Reading: _____
Date Adopted: _____
Date Published: _____

My children were told that they are not allowed to write on the road with sidewalk chalk as it is considered graffiti. I would like the village to grant an exception for sidewalk chalk as it is not permanent and can easily be washed off with water.

Please add this to the next village of Williams Bay meeting agenda.

Ryan Wenzel

387 Fair Oaks Dr.

David Lothspeich

To: Justin Timm
Subject: RE: electric scooters

From: Justin Timm <chief@vi.williamsbay.wi.gov>
Sent: Monday, June 30, 2025 12:02 PM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>
Cc: Mark Schroeder <mschroeder@janesvillelaw.com>
Subject: Re: electric scooters

I agree with Mark on this.

Unless the Village board wants to restrict electric scooters more than the state statute, I find no reason to have duplicate ordinances. This can cause for confusion for both the public as well as our officers.

Respectfully,

Justin P Timm CPM
Chief of Police

Williams Bay Police Department
262.245.2710 (office)
262.581.3061 (mobile)

SMIP Session 75
FBI Trilogy Recipient
WCELEA President

From: David Lothspeich <admin@vi.williamsbay.wi.gov>
Sent: Friday, June 27, 2025 14:39
To: Justin Timm <chief@vi.williamsbay.wi.gov>
Cc: Mark Schroeder <mschroeder@janesvillelaw.com>
Subject: RE: electric scooters

Chief Timm,

Please see below and let us know if you have reasons for amending the Village Code to reference statute.

Thank you,

Dave

David Lothspeich
Village Administrator
Village of Williams Bay | 250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | US
Office: 262-245-2700
Cell: 847-421-7715



<https://www.williamsbay.org/>

From: Mark Schroeder <mschroeder@janesvillelaw.com>
Sent: Friday, June 27, 2025 1:39 PM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>
Subject: RE: electric scooters

I would like to get the input of Chief Timm regarding your question, but unless the village wants to cover something not addressed in the state statutes, I see no reason to have a separate village ordinance if the same subject matter is covered in a state statute which has been incorporated by reference into the code.

Mark A. Schroeder
CONSIGNY LAW FIRM, S.C.
303 East Court Street
Janesville, WI 53545
(608) 755-5050; (608) 755-5057 (Facsimile)
mschroeder@janesvillelaw.com

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From: David Lothspeich <admin@vi.williamsbay.wi.gov>
Sent: Friday, June 27, 2025 11:46 AM
To: Mark Schroeder <mschroeder@janesvillelaw.com>
Subject: RE: electric scooters

Mark,

What is your recommendation. A concern that I have with duplicating what is already in statute is when statute changes or Code does not automatically change. If this isn't likely to occur very often then maybe not a concern. Please let me know.

Thanks,

Dave

David Lothspeich
Village Administrator
Village of Williams Bay | 250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | US
Office: 262-245-2700
Cell: 847-421-7715



From: Mark Schroeder <mschroeder@janesvillelaw.com>
Sent: Wednesday, June 25, 2025 10:00 AM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>
Subject: electric scooters

Dave

You inquired as to the extent to which the village can regulate electric scooters. I would start by noting that the village already has authority to regulate electric scooters to some degree in that the village has adopted by reference Chapters 340-348 of the Wisconsin Statutes. Sections 346.80-340.805 provide regulations regarding the operation of electric scooters.

However, the village can separately address electric scooters by ordinance if it wishes. There is the statutory definition of electric scooter found in state statute 340.01 (15 ps) which could be inserted into the definitions found in Section 145-3E. of the Code. It also provides in state statute 349.237 that the village may, by ordinance, regulate electric scooters consistent with the regulation of bicycles. As a result, the village could make applicable to electric scooters the provisions contained in Section 145-2 and Section 145-3C. of the Code.

Mark A. Schroeder
CONSIGNY LAW FIRM, S.C.
303 East Court Street
Janesville, WI 53545
(608) 755-5050; (608) 755-5057 (Facsimile)
mschroeder@janesvillelaw.com

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**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-46-25**

**A RESOLUTION AUTHORIZING THE REPLACEMENT OF THE EXISTING STOP SIGN WITH AN
ILLUMINATED BORDER STOP SIGN ON LEICHTY DRIVE AT S. WALWORTH AVENUE**

WHEREAS, the Village of Williams Bay is responsible for the approval and installation of traffic control devices and has adopted the State of Wisconsin traffic regulations by reference; and

WHEREAS, the State of Wisconsin traffic regulations authorize municipalities to establish and post traffic stop signs on village streets; and

WHEREAS, on June 11, 2025, the Village Streets & Highways Committee considered and recommended approval of replacing the existing stop sign with a stop sign with illuminated border on Leighty Drive at S. Walworth Avenue; and

WHEREAS, on July 7, 2025, the Village Finance & Personnel Committee considered and supported the expenses for the installation of this replacement stop sign; and

WHEREAS, on July 21, the Village of Williams Village Board, as recommended by the Village Streets & Highways and Finance and Personnel Committees, determined that it is in the best interests of the Village and its residents to authorize the installation of the replacement illuminated stop sign.

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 authorizes the installation of the recommended illuminated stop sign, therefore.

Approved by the Village Board of the Village of Williams Bay this 21st day of July 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-47-25**

**A RESOLUTION AUTHORIZING THE INSTALLATION OF A PEDESTRIAN CROSSWALK AND
ASSOCIATED CROSSWALK SIGNS ON E. GENEVA STREET AT POTAWATOMI ROAD**

WHEREAS, the Village of Williams Bay is responsible for the approval and installation of traffic control devices and has adopted the State of Wisconsin traffic regulations by reference; and

WHEREAS, the State of Wisconsin traffic regulations authorize municipalities to establish and install pedestrian crosswalks on village streets; and

WHEREAS, on June 11, 2025, the Village Streets & Highways Committee considered and recommended approval of the installation of a pedestrian crosswalk on E. Geneva Street at Potawatomi Road with a center lane removable "Stop for Pedestrians" sign and "Pedestrian Crosswalk Ahead" traffic signs for westbound and eastbound traffic on E. Geneva Street in advance of the crosswalk; and

WHEREAS, on July 7, 2025, the Village Finance & Personnel Committee considered and recommended approval of the expenses associated with the installation of these improvements; and

WHEREAS, on July 21, the Village of Williams Village Board, as recommended by the Village Streets & Highways and Finance & Personnel Highways Committees, determined that it is in the best interests of the Village and its residents to authorize the installation of the pedestrian crosswalk and associated traffic signs.

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 authorizes the recommended pedestrian crosswalk and signs, therefore.

Approved by the Village Board of the Village of Williams Bay this 21st day of July 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

Document No.

**EASEMENT UNDERGROUND
ELECTRIC AND COMMUNICATION**

The undersigned **Village of Williams Bay, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, (hereinafter called the "Grantor")**, in consideration of the sum of one dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, convey and warrant unto **Wisconsin Power and Light Company, a Wisconsin corporation, (hereinafter called the "Grantee")**, the Grantee's successors and assigns, the perpetual right and easement to construct, install, maintain, operate, repair, inspect, replace, add, relocate and remove the Designated Facilities, as defined below, upon, in, over, through and across lands owned by the Grantor on that certain Warranty Deed as recorded on April 13, 1931, as Document Number 259551; on that certain Warranty Deed as recorded on October 26, 1964, as Document Number 564777; and on that certain Warranty Deed as recorded on February 8, 1968, as Document Number 599625 in the office of the Register of Deeds for Walworth County, Wisconsin **in the Village of Williams Bay, County of Walworth, State of Wisconsin**, said "Easement Area" to be **10** feet in width and described as follows:

Part of the Southeast Quarter (SE¼) of Section 36, Township 2 North, Range 16 East, AND Part of the Northwest Quarter of the Northeast Quarter (NW¼ NE¼) of Section 1, Township 1 North, Range 16 East, Village of Williams Bay, Walworth County, Wisconsin. More particularly described on Exhibit "A" attached hereto and incorporated by reference herein.

This easement is subject to the following conditions:

1. **Designated Facilities:** This easement is for underground electric line and underground communication line facilities, including but not limited to conduit, cables, above ground electric pad-mount transformers, secondary pedestals, riser equipment, and any other components as Grantee may select for use in transmitting electricity or communication signals (collectively, the "Designated Facilities").
2. **Access:** The Grantee and its agents shall have the right of reasonable ingress and egress to, over and across the Grantor's land adjacent to the Easement Area.
3. **Buildings and Structures:** The Grantor agrees within the Easement Area not to construct or place buildings, structures, or other improvements, or place water, sewer or drainage facilities; all without the express written consent of the Grantee.
4. **Landscaping and Vegetation:** No plantings and landscaping are allowed within the Easement Area that will interfere with the easement rights herein granted. The Grantee has the right to trim or remove trees, bushes and brush within the Easement Area without replacement or compensation hereinafter. The Grantee may treat the stumps of any trees, bushes or brush to prevent re-growth and apply herbicides in accordance with applicable laws, rules and regulations, for tree and brush control.
5. **Elevation:** After the installation of the facilities and final grading of the Easement Area, the Grantor agrees not to alter the grade of the existing ground surface by more than six (6) inches or place rocks or boulders more than eight (8) inches in diameter, within the Easement Area, without the express written consent of the Grantee.
6. **Restoration and Damages:** The Grantee shall restore, cause to have restored or pay a reasonable sum for all damages to property, crops, fences, livestock, lawns, roads, fields and field tile (other than trees trimmed or cut down and removed), caused by the construction, maintenance or removal of said facilities.
7. **Rights not granted to the Grantee:** The Grantee shall not have the right to construct or place fences, buildings or any other facilities other than the above Designated Facilities.
8. **Reservation of use by the Grantor:** The right is hereby expressly reserved to the Grantor, the heirs, successors and assigns, of every use and enjoyment of said land within the Easement Area consistent with rights herein granted.
9. **Binding Effect:** This agreement is binding upon the heirs, successors and assigns of the parties hereto, and shall run with the lands described herein.
10. **Easement Brochure:** As provided by PSC 113, the Grantor shall have a minimum period of five days to examine materials approved or provided by the Public Service Commission of Wisconsin describing the Grantor's rights and options in the easement negotiating process. The Grantor hereby voluntarily waives the five day review period or acknowledges that they have had at least five days to review such materials.

Record this document with the Register of Deeds

Name and Return Address:

Alliant Energy
Attn: Real Estate Department
4902 North Biltmore Lane
Madison, WI 53718-2148

Parcel Identification Number(s)

WWUP 00021; WWUP 00023

WITNESS the signature(s) of the Grantor this _____ day of _____, 20_____.

VILLAGE OF WILLIAMS BAY

_____(SEAL)
Signature

Printed Name and Title

_____(SEAL)
Signature

Printed Name and Title

ACKNOWLEDGEMENT

STATE OF WISCONSIN }
COUNTY OF _____ } SS

Personally came before me this _____ day of _____, 20_____, the above named _____
_____, as _____ for the Village of
Williams Bay to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Signature of Notary

Printed Name of Notary

Notary Public, State of Wisconsin

My Commission Expires (is) _____

This instrument drafted by

Haley Long - JCG Land Services, Inc.

Checked by

Justin DeVries - JCG Land Services, Inc.

June 10, 2025

Project Title:	Walworth
Work Order #:	1041929
Tract No.:	
REROW No.:	

Exhibit "A"

An Easement Area ten (10) feet in width, being five (5) feet on each side of the following described centerline:

The centerline of Grantee's Designated Facilities, as constructed, being part of the East thirty (30) acres of the South one-half of the South one-half of the Southeast Quarter, Section Thirty-six (36), Town Two (2) North, Range Sixteen (16) East, together with the right of way for vehicles of all kinds, pedestrians, animals, conveyances, power equipment and power and telephone lines over a strip of land at least eighteen (18) feet in width, the West side of which strip of real estate shall be a line described as follows, to-wit:

Beginning at a point 1468 feet due west of the Southeast corner of the South one-half of the South one-half of the Southeast Quarter of Section Thirty-six (36), Town Two (2) North, Range Sixteen (16) East, thence South Nine (9°) degrees West, ninety-eight (98) feet to a point, thence South thirty-four degrees twenty minutes West, 265 feet to the South east and west line of the North one-half of the North one-half of the Northwest quarter of the Northeast Quarter of Section One (1), Town One (1) North, Range Sixteen (16) East. This point being the intersection of said South, East and West line with the west line of Valley Street in Carlsons Addition to the Village of Williams Bay. Said right of way privileges to be granted the village until this municipality shall establish or cause to be established a road in the S.½ of the S½ of the SE¼ of Sec. 36, Tsp. 2 N., R. 16 E. which shall connect any of the streets of the village with the point of beginning of said right of way described above.

EXCEPT The East 264 feet of the West 10 acres of the South Half of the South Half of the Southeast Quarter (S½S½SE¼) of Section Thirty-six (36), Township Two (2) North, Range Sixteen (16) East, containing 4 acres, more or less; more particularly described as follows, to-wit: A part of the West Ten (10) acres of the South Half (S½) of the South Half (S½) of the Southeast Quarter (SE¼) of Section Thirty-six (36), Township Two North (T2N), Range Sixteen East (R16E) in the Township of Delavan, described as follows, to-wit: Commencing at the Northeast (NE) corner of said ten (10) acres, run thence West Two Hundred Sixty-four Feet (264') to a point, thence South Six Hundred Sixty Feet (660') to the North limits of the Village of Williams Bay, thence East Two Hundred Sixty-four Feet (264') to the East limits of said piece, thence North in the East limits to the place of beginning.

ALSO EXCEPTING Lot 1 of Certified Survey Map No. 1641, part of the SE ¼ of the SE ¼ of Sec. 36, T 2N, R 16E, Village of Williams Bay, Walworth County, Wisconsin. As recorded on November 25, 1987, in Volume 7, at page 333 in the Register of Deeds office for Walworth County, Wisconsin.

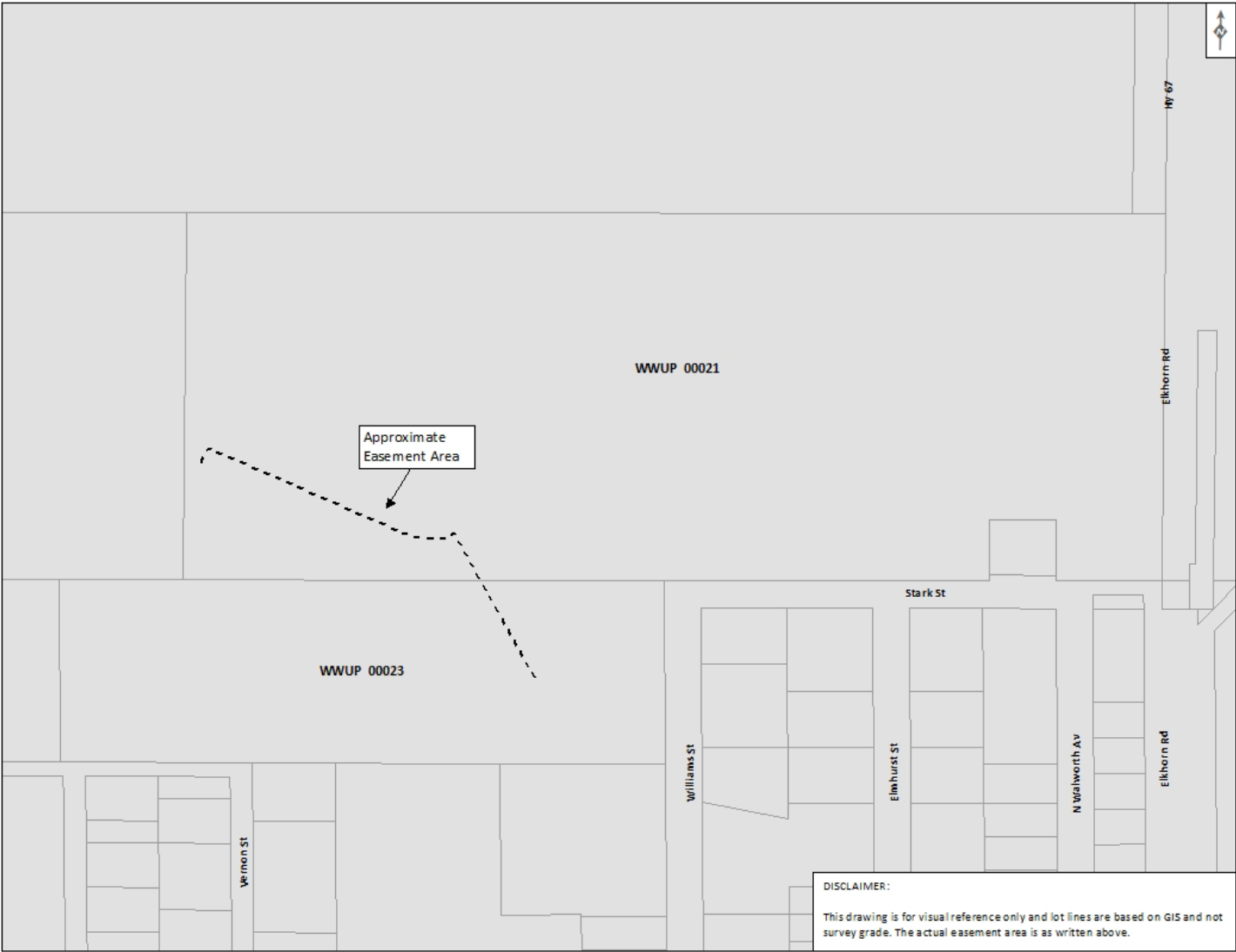
AND part of the North Half (N½) of the North Half (N½) of the Northwest Quarter (NW¼) of the Northeast Quarter (NE¼)

EXCEPTING therefrom the West five (5) acres thereof in Section One (1), Township One (1) North, Range Sixteen (16) East.

AND part of a parcel of land located in the NE¼ of Section 1 T1N R16E described as follows, to-wit: Commencing at the Northwest corner of Lot 2 in Block 8 of Williams 1st Addition to Williams Bay; thence North 1062.6 feet to the North line of said Section 1; thence West along the section line 66 feet to the West line of Williams Street and the place of beginning of the land to be described; thence continue West along the North line of said Section 1, 427.87 feet to the Northwest corner of the land owned by Henry and Helen Stark; thence South along the West line of land owned by Henry and Helen Stark, 330 feet; thence East 427.87 feet more or less to the West line of Williams Street; thence North along the West line of said street 330 feet to the place of beginning.

All in the Village of Williams Bay.

Exhibit "A"



RESOLUTION NO. R-44-25

RESOLUTION APPROVING THE FIRST AMENDMENTS TO THE VILLAGE OF WILLIAMS BAY BUDGET FOR YEAR 2025 AND AUTHORIZING A LOAN FROM GENERAL FUND UNASSIGNED RESERVES TO POLICE DEPARTMENT REFERENDUM FUND FOR POLICE DEPARTMENT HIRING OF ONE POLICE OFFICER IN 2025

WHEREAS, in January 2025 the Village Board of the Village of Williams Bay approved Resolution R-03-2025 finding that it was in the best interests of the residents of the village, their invitees and visitors to the village to provide increased resources for the Police Department to fund additional officer and additional resources to support those officer; and

WHEREAS, the Village Board of the Village of Williams Bay found that the village was unable to fund the cost of providing increased resources for the Police Department to fund additional officers and additional resources to support those officers by increasing the levy, due to the limitations imposed by Wis. Stat. Sec. 66.0602 (2); and

WHEREAS, the Village Board of the Village of Williams Bay found that it was appropriate to submit to the electorate a referendum to request authority to increase the levy limit by 10.085% on an ongoing basis to provide the funding for the provision of increased resources for the Police Department to fund additional officers and additional resources to support those officers; and

WHEREAS, the Village of Williams Bay electorate approved the referendum to increase the funding for the next fiscal year, 2026, for the purpose of funding the provision of increased resources for the Police Department to fund additional officers and additional resources to support those officers, the levy be increased 10.085%, resulting in a levy of \$4,366,249 and that the increase of \$399,980 be included for each fiscal year going forward; and

WHEREAS, the Village of Williams Bay established a new "Police Department 2025 Referendum Fund" to segregate all revenues and expenditures associated with the hiring of the additional officers; and

WHEREAS, the Village of Williams Bay Protective Services Committee and Finance & Personnel Committee recommended the recruitment and hiring of an additional police officer in 2025 to be initially funded through a loan from the General Fund Unassigned Reserves with the full repayment of this loan from the Police Department 2025 Referendum Fund to the General Fund in 2026; and

WHEREAS, the Village of Williams Bay Finance & Personnel Committee determined that the Police Department 2025 Referendum Fund will have sufficient revenues to fully repay the General Fund in 2026.

NOW, THEREFORE, the Village Board of the Village of Williams Bay do resolve as follows:

1. Approves the amendments to the Village Budget 2025 (**Exhibit A**) and authorizes treasurer to transfer amounts necessary from the General Fund to the Police Department 2025 Referendum Fund in an amount not to exceed \$49,707 for the hiring of an additional police officer in 2025.
2. Authorizes the treasurer to transfer amounts necessary from the Police Department 2025 Referendum Fund to fully reimburse the General Fund in an amount not to exceed \$49,707 from the \$399,980 Police Department 2025 Referendum tax levy funds in year 2026 and to be included in the Village Budget 2026.
3. To commence recruitment of the Lieutenant position subject to approval of hiring and funding by the Village Board of Trustees.

Approved by the Village Board of the Village of Williams Bay this 2st day of July 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

FIRST AMENDED VILLAGE BUDGET 2025
RE: POLICE DEPARTMENT HIRING OF POLICE OFFICER (REFERENDUM)

DRAFT

7/1/2025	REVENUES - PD REFERENDUM AMENDMENT			2025 BUDGET VS
Account	Title	APPROVED BUDGET 2025	AMENDMENT 1 BUDGET 2025	2025 AMENDMENT \$ DIFF
	GENERAL FUND:			
100-41100	GENERAL FUND - PROPERTY TAX LEVY:	\$1,793,544	\$1,793,544	\$0
100-41101	DELINQUENT PP TAX (R)	\$50	\$50	\$0
100-41102	INT ON DELINQUENT PP TAX (R)	\$0	\$0	\$0
100-41103	TAX LEVY-EMERGENCY MGMT SERVIC (R)	\$0	\$0	\$0
100-41104	UTILITY TAX EQUIVALENT (R)	\$77,000	\$77,000	\$0
100-41105	ROOM TAX (R)	\$75,000	\$75,000	\$0
100-41106	CABLE FRANCHISE FEES (R)	\$51,000	\$51,000	\$0
100-41110	MERCY PILOT (R)	\$56,000	\$56,000	\$0
100-41111	WLC PILOT (R)	\$37,500	\$37,500	\$0
100-41200	COUNTY AND MUNICIPAL AID (R)	\$30,600	\$30,600	\$0
100-41201	SUPPLEMENTAL CTY & MUNICPL AID (R)	\$82,000	\$82,000	\$0
	GEN FUND - OTHER TAXES:	\$409,150	\$409,150	\$0
100-42001	EXEMPT COMPUTER AID (R)	\$500	\$500	\$0
100-42002	STATE SHARED REVENUE (R)	\$64,000	\$64,000	\$0
100-42006	TRANSPORTATION AID (R)	\$210,000	\$210,000	\$0
100-42007	POLICE TRAINING FROM STATE (R)	\$1,400	\$1,400	\$0
100-42008	OTHER STATE AIDS (R)	\$24,000	\$24,000	\$0
100-42009	POLICE GRANT FROM CTY (R)	\$3,000	\$3,000	\$0
100-42010	POLICE SRO REVENUE (R)	\$67,000	\$67,000	\$0
100-42020	LAND USE CONVERSION FEES (R)	\$0	\$0	\$0
	GEN FUND - INTERGOVERNMENTAL:	\$369,900	\$369,900	\$0
100-43001	LIQUOR/BEER LICENSE (R)	\$6,300	\$6,300	\$0
100-43002	OPERATOR LICENSE (R)	\$2,200	\$2,200	\$0
100-43006	BUILDING PERMITS (R)	\$80,000	\$80,000	\$0
100-43007	ELECTRICAL PERMITS (R)	\$17,000	\$17,000	\$0
100-43008	PLUMBING PERMITS (R)	\$20,000	\$20,000	\$0
100-43009	ROOM TAX PERMIT (R)	\$600	\$600	\$0
100-43013	RENTAL PROP ADMIN (R)	\$0	\$0	\$0
100-43014	CIGARETTE LICENSE (R)	\$300	\$300	\$0
100-43015	ZONING AND PLANNING FEES (R)	\$20,000	\$20,000	\$0
100-43016	TREE PERMIT (R)	\$6,000	\$6,000	\$0
100-43018	DOG LICENSE (R)	\$1,000	\$1,000	\$0
100-43021	TOURIST ROOMING HOUSE PERMIT (R)	\$8,100	\$8,100	\$0
100-43022	SHORT TERM RENTAL PERMIT (R)	\$19,000	\$19,000	\$0
100-43025	TRANSIENT MERCHANT PERMIT (R)	\$150	\$150	\$0
100-43090	INVOICED SERVICE PAYMENTS (R)	\$124,000	\$124,000	\$0
	GEN FUND - LICENSES & PERMITS:	\$304,650	\$304,650	

7/1/2025	REVENUES - PD REFERENDUM AMENDMENT			2025 BUDGET VS
Account	Title	APPROVED BUDGET 2025	AMENDMENT 1 BUDGET 2025	2025 AMENDMENT \$ DIFF
100-44040	POLICE GEN REVENUE (R)	\$250	\$250	\$0
100-44049	SPECIAL ASSESSMENT LETTERS (R)	\$4,000	\$4,000	\$0
100-44060	STREET OPENING PERMIT (R)	\$1,000	\$1,000	\$0
100-44090	DONATION/SPONSORSHIP REVENUE (R)	\$6,000	\$6,000	\$0
100-44092	RECREATION MISC REVENUE (R)	\$3,700	\$3,700	\$0
100-44093	SPORTS CAMP REVENUE	\$0	\$0	\$0
100-44094	ATHLETIC PROGRAM REVENUE (R)	\$12,000	\$12,000	\$0
100-44095	TENNIS REVENUE	\$0	\$0	\$0
100-44096	GOLF REVENUE	\$0	\$0	\$0
100-44098	REC DEPT PROGRAM REVENUE (R)	\$15,000	\$15,000	\$0
100-44100	BASEBALL/SOFTBALL REG FEES	\$0	\$0	\$0
100-44101	REC DEPT EVENTS/TRIPS (R)	\$500	\$500	\$0
100-44102	ADULT PROGRAM REVENUE	\$0	\$0	\$0
100-44103	SUMMER PROGRAM REVENUE	\$0	\$0	\$0
100-44106	DONATION/SPONSORSHIP REVENUE (R)	\$0	\$0	\$0
100-44107	FACILITY RENTAL REVENUE (R)	\$9,300	\$9,300	\$0
100-44108	EDGEWATER DEPOSIT (R)	\$0	\$0	\$0
100-44301	WATERWAY MARKERS (R)	\$6,300	\$6,300	\$0
100-44620	LAKEFRONT/ShORE INCOME (R)	\$16,000	\$16,000	\$0
100-44621	BEACH REVENUE (R)	\$85,000	\$85,000	\$0
100-44622	LAUNCH REVENUE (R)	\$210,000	\$210,000	\$0
100-44623	HORVATH DRY STORAGE REVENUE (R)	\$25,300	\$25,300	\$0
100-44625	TOWN OF LINN BEACH REVENUE (R)	\$15,000	\$15,000	\$0
100-44630	KAYAK/PADDLEBOARD RENTAL FEES (R)	\$15,000	\$15,000	\$0
GEN FUND - CHARGES FOR SERVICES:		\$424,350	\$424,350	\$0
100-45001	COURT FINE REVENUE (R)	\$26,000	\$26,000	\$0
100-45002	PARKING TICKET REVENUE (R)	\$8,000	\$8,000	\$0
GEN FUND - FINES & FORFEITURES:		\$34,000	\$34,000	\$0
100-46000	WEED AND NUISANCE CONTROL (R)	\$750	\$750	\$0
100-48004	INTEREST ON INVESTMENTS - RESERVES (R)	\$48,680	\$48,680	\$0
100-48013	BOAT SLIP RENTAL (R)	\$286,000	\$286,000	\$0
100-48014	MISCELLANEOUS DONATIONS (R)	\$0	\$0	\$0
100-48015	GENEVA LK LAW ENFORCEMENT AGCY (R)	\$32,000	\$32,000	\$0
100-48016	MUNICIPAL BUSINESS LEASE PYMT (R)	\$1,000	\$1,000	\$0
100-48020	GLEA CBCW GRANT	\$2,400	\$2,400	\$0
GEN FUND - COMMERCIAL:		\$370,830	\$370,830	\$0
100-49001	AURORA DONATION (R)	\$0	\$0	\$0
100-49002	INSURANCE PAYMENTS/REBATE (R)	\$2,500	\$2,500	\$0
100-49003	SALE OF VGE ASSET (R)	\$1,000	\$1,000	\$0
100-49009	GENERAL MISC UNCLASS (R)	\$500	\$500	\$0
100-49200	OPERATING TRANSFER (R)	\$0	\$0	\$0
100-49999	BOND ISSUE PROCEEDS (R)	\$0	\$0	\$0
110-42004	POLICE DONATIONS (R)	\$0	\$0	\$0
110-49200	OPERATING TRANSFER IN (R)	\$0	\$0	\$0
GEN FUND - MISCELLANEOUS:		\$4,000	\$4,000	\$0
GENERAL FUND - REVENUES:		\$3,710,424	\$3,710,424	\$0
GENERAL FUND - EXPENDITURES:		\$3,710,424	\$0	
GENERAL FUND - TOTAL:		(\$0)	\$3,710,424	

7/1/2025	REVENUES - PD REFERENDUM AMENDMENT			2025 BUDGET VS
Account	Title	APPROVED BUDGET 2025	AMENDMENT 1 BUDGET 2025	2025 AMENDMENT \$ DIFF
120-42004	EMS IGA FUNDS (R)	\$928,077	\$928,077	\$0
120-49200	OPERATING TRANSFER IN (R)	\$121,923	\$121,923	\$0
	IGA EMS FUND - REVENUES:	\$1,050,000	\$1,050,000	\$0
	IGA EMS FUND - EXPENSES:	\$0	\$0	
	IGA EMS FUND - TOTAL:	\$1,050,000	\$1,050,000	
130-42004	POLICE DEPARTMENT 2025 REFERENDUM (r)	\$0	\$0	\$0
130-49200	PD 2025 REFERENDUM - REVENUES:	\$0	\$0	\$0
	OPERATING TRANSFER IN UNALLOCATED GEN FUND 2	\$0	\$49,707	(\$49,707)
	PD 2025 REFERENDUM - EXPENDITURES:	\$0	\$49,707	(\$49,707)
	PD F2025 REFERENDUM - TOTAL:	\$0	\$0	

7/1/2025	EXPENDITURES - PD REFERENDUM AMENDMENT			2025 BUDGET VS
		APPROVED	AMENDMENT 1	2025 AMENDMENT 1
Account	Title	BUDGET 2025	BUDGET 2025	\$ DIFF
100-51110-110	VILLAGE BOARD WAGES (E)	\$22,100	\$22,100	\$0
100-51110-121	VILLAGE BOARD FICA (E)	\$1,700	\$1,700	\$0
100-51110-130	VILLAGE BOARD OTHER EXPENSE (E)	\$1,000	\$1,000	\$0
100-51210-110	MUNICIPAL COURT WAGES (E)	\$9,300	\$9,300	\$0
100-51210-121	MUNICIPAL COURT FICA (E)	\$770	\$770	\$0
100-51210-130	MUNICIPAL COURT OTHER EXPENSE (E)	\$0	\$0	\$0
100-51210-150	MUNICIPAL COURT IT FEES (E)	\$1,500	\$1,500	\$0
100-51210-160	MUNICIPAL COURT SUPPLIES (E)	\$0	\$0	\$0
100-51210-161	MUNICIPAL COURT POSTAGE (E)	\$0	\$0	\$0
100-51210-190	MUNICIPAL COURT TRAINING (E)	\$0	\$0	\$0
100-51400-00	RECRUITING FEES	\$0	\$0	\$0
100-51405-000	BILLABLE SERVICES (E)	\$109,000	\$109,000	\$0
100-51410-110	GEN ADMIN WAGES (E)	\$170,346	\$170,346	\$0
100-51410-115	GEN ADMIN UNEMPLOYMENT	\$0	\$0	\$0
100-51410-121	GEN ADMIN FICA (E)	\$13,091	\$13,091	\$0
100-51410-122	GEN ADMIN RETIREMENT (E)	\$11,938	\$11,938	\$0
100-51410-123	GEN ADMIN HEALTH INSURANCE (E)	\$34,976	\$34,976	\$0
100-51410-124	GEN ADMIN LIFE INSURANCE (E)	\$750	\$750	\$0
100-51410-127	GEN ADMIN HSA FUNDING (E)	\$7,250	\$7,250	\$0
100-51410-130	GEN ADMIN IT EXPENSE (E)	\$4,000	\$4,000	\$0
100-51410-150	GEN ADMIN REPAIRS/MAINT (E)	\$0	\$0	\$0
100-51410-160	GEN ADMIN SUPPLIES (E)	\$10,000	\$10,000	\$0
100-51410-161	GEN ADMIN POSTAGE (E)	\$6,500	\$6,500	\$0
100-51410-162	GEN ADMIN COPIER EXPENSE (E)	\$3,600	\$3,600	\$0
100-51410-190	GEN ADMIN TRAINING (E)	\$7,000	\$7,000	\$0
100-51410-200	GEN ADMIN TELEPHONE (E)	\$4,000	\$4,000	\$0
100-51410-210	GEN ADMIN PUBLICATIONS (E)	\$3,500	\$3,500	\$0
100-51410-300	GEN ADMIN CODIFICATION (E)	\$6,200	\$6,200	\$0
100-51412-000	ELECTION EXPENSE (E)	\$3,000	\$3,000	\$0
100-51412-110	ELECTION WAGES (E)	\$7,000	\$7,000	\$0
100-51412-121	ELECTION FICA (E)	\$30	\$30	\$0
100-51414-000	SOFTWARE LICENSE & IT SUPPORT (E)	\$30,000	\$30,000	\$0
100-51414-100	LASERFICHE EXPENSE (E)	\$3,100	\$3,100	\$0
100-51415-000	LEAGUE EXPENSES/DUES (E)	\$3,000	\$3,000	\$0
100-51510-000	INSURANCE EXPENSE (E)	\$66,000	\$66,000	\$0
100-51520-000	ASSESSOR CONTRACT (E)	\$30,000	\$30,000	\$0
100-51521-000	PROPERTY ASSESSMENT	\$0	\$0	\$0
100-51560-000	CONTINGENCY (E)	\$34,326	\$34,326	\$0
100-51570-000	AUDIT	\$28,150	\$28,150	\$0
100-51610-000	LEGAL	\$35,000	\$35,000	\$0
100-51650-000	MISCELLANEOUS - AUDIT	\$0	\$0	\$0
100-51720-150	LIONS FIELD HOUSE REPAIR/MAINT (E)	\$2,000	\$2,000	\$0
100-51720-160	LIONS FIELD HOUSE SUPPLIES (E)	\$700	\$700	\$0
100-51720-170	LIONS FIELD HOUSE GAS (E)	\$1,800	\$1,800	\$0
100-51720-171	LIONS FIELD HOUSE ELECTRIC (E)	\$1,800	\$1,800	\$0
100-51720-173	LIONS FIELD HOUSE W&S (E)	\$1,000	\$1,000	\$0
100-51720-175	JANITORIAL SERVICES (E)	\$5,800	\$5,800	\$0
100-51720-200	LIONS FIELD HOUSE TELEPHONE (E)	\$0	\$0	\$0
100-51730-150	VH BLDG REPAIRS/MAINT (E)	\$5,000	\$5,000	\$0
100-51730-160	VH BLDG SUPPLIES (E)	\$2,000	\$2,000	\$0
100-51730-170	VH BLDG GAS (E)	\$2,500	\$2,500	\$0
100-51730-171	VH BLDG ELECTRIC (E)	\$8,000	\$8,000	\$0
100-51730-173	VH BLDG WATER & SEWER (E)	\$2,000	\$2,000	\$0
100-51730-175	JANITORIAL SERVICES (E)	\$8,000	\$8,000	\$0
100-51920-000	LEAGUE EXPENSES/DUES (E)	\$0	\$0	\$0
100-51965-000	WMS BAY BUSINESS ASSOC (E)	\$52,500	\$52,500	\$0
100-51970-000	SHORT TERM RENTAL ADMIN (E)	\$6,600	\$6,600	\$0
100-51990-000	EMPLOYEE RECOGNITION	\$3,025	\$3,025	\$0
GENERAL FUND - ADMINISTRATION:		\$770,852	\$770,852	\$0
100-52120-110	POLICE WAGES (E)	\$726,500	\$726,500	\$0
100-52120-111	POLICE PT SHIFT PREMIUM (E)	\$500	\$500	\$0
100-52120-112	POLICE OT WAGES (E)	\$60,000	\$60,000	\$0
100-52120-113	POLICE DBL OT WAGES (E)	\$0	\$0	\$0

7/1/2025	EXPENDITURES - PD REFERENDUM AMENDMENT			2025 BUDGET VS
		APPROVED	AMENDMENT 1	2025 AMENDMENT 1
Account	Title	BUDGET 2025	BUDGET 2025	\$ DIFF
100-52120-121	POLICE FICA (E)	\$61,000	\$61,000	\$0
100-52120-122	POLICE RETIREMENT (E)	\$116,000	\$116,000	\$0
100-52120-123	POLICE HEALTH INSURANCE (E)	\$164,000	\$164,000	\$0
100-52120-124	POLICE LIFE INSURANCE (E)	\$1,000	\$1,000	\$0
	EDUCATION INCENTIVE €	\$8,500	\$8,500	\$0
100-52120-125	POLICE UNIFORMS (E)	\$10,000	\$10,000	\$0
100-52120-127	POLICE HSA FUNDING (E)	\$35,000	\$35,000	\$0
100-52120-130	POLICE IT EXPENSE (E)	\$58,766	\$58,766	\$0
100-52120-150	POLICE REPAIRS/MAINT (E)	\$11,665	\$11,665	\$0
100-52120-160	POLICE SUPPLIES (E)	\$5,300	\$5,300	\$0
100-52120-161	POLICE POSTAGE/CONFINEMENT (E)	\$650	\$650	\$0
100-52120-180	POLICE FUEL (E)	\$21,000	\$21,000	\$0
100-52120-190	POLICE TRAINING (E)	\$23,451	\$23,451	\$0
100-52120-200	POLICE TELEPHONE (E)	\$6,500	\$6,500	\$0
100-52120-210	POLICE COMMUNITY PROGRAMS (E)	\$3,000	\$3,000	\$0
100-52120-220	POLICE LICENSE SUPENSION FEE (E)	\$0	\$0	\$0
100-52120-300	STUDENT RESOURCE OFFICER (E)	\$0	\$0	\$0
100-52120-400	POLICE ACADEMY EXPENSES (E)	\$0	\$0	\$0
100-52130-110	WATER SAFETY PATROL (E)	\$33,000	\$33,000	\$0
100-52130-120	GENEVA LAKE ENVIRONMENTAL AGCY (E)	\$45,000	\$45,000	\$0
100-52130-130	GENEVA LAKE LAW ENFORCEMENT (E)	\$75,000	\$75,000	\$0
100-52130-140	SIREN MAINTENANCE (E)	\$0	\$0	\$0
100-52130-150	EMERGENCY MANAGEMENT (E)	\$1,200	\$1,200	\$0
100-52320-106	FIRE DEPT OFFICER PAY (E)	\$25,700	\$25,700	\$0
100-52320-107	FIRE DEPT MEETING PAY (E)	\$3,700	\$3,700	\$0
100-52320-108	FIRE DEPT DRILL PAY (E)	\$10,260	\$10,260	\$0
100-52320-109	FIRE DEPT CALLS PAY (E)	\$16,000	\$16,000	\$0
100-52320-110	FIRE/RESCUE UNEMPLOYMENT (E)	\$100	\$100	\$0
100-52320-120	FIRE DEPT TRAINING PAY (E)	\$1,250	\$1,250	\$0
100-52320-121	FIRE DEPT FICA (E)	\$4,350	\$4,350	\$0
100-52320-122	FIRE DEPT RETIREMENT (E)	\$850	\$850	\$0
100-52320-130	FIRE DEPT IT (E)	\$1,200	\$1,200	\$0
100-52320-150	FIRE DEPT REPAIRS/MAINT (E)	\$16,000	\$16,000	\$0
100-52320-160	FIRE DEPT SUPPLIES (E)	\$6,500	\$6,500	\$0
100-52320-170	FIRE DEPT GAS (E)	\$5,300	\$5,300	\$0
100-52320-171	FIRE DEPT ELECTRIC (E)	\$2,000	\$2,000	\$0
100-52320-173	FIRE DEPT WATER & SEWER (E)	\$800	\$800	\$0
100-52320-180	FIRE DEPT FUEL (E)	\$1,000	\$1,000	\$0
100-52320-190	FIRE DEPT TRAINING/CONFERENCES (E)	\$1,000	\$1,000	\$0
100-52320-200	FIRE DEPT TELEPHONE (E)	\$3,500	\$3,500	\$0
100-52340-106	DIVE TEAM OFFICER PAY (E)	\$960	\$960	\$0
100-52340-107	DIVE TEAM MEETING PAY (E)	\$640	\$640	\$0
100-52340-108	DIVE TEAM DRILL PAY (E)	\$0	\$0	\$0
100-52340-121	DIVE TEAM FICA (E)	\$130	\$130	\$0
100-52340-145	DIVE TEAM TANK MAINTENANCE (E)	\$4,260	\$4,260	\$0
100-52340-146	DIVE SUIT EXPENSE (E)	\$0	\$0	\$0
100-52340-150	DIVE TEAM REPAIRS/MAINT (E)	\$300	\$300	\$0
100-52340-190	DIVE TEAM TRAINING (E)	\$800	\$800	\$0
100-52360-106	RESCUE DEPT OFFICER PAY (E)	\$5,400	\$5,400	\$0
100-52360-107	RESCUE DEPT MEETING PAY (E)	\$700	\$700	\$0
100-52360-108	RESCUE DEPT TRAINING PAY (E)	\$1,000	\$1,000	\$0
100-52360-109	RESCUE DEPT CALLS PAY (E)	\$4,000	\$4,000	\$0
100-52360-110	RESCUE DEPT UNEMPLOYMENT (E)	\$0	\$0	\$0
100-52360-121	RESCUE DEPT FICA (E)	\$900	\$900	\$0
100-52360-122	RESCUE DEPT RETIREMENT (E)	\$100	\$100	\$0
100-52360-130	RESCUE DEPT IT EXPENSE (E)	\$300	\$300	\$0
100-52360-150	RESCUE DEPT REPAIRS/MAINT (E)	\$0	\$0	\$0
100-52360-160	RESCUE DEPT SUPPLIES (E)	\$200	\$200	\$0
100-52360-180	RESCUE DEPT FUEL (E)	\$300	\$300	\$0
100-52360-190	RESCUE DEPT TRAINING (E)	\$500	\$500	\$0
100-52360-200	RESCUE DEPT TELEPHONE (E)	\$600	\$600	\$0
100-53100-160	BLDG INSP SUPPLIES (E)	\$500	\$500	\$0
100-53100-210	ZONING INSPECTION CONTRACT (E)	\$25,000	\$25,000	\$0
100-53100-211	BLDG INSPECTION CONTRACT (E)	\$93,600	\$93,600	\$0

7/1/2025	EXPENDITURES - PD REFERENDUM AMENDMENT			2025 BUDGET VS
		APPROVED	AMENDMENT 1	2025 AMENDMENT 1
Account	Title	BUDGET 2025	BUDGET 2025	\$ DIFF
100-53100-215	CODE ENFORCEMENT CONTRACT (E)	\$33,000	\$33,000	\$0
100-53100-220	STR ENFORCEMENT CONTRACT (E)	\$7,000	\$7,000	\$0
	GEN FUND - PUBLIC SAFETY:	\$1,746,732	\$1,746,732	\$0
100-54100-110	DPW ADMIN WAGES (E)	\$47,500	\$47,500	\$0
100-54100-121	DPW ADMIN FICA (E)	\$3,600	\$3,600	\$0
100-54100-122	DPW ADMIN RETIREMENT (E)	\$3,300	\$3,300	\$0
100-54100-123	DPW ADMIN HEALTH INSURANCE (E)	\$12,600	\$12,600	\$0
100-54100-124	DPW ADMIN LIFE INSURANCE (E)	\$100	\$100	\$0
100-54100-127	DPW HSA FUNDING (E)	\$2,500	\$2,500	\$0
100-54100-300	ENGINEERING (E)	\$6,000	\$6,000	\$0
100-54310-110	STREETS WAGES (E)	\$89,500	\$89,500	\$0
100-54310-112	STREETS OT WAGES (E)	\$1,700	\$1,700	\$0
100-54310-113	STREETS DBL OT WAGES (E)	\$3,700	\$3,700	\$0
100-54310-121	STREETS FICA (E)	\$7,000	\$7,000	\$0
100-54310-122	STREETS RETIREMENT (E)	\$6,400	\$6,400	\$0
100-54310-123	STREETS HEALTH INSURANCE (E)	\$19,400	\$19,400	\$0
100-54310-124	STREETS LIFE INSURANCE (E)	\$250	\$250	\$0
100-54310-125	STREETS UNIFORMS (E)	\$2,500	\$2,500	\$0
100-54310-127	STREETS HSA FUNDING (E)	\$4,200	\$4,200	\$0
100-54310-150	STREETS EQUIP REPAIRS/MAINT (E)	\$25,000	\$25,000	\$0
100-54310-160	STREETS SUPPLIES (E)	\$6,500	\$6,500	\$0
100-54310-170	STREETS GAS (E)	\$4,000	\$4,000	\$0
100-54310-171	STREETS ELECTRIC (E)	\$6,000	\$6,000	\$0
100-54310-173	STREETS WATER & SEWER (E)	\$900	\$900	\$0
100-54310-175	STREETS ROAD MAINTENANCE (E)	\$25,000	\$25,000	\$0
100-54310-180	STREETS FUEL (E)	\$9,500	\$9,500	\$0
100-54310-190	STREETS TRAINING (E)	\$1,500	\$1,500	\$0
100-54310-200	STREETS TELEPHONE (E)	\$500	\$500	\$0
100-54310-280	SNOW/ICE CONTROL MATERIALS (E)	\$17,500	\$17,500	\$0
100-54310-281	TRAFFIC SIGNS/MARKINGS (E)	\$2,000	\$2,000	\$0
100-54310-282	HIGHWAY STRIPING/MARKING (E)	\$1,000	\$1,000	\$0
100-54420-000	STREET LIGHTING (E)	\$37,000	\$37,000	\$0
100-54710-000	REFUSE COLLECTIONS (E)	\$167,600	\$167,600	\$0
	GEN FUND - PUBLIC WORKS:	\$514,250	\$514,250	\$0
100-55210-110	REC DEPT WAGES (E)	\$122,000	\$122,000	\$0
100-55210-121	REC DEPT FICA (E)	\$9,300	\$9,300	\$0
100-55210-122	REC DEPT RETIREMENT (E)	\$5,300	\$5,300	\$0
100-55210-123	REC DEPT HEALTH INSURANCE (E)	\$10,000	\$10,000	\$0
100-55210-124	REC DEPT LIFE INSURANCE (E)	\$80	\$80	\$0
100-55210-127	REC DEPT HSA FUNDING (E)	\$2,500	\$2,500	\$0
100-55210-130	REC DEPT TECHNOLOGY/IT (E)	\$2,200	\$2,200	\$0
100-55210-143	FACILITY MAINTENANC/EQUIPMENT (E)	\$6,000	\$6,000	\$0
100-55210-160	REC DEPT SUPPLIES/MATERIALS (E)	\$2,500	\$2,500	\$0
100-55210-161	REC DEPT MARKETING/PROMOTION (E)	\$4,000	\$4,000	\$0
100-55210-190	REC DEPT TRAINING (E)	\$1,750	\$1,750	\$0
100-55210-220	REC DEPT SOFTWARE/SUBSCRIPTION (E)	\$1,500	\$1,500	\$0
100-55210-270	REC DEPT ATHLETIC PROGRAM EXP (E)	\$20,000	\$20,000	\$0
100-55210-275	REC DEPT PROGRAM EXPENSES (E)	\$16,000	\$16,000	\$0
100-55210-278	EVENT EXPENSES (E)	\$2,000	\$2,000	\$0
100-55210-279	REC DEPT DONATION/SPONSORSHIP (E)	\$0	\$0	\$0
100-55210-280	KAYAK/PADDLEBOARD EXPENSE (E)	\$2,000	\$2,000	\$0
100-55210-281	RECREATION MISC EXPENSE (E)	\$1,000	\$1,000	\$0
	GEN FUND - RECREATION	\$208,130	\$208,130	\$0
100-55410-110	PARKS WAGES (E)	\$64,000	\$64,000	\$0
100-55410-112	PARKS OT WAGES (E)	\$550	\$550	\$0
100-55410-113	PARKS DBL OT WAGES (E)	\$0	\$0	\$0
100-55410-115	PARKS CONTRACT LABOR (E)	\$10,000	\$10,000	\$0
100-55410-120	PARKS UNEMPLOYMENT (E)	\$0	\$0	\$0
100-55410-121	PARKS FICA (E)	\$4,900	\$4,900	\$0
100-55410-122	PARKS RETIREMENT (E)	\$2,500	\$2,500	\$0
100-55410-123	PARKS HEALTH INSURANCE (E)	\$12,500	\$12,500	\$0

7/1/2025	EXPENDITURES - PD REFERENDUM AMENDMENT			2025 BUDGET VS
		APPROVED	AMENDMENT 1	2025 AMENDMENT 1
Account	Title	BUDGET 2025	BUDGET 2025	\$ DIFF
100-55410-124	PARKS LIFE INSURANCE (E)	\$170	\$170	\$0
100-55410-125	PARKS UNIFORMS (E)	\$2,000	\$2,000	\$0
100-55410-127	PARKS HSA FUNDING (E)	\$2,500	\$2,500	\$0
100-55410-148	TENNIS COURT MAINTENANCE (E)	\$2,000	\$2,000	\$0
100-55410-150	PARKS REPAIRS/MAINT (E)	\$19,000	\$19,000	\$0
100-55410-160	PARKS SUPPLIES (E)	\$1,500	\$1,500	\$0
100-55410-170	PARKS GAS (E)	\$4,500	\$4,500	\$0
100-55410-171	PARKS ELECTRIC (E)	\$8,000	\$8,000	\$0
100-55410-173	PARKS WATER & SEWER (E)	\$3,740	\$3,740	\$0
100-55410-180	PARKS FUEL (E)	\$7,500	\$7,500	\$0
100-55411-110	LAKEFRONT WAGES (E)	\$86,000	\$86,000	\$0
100-55411-112	LAKEFRONT OT WAGES (E)	\$0	\$0	\$0
100-55411-121	LAKEFRONT FICA (E)	\$6,800	\$6,800	\$0
100-55411-125	LAKEFRONT UNIFORMS (E)	\$500	\$500	\$0
100-55411-130	LAKEFRONT IT (E)	\$600	\$600	\$0
100-55411-150	LAKEFRONT REPAIRS/MAINT (E)	\$8,000	\$8,000	\$0
100-55411-153	LAKEFRONT PIER REPAIRS (E)	\$70,000	\$70,000	\$0
100-55411-154	LAKEFRONT PIER INSTALLATION (E)	\$125,000	\$125,000	\$0
100-55411-160	LAKEFRONT SUPPLIES (E)	\$11,000	\$11,000	\$0
100-55411-171	LAKEFRONT ELECTRIC (E)	\$0	\$0	\$0
100-55411-200	LAKEFRONT TELEPHONE (E)	\$1,000	\$1,000	\$0
100-55412-000	GENEVA LK LEVEL CORP (E)	\$4,400	\$4,400	\$0
100-55415-000	ENHANCEMENT COMMITTEE (E)	\$800	\$800	\$0
100-56120-000	HOLIDAY DECORATION SUPPLIES (E)	\$1,500	\$1,500	\$0
100-56130-000	TREE ENHANCEMENT (E)	\$8,500	\$8,500	\$0
100-56420-190	HORVATH PROPERTY EXPENSE (E)	\$1,000	\$1,000	\$0
110-52320-165	POLICE DONATION EXPENDITURES (E)	\$0	\$0	\$0
GEN FUND - PARKS, BEACH, LAUNCH:		\$470,460	\$470,460	\$0
GENERAL FUND - REVENUES:		\$3,710,424	\$3,710,424	
GENERAL FUND - EXPENSES:		\$3,710,424	\$3,710,424	\$0
GENERAL FUND - TOTAL:		(\$0)	(\$0)	\$0
115-52320-165	ARPA LOCAL RECOV EXPENDITURES (E)	\$0	\$0	\$0
120-52320-165	EMS IGA EXPENDITURES (E)	\$1,050,000	\$1,050,000	
IGA EMS - REVENUES:		\$0	\$0	\$0
IGA EMS - EXPENDITURES:		\$1,050,000	\$1,050,000	\$0
IGA EMS - TOTAL:		(\$1,050,000)	(\$1,050,000)	\$0
130-52120-165	POLICE DEPARTMENT 2025 REFERENDUM (E)	\$0	\$0	\$0
PD 2025 REFERENDUM - REVENUES:		\$0	\$0	
GEN FUND 2025 LOAN TO PD		\$0	\$49,707	
PD 2025 REFERENDUM - EXPENDITURES:		\$0	\$49,707	(\$49,707)
PD F2025 REFERENDUM - TOTAL:		\$0	\$0	

Position (2026)	New Officer
Wages	\$84,207
FICA	\$7,249
WRS	\$15,568
Education	\$1,000
Uniform	\$900
HSA	\$5,000
Dental/Vision	\$577
Life	\$85
Health	\$24,038
Total:	\$138,622
Monthly:	\$11,552
4 Months	\$46,207
AXON	\$400
Body Cams	\$1,200
Taser	\$1,000
ProPhoenix	\$900
Phone	N/A
Total:	\$3,500
2025 (PO @ 4 months)	\$49,707

2025	
General Fund Unassigned Reserves	\$1,450,536
Proposed PD Borrowing	\$49,707
Remaining Gen Fund Unassigned Reserves	\$1,400,829

2026	
First Year Referendum Revenues (2026)	\$399,980
First Year Officer (5.0% inflation)	\$145,553
First Year Reimbursement to Gen Fund	\$49,707
First Year Remaining After Reimburse	\$204,719

2027	
Second Year Referendum Revenues (2027)	\$399,980
Second Year Lt and Officer (5.0% inflation)	\$298,838
Second Year Reimbursement to Gen Fund	\$0
Second Year Remaining After Reimburse	\$101,142

Cumulative 2026-27 PD Unassigned Reserves	\$305,861
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**VILLAGE OF WILLIAMS BAY
ORDINANCE NO. R-48-25**

**A RESOLUTION AUTHORIZING THE DISPOSAL OF CERTAIN SURPLUS PERSONAL PROPERTY
OWNED BY THE VILLAGE OF WILLIAMS BAY
(School Resource Officer Vehicle – 2016 Ford Explorer)**

WHEREAS, the Village of Williams Bay (the "Village") is the owner of the personal property police squad vehicle with 132,334 miles, and by this reference incorporated herein (the "Property"); and.

WHEREAS, the Village desires to sell the Property; and

WHEREAS, pursuant to Wisconsin Statutes Chapter 61.34, the President and Board of Trustees of the Village of Williams Bay find that the Property is no longer necessary or useful to the Village of Williams Bay, and the best interests of the Village of Williams Bay will be served by its sale or disposal;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WILLIAMS BAY, as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated into and made a part of this Resolution by this reference.

SECTION TWO: Transfer & Disposal of Property. Pursuant to Wisconsin Statutes Chapter 61.34, the President and Board of Trustees of the Village of Williams Bay authorize the sale or disposal of the Property.

SECTION THREE: Authority of the Village Administrator. The Village Administrator is hereby authorized and directed to sell the Property by means of sealed or open bids, auction, or any other lawful means. Upon the sale of the Property, the Village Administrator is authorized and directed to convey and transfer title of the Property to the purchasers.

SECTION FOUR: Effective Date. This Resolution shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Approved by the Village Board of the Village of Williams Bay this 21st day of July 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

Location	Year	Mileage	Price
Port Washington	2016	120,000 \$	5,275.00
Sheboygan	2019	151,000 \$	3,500.00
New London	2016	110,000 \$	4,550.00
Mt. Horeb	2016	136,000 \$	4,100.00
Mt Horeb	2017	140,000 \$	4,650.00
Caledonia	2016	152,000 \$	3,300.00
Plymouth	2013	115,000 \$	4,521.00
Elkhorn	2016	119,000 \$	5,175.00
AVERAGE		130,375 \$	4,383.88

RESOLUTION R-49-25

**A RESOLUTION AMENDING RESOLUTION R-18-19
RE: AUTHORIZED VILLAGE CREDIT CARD USERS AND
ESTABLISHED LIMITS**

WHEREAS, the Village of Williams Bay (the “Village”) is a Wisconsin municipality; and

WHEREAS, the Village of Williams Bay Village Board previously adopted Resolution R-18-19 “A Resolution Authorizing Village Credit Card Users and Establishing Limits” on April 5, 2019 authorizing Village credit cards for certain manager positions with predetermined limitations set by the Village Board; and

WHEREAS, in furtherance of its duty to manage Village finances and operations responsibly on July 7, 2025, the Village Finance and Personnel Committee recommended approval of amending the established maximum credit limits for several manager positions; and

WHEREAS, on July 21, 2025, the Village of Williams Village Board, as recommended by the Finance and Personnel Committee, has determined that it is in the best interests of the Village and its residents to approve the amended maximum credit limits as set forth in Exhibit A to this Resolution.

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 Board of Trustees hereby authorizes the authorized credit card users and established limits, therefore.

Approved by the Village Board of the Village of Williams Bay this 16th day of June 2025.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

Exhibit A

Credit Card Authorized Users and Limits

WB Employees Credit Card Users and Authorized Amounts					6/23/2025	
			Res R-49-25	Res R-8-19		
Card User Position		Card Type	Limit	Limit	\$ Difference	
Administrator		Visa Community Card	\$10,000	\$15,000	(\$5,000)	
Director of PW		Visa Community Card	\$5,000	\$3,000	\$2,000	
Recreation Director		Visa Community Card	\$3,000	\$3,000	\$0	
Clerk		Visa Community Card	\$3,000	\$1,000	\$2,000	
Library Director		Visa Community Card	\$3,000	\$1,000	\$2,000	
Police Chief		Visa Community Card	\$3,000	\$3,000	\$0	
Police Lieutenant #1		Visa Community Card	\$3,000	\$3,000	\$0	
Police Lieutenant #2		Visa Community Card	\$3,000	\$0	\$3,000	
Treasurer		Visa Community Card	\$1,000	\$1,000	\$0	
TOTALS			\$34,000	\$30,000	\$4,000	

Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the Village and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates
- Implementation of new accounting standards

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the Village's current year results.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion

Other areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other areas of emphasis		
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension liabilities	Long-term debt
Capital assets including infrastructure	Net position calculations	Financial reporting and required disclosures

Internal control matters

We considered the Village's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the Village's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We identified the following deficiencies as material weaknesses:

- **Inadequate segregation of duties**

A properly designed system of internal control includes adequate staffing as well as policies and procedures to properly segregate duties. This includes systems that are designed to limit the access or control of any one individual to your government's assets or accounting records, and to achieve a higher likelihood that errors or irregularities in your accounting processes would be discovered by your staff in a timely manner.

At this time, due to staffing and financial limitations, the proper internal controls are not in place to achieve adequate segregation of duties. As a result, errors, irregularities or fraud could occur as part of the financial reporting process that may not be discovered by someone in your organization. Therefore, we are reporting a material weakness related to the internal control environment.

Response. Other than items #4 and #12 below, staff have modified or is in process of modifying the village's financial practices to address the deficiencies listed below. In my experience this is not an unusual situation for small organizations with the costs associated with adding staff necessary to fully address the segregation of duties is oftentimes impractical. The finance and administrative employees regularly question and make changes to limit the ability of any single individual to access accounts, make payments, approve payments, and review payments are separated between employees. In addition, authorizations are segregated in the Village's financial software and financial accounts to maximize the segregation of duties within our systems.

- **Missing key controls**

There are certain controls that are not currently in place related to significant transaction cycles. As a result, there is a risk that erroneous or unauthorized transactions or misstatements could occur without the knowledge of management or the governing body. Our recommendations for strengthening controls are listed below.

Controls over accounts payable/disbursements

1. Persons processing accounts payable and those with access to the system should be separate from those ordering or receiving goods or services.
With limited staffing, staff that have access to the accounts payable also place their own ordering. Since 2023, the Village added safeguards in the approval process for oversight, including check requisition that require approval by department head, reviewed by Treasurer and approved by Administrator.
2. There should be an appropriate system for review and approval of vendors.
Village requires W-9 or EIN to verify as legitimate vendor.

3. Disbursement reports presented to the Village board for review and approval should be verified for completeness to ensure all check numbers and electronic payments or transfers have been accounted for.
Disbursements are entered into the system by the Utility Clerk after reviews by the Treasurer and Administrator before being submitted to the Village Board. The financial software does not allow for duplicate check #'s for printed checks or for prepayment and bills reports that are provided to the Village Board. In addition, the approved checks and check numbers are uploaded to the banks fraud protection system that utilizes check #'s for reference.

Controls over payroll

4. Persons preparing the payroll should be independent of other personnel duties or restricted from access to the payroll account.
The Village would need an additional position or contract out to satisfy.
5. There should be a system to authorize and review new employees added and changes to employee rates and data in the payroll system.
Treasurer entries and Clerk reviews entries.
6. The reconciliation of the total payroll process compared to the direct deposits and checks posted against the payroll account should be reviewed by someone independent of the payroll processing process.
Checks are not issued anymore. Payroll prepared by Treasurer into bank software that requires review and approval by Administrator prior to bank posting.
7. Payroll reports presented to the Village board for review and approval should be verified for completeness to ensure that all check numbers and direct deposits have been accounted for and are subject to approval by the Village board.
Checks are not issued anymore. The Board receives totals by department. Individual pay is public record but withholdings are not.

Controls over property taxes

8. There should be a formal process to prepare and approve journal entries to record taxes receivable and the tax settlements.
Formal process was established in 2024. Treasurer preparing JE and Administrator reviews and approvals JEs.
9. Bank reconciliations for the tax account should be performed by someone independent of the tax collection process.
Majority of reconciliation are entered by Clerk and Utility Clerk with Treasurer performing when needed.

Controls over utility billing

10. The entry of new customers and changes in billing rates should be reviewed by someone other than the person who enters the information into the billing system.
Currently no review. Starting May 2025 all new customers or changes in rates entered by Utility Clerk to be reviewed by the Treasurer or Clerk.
11. An independent review and approval of adjustments to accounts receivable and account write-offs.
Currently no review. Starting May 2025 all new customers or changes in rates entered by Utility Clerk to be reviewed by the Treasurer or Clerk.
12. Persons involved in the cash receipting process should be independent of other billing duties.
Currently it does not happen and would need an employee or contract out or have an individual that is not involved with billing.
13. The reconciliation of the detailed listing of receivables in the billing system and the receivable balance in the general ledger should be reviewed by someone independent of the utility billing and cash receipting processes.
Currently not being done. Reconciliation to be reviewed for impact on current staff to determine if this can be addressed within current staffing and budgetary limitations.

Controls over monthly and year-end accounting

14. Adjusting journal entries and supporting documentation should be reviewed and approved by an appropriate person who is not the original preparer.

Process established in 2024, JE are prepared by Treasurer and reviewed by Administrator.

15. Account reconciliations prepared throughout the year should be performed by someone independent of processing transactions in the account.

Process established in 2024, JE are prepared by Treasurer and reviewed by Administrator.

16. Year-end reconciliations (retainages, payroll accruals) should be reviewed and approved by someone other than the preparer.

Process established in 2024, JE are prepared by Treasurer and reviewed by Administrator.

Since the controls listed above or other compensating controls are not currently in place, errors or irregularities could occur as part of the accounting processes that might not be discovered by management or the governing body. Therefore, the absence of these controls is considered to be a material weakness. *See the responses above.*

We recommend that a designated employee review the segregation of duties, risks, and these potential controls and determine whether additional controls should be implemented. This determination should take into consideration a cost / benefit analysis. *See the responses above.*

- **Financial statement close process**

Properly designed systems of internal control provide your organization with the ability to process and record accurate monthly and year-end transactions and annual financial reports.

Our audit includes a review and evaluation of the internal controls relating to financial reporting. Common attributes of a properly designed system of internal control for financial reporting are as follows:

1. There is adequate staffing to prepare financial reports throughout the year and at year-end.
2. Material misstatements are identified and corrected during the normal course of duties.
3. Complete and accurate financial statements, including footnotes, are prepared.
4. Financial reports are independently reviewed for completeness and accuracy.

Our evaluation of the internal controls over financial reporting has identified control deficiencies that are considered a material weakness surrounding the preparation of financial statements and footnotes, adjusting journal entries identified by the auditors, and an independent review of financial reports.

Management has not prepared financial statements that are in conformity with generally accepted accounting principles. In addition, material misstatements in the general ledger were identified during the financial audit.

This level of internal control over financial reporting can be a difficult task for governments that operate with only enough staff to process monthly transactions and reports and often rely on their auditors to prepare certain year-end audit entries and financial statements.

- **Bank Reconciliations**

Each bank account for the Village should be reconciled to the general ledger on a monthly basis to verify that all transactions are properly recorded. There should also be an independent review of the reconciliations by someone who did not prepare the reconciliation. During 2023, bank accounts were not reconciled timely. This caused the Village to not have up to date information during 2023 as well as caused a delay in the audit. Therefore, the absence of these controls is considered to be a material weakness. We recommend that the Village reconcile every bank account monthly and resolve any variances promptly. We also recommend that someone independent of preparing the reconciliations perform a review each month.

Implemented process changes in 2024-25 to address, as of May 2025 currently reconciling April 2025.

Other comments and recommendations

- **Departmental Controls**

As part of our annual audit process, we focus our efforts on the primary accounting systems, internal controls and procedures used by the Village. This is in keeping with our goal to provide an audit opinion which states that the financial statements of the Village are correct in all material respects.

In some cases, the primary system of accounting procedures and controls of the Village are supported by smaller systems which are decentralized and reside within a department or location. In many cases, those systems are as simple as handling cash collections and remitting those collections to the Treasurer. However, as noted earlier in this letter, there are some systems that are not remitting anything to the Treasurer's office. *See below for responses.*

Generally, the more centralized a function is, the easier it is to design and implement accounting controls that provide some level of checks and balances. That is because you are able to divide certain tasks over the people available to achieve some segregation of duties. For those tasks that are decentralized, it is usually very difficult to provide for proper segregation of duties. Therefore, with one person being involved in most or all aspects of a transaction, you lose the ability to rely on the controls to achieve the safeguarding of assets and reliability of financial records.

As auditors, we are required to communicate with you on a variety of topics. Since there is now more emphasis on internal controls and management's responsibilities, we believe it is appropriate to make sure that you are informed about the lack of segregation of duties that may occur at departments or locations that handle cash. Departments in your Village that fit this situation may include the following:

1. Parks and Recreation – *centralized through Treasurer but payments received by a system that is separate from the Village financial software.*
2. Library – *deposit their own cash and provide deposit slip to Treasurer.*
3. Police Department – *centralized through Treasurer.*
4. DPW – *very infrequent and centralized through Treasurer.*
5. Fire department – *should also include Rescue, both departments have their own accounts separate from the Village but established using the Village EIN.*
6. Municipal Court – *the court was eliminated as of April 30, 2025.*
7. Boat Launch – *this was not identified in the audit but should be included as their receipts are not through the Treasurer or through the Village's financial software.*

The Parks and Recreation, Library, Fire Department and Boat Launch are actively being reviewed by the Finance and Personnel Committee and Staff.

As you might expect, similar situations are common in most governments.

As auditors, we are required to focus on the financial statements at a highly summarized level and our audit procedures support our opinion on those financial statements. Departments or locations that handle relatively smaller amounts of money are not the primary focus of our audit. Yet, because of the lack of segregation of duties, the opportunity for loss is higher there than in centralized functions that have more controls.

Because management is responsible for designing and implementing controls and procedures to detect and prevent fraud, we believe that is important for us to communicate this information to you. We have no knowledge of any fraud that has occurred or is suspected to have occurred within the departments mentioned above. However, your role as the governing body is to assess your risk areas and determine that the appropriate level of controls and procedures are in place. As always, the costs of controls and staffing must be weighed against the perceived benefits of safeguarding your assets.

Without adding staff or splitting up the duties, your own day-to-day contact and knowledge of the

LEVY SUPPORTED PROJECTS**SUMMARY**

	Earmarked	Paid	Balance	Notes
COMPLETED PROJECTS:				
New Police Squad	65,000	64,885	115	Complete
New Emergency Vehicle	85,000	71,480	13,520	Complete
Police Squad Computers	15,000	(8,500)	23,500	Includes County Grant
Village Server/IT Upgrades	20,000	17,356	2,644	Complete
Laserfiche Software	10,000	9,100	900	Complete
Beach Cleaner	75,000	73,713	1,287	Complete
Fire/EMS Equipment	200,000	198,980	1,020	Complete
Teatre Road Baseball Fence	15,000	13,530	1,470	Complete
Theatre Rd Tennis Courts	250,000	250,000	0	Complete
Remove Old Tennis Courts	30,000	28,250	1,750	Contracted
Highway 67 North Rebuild	500,000	489,224	10,776	
Lake Geneva Dam Repair	0	19,314	55,686	Complete
Southwick Creek Dredging	0	184,023	0	
Update Beach House	0	15,000	0	Complete
New Plow Truck Chassis		221,979		
	Balance	1,648,334	112,668	

2022 Borrowing Projects Still Active

Axon Fleet Cameras	45,000	0	45,000	Not done this borrowing
Upgrades to Theatre Rd Fields	25,000	0	25,000	
Three Playgrounds	200,000	185,477	14,523	
Streets Repaving	900,000	911,854	(11,854)	
East Geneva Street	1,035,000	411,512	348,434	
New Police Squad	65,000	0	65,000	Estimated 2025
Theater Rd. Restrooms	100,000	231,932	57,103	(ARPA funds \$189,035)
Remodel Lions Field House	100,000	7,100	92,900	
	Balance	1,837,875		

Projects Added 2025 (CIP)

New Plow Truck	122,916	0	Partial purchase
Village Hall AC	15,000		
Civic Systems Addl Software	14,800		
Loader Tires	15,000		
Paint Striper	9,000		
Asphalt Roller	25,000		
Village Hall Pkg Lot Lights	6,000		
Police Dept New Lighting	6,000		
Lions Field Small Infield Rep	14,128		
Theatre Rd Baseball Fld Upgrades	15,000		
Evidence Camera	12,000		
Document Scanning	25,000		
Streets Repaving	0		
East Ped Bridge Replacement	10,000		
Balance	289,844		

SEWER PROJECTS

Completed Projects

Hwy 67 North Sewer Rebuild	600,000	423,529	176,471
Mainline Sewer Linings	\$200,000	\$200,000	
		\$623,529	

2022 Borrowing Projects Still Active

Harris Rd Lift Station	1,000,000	2,087,520	2,087,520
Harris Rd Force Main	1,000,000		851,000
		2,087,520	2,938,520

2025 Projects (CIP)

Utility Truck	25,000
Valley Street Sewer Repair	370,000
Lift Station 4/5 Engineering	50,000
Lift Station 4 Engineering	50,000
	495,000

2026 Projects (CIP)

Lift station 4	872,000
----------------	---------

WATER PROJECTS**Completed Projects**

Reactor Cleaning/Repair	200,000	370,932	0
State Rd 67 N Water Rebuild	1,000,000	720,006	279,994
Southwick Creek Realignment	500,000	451,469	48,531
Clover Street Water Main	0	71,736	0
Water Plant Flood Plain	\$0	\$44,000	\$0
			328,525
		1,658,143	

2022 Borrow Projects Still Active

Loch Vista Water Main	1,100,000	0	Deferred to 2028
Chlorination Improvements	2,800,000	4,017,878	2,722,865 Includes loan: See notes Potential to reallocate \$2.4
Well 2 Pump Replacement	\$0	\$230,374	(\$15,800)
Highway 67 West Rebuild	\$0	\$195,000	\$0
		4,443,252	

2025 Projects (CIP)

Well 3 Pump Replacement	0	138,600	0
Utility Truck	25,000	25,000	25,000
Household Lead Pipe Replacement		45,000	45,000
Shotage on clean water loan		30,000	
		238,600	70,000

2026 Projects (CIP)

		0
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		238,600	70,000

2026 Projects (CIP)

		0
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EDGEWATER PARK PAVILLION USE ONLY
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 williamsbaylionsclub@gmail.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: JIM KILLIAN Organization: KISHWAUKETOE NATURE CONSERVANCY - VILLAGE OF WILLIAMS BAY
Address: KNC: PO BOX 580, WILLIAMS BAY, WI 53191
JIM KILLIAN - 91 POTAWATOMI RD, I-1, WILLIAMS BAY
Phone: 262-374-2467 (C) Email: JEKILLIAN@YAHOO.COM
Title of Event: KISHWAUKETOE BOARD - HOSTED PICNIC + COOK-OUT FOR WISCONSIN MASTER NATURALIST CLASS OF ADULTS
EDGEWATER PARK PAVILLION USE REQUESTED
Date(s) requested: JULY 24, 2025 Is event open to public? (circle one) YES ☐ NO ☒

Summary of Event including the approximate number of attendees:

KISHWAUKETOE NATURE CONSERVANCY BOARD HOSTED & SPONSORED PICNIC DINNER & COOK-OUT FOR AN ADULT CLASS OF 20 ATTENDEES TO OUR WEEK-LONG WISCONSIN MASTER NATURALIST TRAINING SESSION - EDGEWATER PARK PAVILLION USE ONLY
- EVENT SET-UP: 3:00 - 5:00 PM; EVENT 5:00 - 7:00 PM
- BEER AND WINE PERMISSION REQUESTED

Contact Information (if different than above)

Name: JIM KILLIAN Organization: KISHWAUKETOE NATURE CONSERVANCY
Address: 91 POTAWATOMI RD, UNIT I-1, WILLIAMS BAY, WI 53191
Applicant Initials JEK



Page 3 EDGEWATER PARK USE AND POLICY CONTRACT

Phone: 262-374-2467(C) Email: JEKILLIAN@YAHOO.COM

**STATEMENT CONCERNING LIABILITY AND WORKER'S COMPENSATION INSURANCE FOR USE OF EDGEWATER PARK**

NOT APPLICABLE

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 5TH day of JUNE, 2025

Group or organization KESHWAUKETEE NATURE CONSERVANCY BOARD / CONSERVATION DISTRICT COMMISSION

Our liability insurance provided by: VILLAGE OF WILLIAMS BAY
(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: