



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org Phone:
262-245-2700 | Fax: 262-245-2705

NOTICE

COMMITTEE MEETINGS

WEDNESDAY, AUGUST 11, 2021 AT 6:30 PM
VILLAGE HALL COUNCIL ROOM

AGENDA

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

- I. Building, Zoning & Ordinance Committee – Wright, Vlach, Parker**
 - a. Call to Order
 - b. Roll Call
 - c. Building, Zoning & Ordinance Committee Meeting Minutes of July 14, 2021
 - d. Adoption of the proposed new Code of Ordinances
 - e. R-9-21 Resolution to amend fee schedule
 - f. Comprehensive Plan Update
 - g. Adjourn
- II. Finance & Personnel Committee – Parker, D'Alessandro, Wright**
 - a. Call to Order
 - b. Roll Call
 - c. Finance & Personnel Committee Meeting Minutes of July 14, 2021
 - d. Municipal Lease TLS WindSled Inc.
 - e. Final Pay Request- Payne and Dolan, Inc.
 - f. CivicPlus Website Proposal
 - g. IT Hardware Proposal from SHI
 - h. Court Clerk Salary Increase Request by Judge Robison
 - i. 2021 Fireworks update
 - j. Investment Policy
 - k. Fiscal Year 2022 Budget Process
 - l. Adjourn
- III. Protective Services Committee – Vlach, Umans, D'Alessandro**
 - a. Call to Order
 - b. Roll Call

- c. Protective Services Committee Meeting Minutes of July 14, 2021
- d. Protective Services Committee Meeting Minutes of August 2, 2021
- e. Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's License for October 9, 2021
- f. Liechty Drive Stop Sign Request
- g. Fontana Triathlon
- h. Emergency Medical Services
- i. Privato Gate Lock/Alarm
- j. Speed Sign Application
- k. Hiring Process - Option to Sponsor New Officer
- l. Hazard Mitigation Plan Review and Approval
- m. Monthly Numbers
- n. Chief's Report
- o. Adjourn

IV. Parks & Lakefront Committee – D'Alessandro, Stanek, Wright

- a. Call to Order
- b. Roll Call
- c. Parks & Lakefront Committee Meeting Minutes of July 14, 2021
- d. Calvary Community Church Edgewater Park use for October 16, 2021
- e. Williams Bay Lions Club Edgewater Park use for October 8, 2021 - October 9, 2021
- f. Kayak and Paddle Board Rental Update
- g. Display Case/ Signage on Lake Front Building
- h. Adjourn

V. Streets & Highways Committee – Stanek, Umans, Vlach

- a. Call to Order
- b. Roll Call
- c. Streets & Highways Committee Meeting Minutes of July 14, 2021
- d. Adjourn

VI. Water & Sewer Committee – Umans, Parker, Stanek

- a. Call to Order
- b. Roll Call
- c. Water & Sewer Committee Meeting Minutes of July 14, 2021
- d. Adjourn

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.



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UNOFFICIAL MINUTES BUILDING, ZONING AND ORDINANCE COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Wright at 7:03pm

Roll Call

Trustees Wright, Parker, and Vlach

Also Present: President Duncan, Trustee D'Alessandro, Stanek and Umans, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Vlach/Parker motion to approve the meeting minutes from June 16, 2021. Unanimously carried.

Codification Update

Wright stated that General Code will be sending an email to all Trustees to give them access to the site so they can review what changes were made to the Ordinances. Tobin reviewed the remaining steps and meeting dates needed to adopt the new code.

Ordinance 2021-08 Regulate Sale of Cigarettes and other Tobacco Products

Wright stated that during the recodification process it was noted that the Village Code did not reference the sale of cigarettes and tobacco products, so an ordinance was drafted to add it to the Code. Parker/Vlach motion to recommend Village Board approval of Ordinance 2021-08 Regulate Sale of Cigarettes and other Tobacco Products. Unanimously carried.

Resolution R-8-21 Amending Fee Schedule

Wright stated that part of the codification process was to remove all fees from the existing ordinances and add them to the fee schedule by Resolution. Vlach/Parker motion to recommend Village Board approval of Resolution R-8-21. Unanimously carried.

Comprehensive Plan Update

Wright stated that the Comprehensive Plan needs to be updated every 10 years and the proposal will be discussed at the Finance & Personnel meeting.

Adjourn

Parker/Vlach motion to adjourn at 7:16pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the BZO Committee

STEPS FOR ADOPTION OF RE-CODIFIED/NEW CODE OF ORDINANCES

Recodification of the current village Code of Ordinances involves adopting a revision of the Zoning Ordinance, ETZ Ordinance, and a revision of the Land Division Ordinance. As a result, several steps are required to be undertaken before the village board can act on adoption of the new Code of Ordinances.

STEPS

1. On August 10, 2021 the proposed revised Zoning Ordinance comes before the plan commission for a public hearing. Following the public hearing the plan commission votes on a recommendation to the village board to adopt the revised Zoning Ordinance.
2. On August 10, 2021 the proposed revised Land Division Ordinance comes before the plan commission for review. The plan commission votes on a recommendation to the village board to adopt the revised Land Division Ordinance.
3. On August 10, 2021 the proposed revisions to the ETZ Ordinance come before the Williams Bay - Town of Linn Joint Extraterritorial Zoning Committee and before the Williams Bay – Town of Geneva Joint Extraterritorial Zoning Committee for a public hearing. Following the public hearing, each committee votes on whether to recommend adoption of the proposed revisions to the village board.
4. On August 11, 2021 the entire proposed new Code of Ordinances goes to the BZO committee for review. The committee votes to make a recommendation to the village board to adopt the new Code of Ordinances as is or with further revisions.
5. On August 16, 2021 the new Code of Ordinances goes to the village board. At that meeting the village board approves a resolution directing that the new Code of Ordinances be considered for adoption at the September 7, 2021 meeting of the village board, and further directs that the proposed new Code of Ordinances be placed on file in the office of the clerk.
6. The clerk prepares a notice for posting and/or publication that the proposed new Code of Ordinances is available for inspection by the public at the office of the clerk and stating that the village board will consider its adoption on September 7, 2021.
7. On September 7, 2021 the village board holds a public hearing on adoption of the revisions to the ETZ Ordinance.
8. On September 7, 2021 the village board holds a public hearing on adoption of the revised Land Division Ordinance.
9. On September 7, 2021 following the public hearing on the revised Land Division Ordinance, the village board considers approval of an ordinance adopting revisions to and codification of the ordinances of the Village of Williams Bay.
10. The clerk provides for publication of the new Code of Ordinances pursuant to the requirements of Wis. Stat. Sec. 61.50 (3) (b).



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RESOLUTION R-9-21

A RESOLUTION AMENDING THE FEE SCHEDULE TO INCLUDE LICENSE AND PERMIT FEES

WHEREAS, the Village of Williams Bay Village Board, Walworth County, State of Wisconsin has determined that it is prudent that fees be reviewed for cost effectiveness; and,

WHEREAS, the Village of Williams Bay desires to not reference specific dollar amounts within the Village Ordinances and instead, will provide a Resolution setting fees for passage; and,

THEREFORE BE IT RESOLVED that the Village of Williams Bay, Walworth County, Wisconsin by this resolution approves amendment to the fee schedule as defined in the attached Exhibit A.

Approved by the Village Board of the Village of Williams Bay this _____ day of _____, 2021.

VILLAGE OF WILLIAMS BAY

By: _____

William Duncan, President

Attest: _____

Jackelyn Pankau, Clerk

Resolution R-9-21 Exhibit A

Fees are changed by resolution of the Village Board of the Village of Williams Bay.		

[illegible]



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UNOFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Parker at 7:40pm

Roll Call

Trustees Parker, D'Alessandro, and Wright.

Also Present: President Duncan, Trustees Umans, Stanek and Vlach, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

D'Alessandro/Wright motion to approve meeting minutes of June 15, 2021, June 16, 2021, and June 21, 2021. Unanimously carried.

Walworth County Clean Sweep Program Donation

Edwards stated that Walworth County is requesting funding assistance from all municipalities to contribute to the Clean Sweep Program. In 2020, the Village provided \$350 to the program.

D'Alessandro/Wright motion to recommend Village Board approval of \$350 funding from contingency for the 2021 Clean Sweep Program. Unanimously carried.

EMS Lift

The Committee reviewed the request from EMS Captain, Rich Gluth for a power load for the power assisted cot that was purchased in 2020. The cost of the unit is approximately \$25,000 with 0% financing over 3 years. Discussion was held that Act 102 funds can be utilized for the unit. Parker requested staff to confer with the EMS Captain regarding utilizing Act 102 funds for the purchase.

D'Alessandro/Wright motion to recommend Village Board approval of purchasing the power load at an approximate cost of \$25,000 with 0% financing for 3 years utilizing Act 102 funds. Unanimously carried.

Assessment Revaluation 2022

The Committee reviewed the proposal from Associated Appraisal for a revaluation in 2022. The cost for a full revaluation would be \$100,900 and includes interior and exterior inspections of all improved properties. An exterior revaluation cost would be \$88,900 and an interim market update cost would be \$40,900. In addition to the revaluation, there would be an annual maintenance cost of \$19,100 in 2022 and \$19,400 in 2023. D'Alessandro/Wright motion to recommend Village Board approval of an interim market update at a cost of \$40,900 plus an annual maintenance cost of \$19,100 in 2022 and \$19,400 in 2023. Unanimously carried.

IT Contract with Velocity Solutions

Tobin presented the proposed contract for IT services with Velocity Solutions. The proposed contract term is July 19, 2021 through December 31, 2022 at a rate of \$85 for 2021 and the rate increase for 2022 shall not exceed the cost-of-living percentage after adjusting for the CPI-U. It was the consensus of the Committee to request the hourly rate of \$85 for 2022. Wright/D'Alessandro motion to recommend Village Board approval of the contract for IT services with Velocity Solutions. Unanimously carried.

Comprehensive Plan Update

The Committee reviewed the proposed agreement from Vandewalle & Associates for the 10-Year Comprehensive Plan update at a cost of \$45,000. D'Alessandro/Wright motion to recommend Village Board approval of the Agreement for 10-Year Comprehensive Plan Update Services with Vandewalle & Associates in the amount of \$45,000 with funding coming from remaining 2018 borrowed funds. Unanimously carried.

Adjourn

Wright/D'Alessandro motion to adjourn at 8:15pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Finance & Personnel Committee

MUNICIPAL BUSINESS LEASE

SECTION I. Date, Contracting Parties, Description of Property and Term of the Lease.

1. This lease is made this _____ day of _____, 2021, between The Village of Williams Bay, Wisconsin, herein called the Municipality, and TLS WindSled Inc. herein called the Renter.

2. The Municipality, in consideration of the agreements with the Renter herein set forth, hereby leases to the Renter, to occupy the municipal boat launch area to provide Hovercraft ice rides to patrons.

3. This lease shall be for the following specified period: December 15, 2021 and shall continue in force until March 15, 2022. The season shall be determined by the weather conditions. Renter shall provide a tentative schedule to the Village Administrator by December 1, 2021. Renter shall provide a 24-hour notice to the Village if they are scheduled to be open for business and are not able to due to weather or some other unforeseen circumstance. There shall be no automatic renewal of this agreement.

SECTION II. Rental Payments.

1. Amount of Rent: The monthly rental payment owed by the Renter shall be 3% of the Renter's gross sales for the payment period. That amount shall be calculated from the start of this lease to the end of the first month, and subsequently each month after. The Renter shall provide verification of the gross sales to the Municipality.

2. Time of Payment: The monthly cash rent for this business to be paid by the Renter to the Municipality is to be paid on the 10th day of each month, or the closest Monday thereafter if said due date occurs on a Saturday or Sunday. The first payment shall be due January 10, 2022, and monthly thereafter with the last payment being due April 10, 2022.

3. Checks shall be made payable to the: Village of Williams Bay

4. Overdue rental payments shall bear interest at the rate of 10% per annum.

SECTION III. The Renter and Municipality Agree as Follows:

1. It is the responsibility of the Renter to obtain and hold all necessary licenses and permits from the State of Wisconsin and Department of Agriculture, Trade & Consumer Protection, DNR, and to comply with all requirements of said licenses and permits and provide copies of the same to Village Administrator.
2. Renter agrees to only operate on Saturdays and Sundays during the specified period in Section 1. Hours of operation are 11:00 a.m.- 5:00 p.m. Renter is permitted to leave equipment at the municipal boat launch during overnight hours on Saturday if the business is going to be operating on Sunday.
3. Premises herein leased and every part thereof, during said term, shall be used only for the lawful business purposes of the Renter.
4. Renter shall not alter or redecorate said premises without prior written consent of Municipality. Renter agrees to maintain the area in a neat, clean, and orderly manner.
5. Renter agrees to pay all reasonable costs, attorneys' fees, and expenses that shall be paid or incurred by Municipality in enforcing this lease.
6. Renter agrees not to assign this lease or sublease the premises without the consent of the Municipality.
7. Renter agrees to indemnify and hold harmless the Municipality from any and all liability, loss, or damage the Municipality may suffer as a result of claims, demands, costs, or judgments against it arising from the Renter's activities with this agreement. Renter shall provide a Certificate of Insurance to the Municipality with liability coverage being a minimum \$1,000,000 each occurrence, damage to rented property no less than \$500,000 and a general aggregate of no less than \$2,000,000.
8. TLS WindSled Inc. and Terry Soltow agree to personally guarantee the debts from Section II only of the Renter for this agreement.
9. Municipality will provide snow removal of the parking lot. Renter has permission to use electrical outlets and portable toilets that are available on the property.

SECTION IV. Termination of Agreement:

1. Failure on the part of either party to perform any of the terms, covenants, or conditions covered by this agreement, shall constitute grounds for termination thereof, at the option of the other party.

SECTION V. Signatures:

RENTER:

Terry Soltow, President, TLS WindSled Inc.

Approved by Village Board of the Village of Williams Bay this _____ day of
_____, 2021.

MUNICIPALITY:
VILLAGE OF WILLIAMS BAY

William B. Duncan, President

ATTEST:

Jackie Pankau, Clerk

July 26, 2021

William B. Duncan
President, Village of Williams Bay
250 Williams St.
Williams Bay, WI 53191

RE: State and Local Permits Required for TLS Windsled Hovercraft Rental

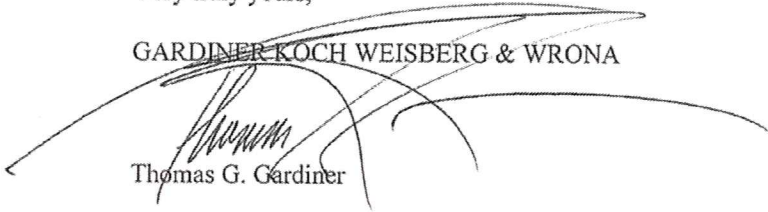
Dear President Duncan,

Our firm represents Terry Soltow of TLS Windsled, Inc. The purpose of this letter is to inform the Village Board of the Village of Williams Bay of the permits required for TLS Windsled to provide piloted hovercraft rides for passengers on the ice of Geneva Lake during the upcoming winter.

After researching relevant statutes and regulations and inquiring with relevant state and local government agencies, including the Wisconsin Department of Agriculture, Trade and Consumer Protection, the Wisconsin Department of Natural Resources, and the Walworth County Department of Land Use and Resource Management, we have concluded that no state or county permits are required. Specifically, the DNR did not require a permit because hovercraft that are used solely on ice need not be registered or otherwise regulated as boats, and as long as they are operated only on ice, they do not fall under any other category of vehicle regulated by the state.

Very truly yours,

GARDINER KOCH WEISBERG & WRONA



Thomas G. Gardiner

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53 West Jackson Blvd., Suite 950 - Chicago, Illinois 60604 - Tel 312.362.0000 Fax 312.362.0440
1755 Park Street, Suite 114 - Naperville, Illinois 60563 - Tel 630.579.0635 Fax 630.579.0638
500 Commercial Court, Suite 300 - Lake Geneva, Wisconsin 53147 - Tel 262.812.0864 Fax 312.362.0440



CIVICENGAGE® OPEN

Village of Williams Bay, WI

Website Redesign, Development, and
Implementation Services

Presented by
Richard Jones
rjones@civicplus.com
(785) 323-4713

Letter of Introduction

Jackie Pankau
Village Clerk
Village of Williams Bay
P.O Box 580
250 Williams Street
Williams Bay, WI 53191

July 28th, 2021

Dear Jackie,

I am delighted to submit this quote for a website redesign for the Village of Williams Bay.

CivicPlus is the leading developer of municipal websites in the United States, with over 3,500 clients. Our sole focus is the municipal sector, including counties, cities, townships, villages, boroughs, special districts, and municipal related associations.

As you consider your options, I did want to highlight the following:

- We have 90+ municipal clients throughout the state of WI
- You will receive a custom new design and layout, built in Responsive Design, to accommodate the various sizes of mobile and tablet devices currently in use.
- This proposal includes full content development, migrating existing pages and building out new content, as provided.
- We offer two-way integration with Social Media.
- Our CMS is very intuitive, and we believe the easiest to use in the industry.
- We can also provide optional software for a variety of online services such as **Emergency Notifications, and Citizen Request Services.**

We are committed to forming a long-term partnership with Williams Bay, providing a cost-effective upgrade to your website now while planning for future challenges as your needs evolve.

Sincerely,



Richard Jones
Solutions Advisor Representing Wisconsin
rjones@civicplus.com

Executive Summary

The following is a brief overview of what we feel are our key differentiators and what has led to our national success serving the municipal sector.



Created to Meet Your Needs

Developing your new website under the Open-Source Initiative provides CivicEngage Open with the flexibility to develop new features and modules to help you meet your goals and vision.



Our Drupal Platform

CivicPlus will develop your site on one of the industry's most trusted open-source platforms, Drupal. It is the platform of choice by national, state, and local governments all over the world.



We Build Long-Term Relationships

Our partnership with you is only beginning at go-live! We provide ongoing customer support, and our Account Management team will work with you to help you evolve your web environment throughout your relationship with CivicPlus.



Easiest System for Updating & Adding New Content

Your new CivicEngage Open website will be specifically designed for ease-of-use so your staff, regardless of their technical skill level, can maintain and update your new website easily and efficiently.



Custom & Responsive Design

Your custom-designed website will be fully responsive on multiple devices including smart phones, tablets, and wide screen monitors.



Useful & Relevant Modules

CivicEngage Open is flexible and scalable to grow with your web environment at your speed and need without extra features and functionalities that are not as relevant.



Affordable Cost, Flexible Payments

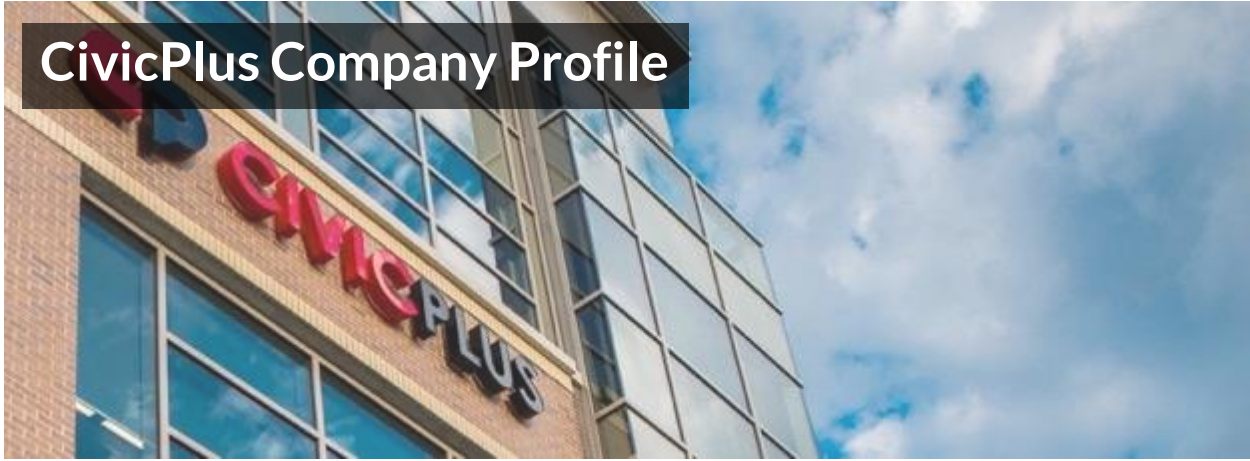
We understand the fiscal challenges municipalities face on a daily basis, so CivicPlus offers payment options to meet your budgeting needs.



Security and Protection—Priority One!

Our Tier IV secure hosting facilities are monitored 24/7 and your website is backed up daily off-site. We deploy state-of-the-art hardware and software to prevent DDoS and hacking attacks to protect your investment.

CivicPlus Company Profile



CivicPlus is the leading national provider of local municipal websites—the most innovative, user-friendly, and comprehensive source for engaging constituents online. Our clients' solutions are based on the latest in web coding technologies. They function across all major browsers, platforms (including mobile) and incorporate engaging features such as social media integration.

CivicPlus was founded over 20 years ago. Today, we have 350 staff members and continue to implement new technologies and services to maintain the highest standards of excellence and efficiency for our more than 4,000 clients and over 100,000 users. Our commitment to setting the standard in website design, management and government communication has been instrumental in making CivicPlus a leader in web design, communication programming and hosting.

Your new website will convey a sense of place for your community, be visually appealing and utilize the latest technology to provide a convenient source of information to communicate and engage your community so they can find the information they need, when they want it.

Why should the Village of Williams Bay choose CivicPlus to achieve its vision?

- We are driven by client service, not billings. Our goal is to become your trusted partner and deliver what you need.
- We set the industry standard and have the reputation to back it up, for helping governments better connect with citizens and constituents and we will bring that same expertise to your project.
- We deliver in-house professional services to provide direction for your vision, alignment, consistency, and peace of mind knowing your website will be what you need today and tomorrow.
- We develop highly usable, mobile responsive sites so your website is available anywhere at any time.

- We create a website specific to how you and your citizens will use it and design it to be both end-user and maintenance friendly. We securely host your site in our state-of-the-art facilities – keeping it safe. We exceed industry standards maintaining over 99.9% up time for our clients' websites!
- Our proven step-by-step implementation process has been effective for clients throughout the United States, Canada, and Australia.

Since our inception nearly 20 years ago, our focus has been and continues to be, helping local governments work better and that involves knowing what you need to be successful in your procurement process. CivicPlus brings the experience and familiarity with procurement processes to help keep your project moving forward and moving smoothly.

In the last four years, CivicPlus clients have been honored with more than 290 top website awards. With a concentrated focus on e-government, transparency, usability, functionality, unique design and Web 2.0 technologies, your municipality cannot only receive the rewards that come from a seamless communications platform, but also the honor of industry and peers.

Through the implementation of strategic website solutions CivicPlus clients have won top awards from the nation's premier government associations.

- City-County Communications & Marketing Association (3CMA)
- National Association of Government Webmasters (NAGW)
- National Association of County Information Officers (NACIO)
- California Association of Public Information Officials (CAPIO)
- Center for Digital Government Digital Counties Survey
- Public Technology Institute
- Best of the Web Awards

Here is a link to some of our award winners:

<https://www.civicplus.com/local-government-website-awards>



We Make Government Work Better.

Project Goals & Guidelines

Overall Project Goals

- 1.) Your new CivicEngage Open website will be a fully custom, modern responsive design utilizing a feature-rich content management system (CMS). We believe our platform is the best value for our customers and is tailor-made for the small government market, in which municipal staff juggle many roles and often lack enough technological support. Our websites are easy to use, easy to maintain, and will meet or exceed the town's needs.
- 2.) Our expert designers will guide your team towards the perfect homepage design and consistent user experiences for all departments and subpages. Google Analytics is integrated with the CivicEngage Open platform to track website performance after launch.
- 3.) Ability to limit the number of content administrators you may configure within the system. Our user account system offers many ways to control access to your department pages and allows each group to manager their own material. Advanced, site-wide administrators may support these individuals, as needed, in addition to performing higher level management of the website.
- 4.) Your CivicEngage Open website is highly ADA compliant upon launch. We have partnered with accessibility services provider AudioEye to offer additional functionality for those clients who prioritize compliance beyond our existing best practices.
- 5.) Our Drupal-based platform enables us to deliver new functionality to our customers over time. Many additional modules or advanced features may be leveraged at a future date once the village is ready to build upon our base implementation.
- 6.) We proudly meet the rigorous security and infrastructure standards demanded by thousands of government entities for their websites and related applications.

Project Guidelines

- 1.) You will work with our designers to achieve a unique homepage for the village that combines graphical and navigation elements in a refreshing and functional way. We do not restrict you to a certain number of mockup iterations during the ideation process.
- 2.) You will approve department/subpage formatting during the design process. The training process will guide website administrators how to maximize functionality within these general parameters of the page, including how to add photos where desired.

- 3.) The CivicEngage Open platform is easily managed by users of all comfort levels. Editing pages is comparable to editing Word Documents. Our team regularly trains municipal staff, and we understand how internal processes can be complemented or streamlined with our platform and, therefore, adapt training to match our customers' needs.
- 4.) The search module quickly scans all pages AND uploaded files for your keywords, saving time for both residents and the village staff members who use or manage website content. Google Analytics is included with every CivicEngage Open implementation.
- 5.) We frequently connect residents with 3rd party services. A cursory review of the Village website, CivicEngage Open will have the ability to expand services as the village grows.
- 6.) Your new CivicEngage Open website uses responsive design. The content will adjust itself for any size screen or device. Your administrators can perform edits on mobile devices and tablets, as well.
- 7.) Our team is prepared to migrate all of your current website material to the new environment. Two general exclusions, however, include audio files and video files (if applicable). These file types must be stored externally. CivicEngage Open includes a popular integration with YouTube and Vimeo for adding video players on department pages.
- 8.) Your website will be hosted in a state-of-the-art, Tier 4 facility, with N+2 power, cooling, generators, armed guards and manned 24/7/365. More information is available in the "Support, Maintenance & Hosting" section of this document. Regarding emails, our webform module protects staff and board member addresses from abuse.
- 9.) The CivicEngage Open platform is based in Drupal, one of the most popular open-source frameworks used by government entities for their websites.
- 10.) We can create private, staff-only content just as easily as we can build your public-facing department pages. An intranet may be constructed prior to website launch or in the future when you are ready. Admins can be trained to do this without our assistance.

Other Comments

Requirements: This proposal includes all costs necessary to operate your CivicEngage Open website. Your team must simply use modern devices and updated internet browsers to access and utilize the online content management system's interface.

Training: Training for all staff (no limit on # of administrators)

Typical Project Timeline

Design creation, accessibility, usability guidance, content optimization, training - CivicPlus delivers all of this and more during the development of your CivicEngage Open new website. Your exact project timeline can vary based on determined project scope, project enhancements purchased, your availability for meeting coordination, action item return and completion, approval dates kept, and other factors.

Based on our experience, the estimated timeline for the successful completion of your CivicEngage Open project is approximately **12-15 weeks**.

Implementation Phase	Timeframe	Deliverables
Phase 1 Strategy Sessions & Discovery	1 Week	• Define Core Objectives • Needs Assessment
Phase 2 Design & Architecture	3-4 Weeks	• Design Meeting with Client Website Committee • Homepage Options & Layout • Subpage Design and Layout • Finalize Design (once you are completely satisfied)
Phase 3 Site Implementation	2-3 Weeks	• Identify Global and Cascading Navigation (and related links) • Implement Design within CivicEngage Open
Phase 4 Content Development	4-5 Weeks	• Migrate Agreed Existing Content
Phase 5 Training & Education	1 Week	• Sessions for Content Editors and Site Administrators • Group and Individual Sessions
Phase 6 Deployment & Go-Live	1 Week	• Final Quality Check of Website • Install and Activate Selected Modules • DNS & SEO Activities



Content Management System (CMS)

Our exclusive **CivicEngage Open** software has been built using the open-source Drupal platform and has been customized solely for municipal use. We have created unique content types and modified dozens of modules to conform to the needs of local governments.

Drupal is the most common website platform in use by national, state, and local governments all over the world. Many large cities (such as San Francisco, Boston, and Los Angeles), and hundreds of towns have committed to migrating their websites to Drupal. Recently, the state of Massachusetts upgraded all of their websites onto the Drupal platform. Other Drupal websites include the White House, Homeland Security, FEMA, dozens of other Federal Departments, and the States of Georgia and North Carolina.

Please view the next two pages for examples of our features and modules.

Interactivity

Our CMS comes equipped with numerous tools and modules to maximize the interactive experience between visitors and your website content. Examples include:

I. Email Broadcast of New Content

Email notification lists are managed within the Drupal platform, allowing our clients to create lists for visitors to sign up (i.e., News & Notices, Urgent Alerts, Board Agendas/ Minutes, etc.) There is no limit to the number of lists you can create; our CMS maintains each list individually. Postings can be made from any computer/mobile device and can be scheduled in advanced. We can bulk load any current lists into our CMS.

II. Calendar

Our CMS houses an intuitive calendar feature. Allowing staff to create multiple calendars for various meetings and events. Ability to integrate with Google Maps, attach documents and also equipped with built-in YouTube Video Players.

III. Text Messaging

Our system allows clients to send out text messages for village alerts at no additional cost.

IV. Webforms Module

Incorporated into our CMS is a webforms application that allows clients to create fillable forms and surveys for a variety of needs. Every online submission goes into immediately into a database and may be routed to one or more email accounts simultaneously.

V. Payment Systems Integration

Our system allows clients to continue using Payment Systems

VI. Cabinet

Department content storage area. Allowing staff to delete multiple published content from one location.

A full list of the available apps and modules is provided on the next page.



The support has been amazing from day one. We worked closely with your employees during initial setup stages, creating the webpage, training, and for follow-up. Your team of employees know what the City was looking for and created it with ease.

Felicia B., Aberdeen, MD

Available Apps & Modules

Constituent Communication Apps

E-Alert Center	Document Center	Calendar Center	Webforms Center
Notify Me	Bid Postings	FAQs	Interactive Maps
Job Postings	Business Directory	Recyclopedia	Facebook Integration
Service Requests	Twitter Integration	Google Translate	Sharing Widget
RSS Feeds	Agenda Builder	Comment Center	Advanced Search Engine
Surveys & Polling	Trash/Recycling Week	Quick Links	VTs Blog

Design & Graphics Modules

Responsive Design	Bulletin Boards	Photo Gallery	Embedded Video
Mega Menus	Custom Subsites	Help Centers	ADA Compliance
Dynamic Breadcrumbs	Captioning/ALT Tags	Image Library	Printer Friendly

Content Management Features

WYSIWYG Editor	'Review On' Dating	Schedule Publishing	Schedule Expiration
Image Editor	Versioning	Taxonomy	Staff Intranet
Previewing	Auto Cascading	Persistent Navigation	Dynamic Site Map
Forms Builder	Tags/Views	Menu Manager	Font Creator

Administration & Security

Roles & Permissions	Content Workflow	CAPTCHA Secure	Archive Center
Broken Links Report	Audit Trail/History Logs	Domain Management	Google Analytics
Secure Site Gateway	Link Checker	In-Site Documentation	Password Secure

Support, Maintenance & Hosting



Our proposal is to train your staff to maintain the website once it is fully built out and to provide ongoing support to them as needed. Our content management system is very intuitive, and documentation is built into each form. Staff training is conducted online and will be a combination of small group sessions and individual instruction. There will be a separate session for site administrators. CivicPlus will also supply training manuals for those preferring written documentation.

Our proposal also includes the ongoing hosting of the website in a secure environment.

Support & Maintenance

Once the new website is live, staff will be responsible for updating the content. As part of this proposal, we will provide unlimited, ongoing customer support for your core staff members. Each member can contact us via phone or email Monday-Friday, 8:00 a.m. to 5:00 p.m. EST or any type of assistance building or editing content. This is no limit to the amount of assistance we would provide.

We also offer an Online Support Center which includes a variety of short online videos, quick reference guides, webform examples and useful tips. CivicPlus also provides no-cost monthly online webinars for any other employees or board members designated to maintain part of the website. Each webinar session is 30 minutes long and every month includes a basic session for new employees/new users along with some specialized topics. Staff can take the sessions at their workstations and interact with the trainer via phone.

CivicPlus is responsible for all ongoing maintenance. This includes various security and other patches provided by the greater Drupal community, as well as any module updates provided by the module maintainers. We also provide ongoing development of our CMS with releases of new functionalities and features usually on a quarterly basis.

We encourage our clients to submit suggestions. These will be added to our development roadmap and addressed if both appropriate and possible. We have yet to charge any of our clients for the implementation of their suggestions, as long as they can be used across our client base.

Our clients do not host their website internally. All of our websites are hosted by us in conjunction with a third-party managed solution, Contegix, a national hosting provider specializing in the Drupal Platform (www.contegix.com). This will allow us to maintain strict control over hacking attempts and DDoS attacks and provide an easy pathway for us to implement feature upgrades and service patches.

Your website would be hosted at their Reston, VA data center. This is a state-of-the-art, Tier 4 facility, with N+2 power, cooling, generators, armed guards and manned 24/7/365. The systems have redundant power supplies and disk arrays with a hardware RAID card. For hosting we utilize an OpenStack based cloud that is fully redundant. The server that would host your site is a dedicated CivicEngage Open server that utilizes 12 webheads and a load balancer to account for traffic surges as needed. It is a multitenant server, all municipalities utilizing the same CMS. Your website is backed up daily to a Contegix data center in Las Vegas, Nevada.

We are committed to 99.9% uptime and rapid response to any technical issues that may arise. For any technical issues or needs, clients have 24/7 access to our support team.

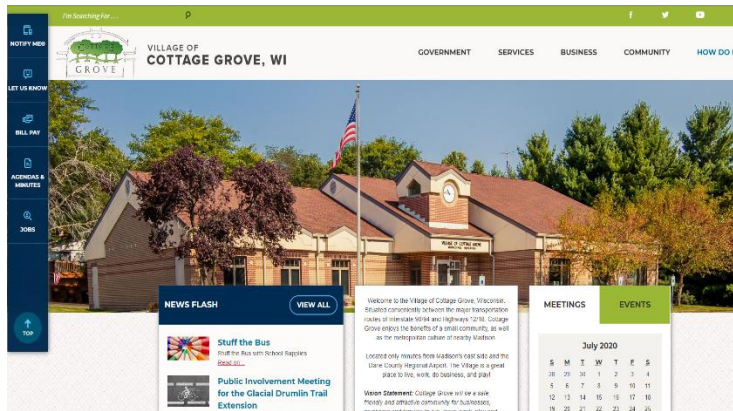
Occasionally our clients encounter natural disasters such as tornadoes or tropical storms, and man-made crises (Newtown, CT, Parkland, FL). In all cases, our staff is committed to take on an active webmaster role as needed at no cost to our clients.

Hosting	Support	CMS Applications & Maintenance
Secure Host in Blackmesh Data Center	Customer Support, 8AM-6PM EST, Monday-Friday	Automatic Upgrades of Enhancements
Shared Web/SQL Server, Load Balancing	24/7 Emergency Support	Install Service Patches, as Applicable
Redundant ISP	Dedicated Support Personnel	Ongoing Module Upgrades
24/7 Monitored Facility	Max 2 Hr. Response for Customer Support	Core Drupal Upgrades, as Applicable
Redundant Power Supplies with Backup Generator	Built in Training Documentation within CMS	Full CMS Licensing
Mirrored Backup Server to Nevada Center	Monthly User Tutorials	New Features Roadmap
99.999% Uptime	Periodic User Group Meetings	Staging Environment for All Testing
Intrusion Detection & Protection	Newsletters & Email Notices	SSL Certificates

List of Clients in Wisconsin

- GREEN BAY, WISCONSIN
- WEST ALLIS, WISCONSIN
- WALWORTH COUNTY, WISCONSIN
- KENOSHA COUNTY, WISCONSIN
- OCONOMOWOC, WISCONSIN
- WAUKESHA, WISCONSIN
- FITCHBURG, WISCONSIN
- BROOKFIELD, WISCONSIN
- GRAFTON, WISCONSIN
- MANITOWOC, WISCONSIN
- NEW BERLIN, WISCONSIN
- MENOMONEE FALLS, WISCONSIN
- CALUMET COUNTY, WISCONSIN
- OZAUKEE COUNTY, WISCONSIN
- SUN PRAIRIE, WISCONSIN
- ST. CROIX COUNTY, WISCONSIN
- MONONA, WISCONSIN
- ASHLAND, WISCONSIN
- BAYSIDE, WISCONSIN
- WAUNAKEE, WISCONSIN
- THIENSVILLE, WISCONSIN
- CLARK COUNTY, WISCONSIN
- MUSKEGO, WISCONSIN
- SUPERIOR, WISCONSIN
- PRICE COUNTY, WISCONSIN
- MIDDLETON, WISCONSIN
- DOUGLAS COUNTY, WISCONSIN
- GERMANTOWN, WISCONSIN
- RIVER FALLS, WISCONSIN
- LITTLE CHUTE, WISCONSIN
- BURNETT COUNTY, WISCONSIN
- HOWARD, WISCONSIN
- WESTON, WISCONSIN
- ELM GROVE, WISCONSIN
- HUDSON, WISCONSIN
- SAWYER COUNTY, WISCONSIN
- GREENFIELD, WISCONSIN
- HARTLAND, WISCONSIN
- PEWAUKEE, WISCONSIN
- IOWA COUNTY, WISCONSIN
- STEVENS POINT, WISCONSIN
- BAYFIELD COUNTY, WISCONSIN
- SHAWANO, WISCONSIN
- VERONA, WISCONSIN
- LODI, WISCONSIN
- MCFARLAND, WISCONSIN
- SHOREWOOD, WISCONSIN
- WHITEFISH BAY, WISCONSIN
- LISBON (TOWN), WISCONSIN
- BUFFALO COUNTY, WISCONSIN
- MILTON, WISCONSIN
- HARTFORD, WISCONSIN
- ST. FRANCIS, WISCONSIN
- WATERFORD, WISCONSIN
- PRESCOTT, WISCONSIN
- AMERY, WISCONSIN
- DELAFIELD, WISCONSIN
- BURLINGTON, WISCONSIN
- COTTAGE GROVE (VILLAGE), WISCONSIN
- FOX POINT, WISCONSIN
- MOUNT PLEASANT, WISCONSIN
- SAUKVILLE (VILLAGE), WISCONSIN
- BARRON, WISCONSIN
- GLENDALE, WISCONSIN
- WHITEWATER, WISCONSIN
- VILLAGE OF CROSS PLAINS, WISCONSIN
- RICHFIELD, WISCONSIN
- MARINETTE, WISCONSIN
- JMBA, WISCONSIN
- JUNEAU, WISCONSIN
- CAPITAL AREA REGIONAL PLANNING COMMISSION
- ST. JOSEPH, WISCONSIN
- LEAGUE OF WISCONSIN MUNICIPALITIES
- HORICON, WISCONSIN
- HOWARDS GROVE, WISCONSIN
- COLUMBUS, WISCONSIN
- POYNETTE, WISCONSIN
- NORTHWEST REGIONAL PLANNING, WISCONSIN
- WINNECONNE, WISCONSIN
- FOX LAKE, WISCONSIN
- ANTIGO, WISCONSIN
- GRAND CHUTE, WISCONSIN
- UNIFIED SCHOOL DISTRICT OF ANTIGO
- MILTON SCHOOL DISTRICT, WISCONSIN
- FOREST HILLS GOLF COURSE, WISCONSIN

Client Examples | All Designs Are Custom

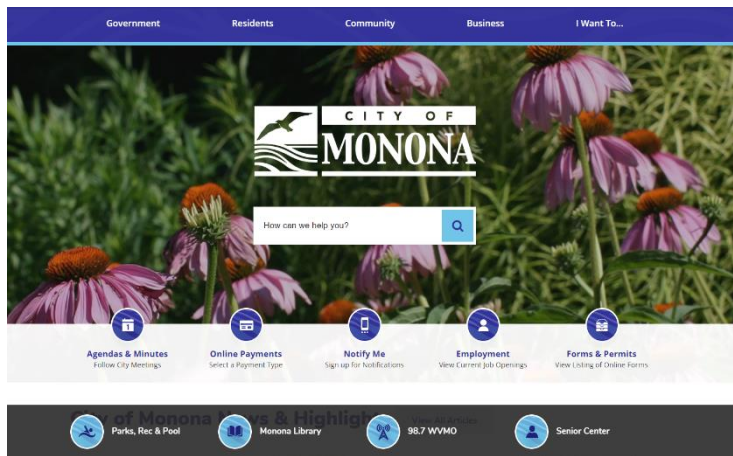


Cottage Grove, WI

<https://village.cottage-grove.wi.us>

MOBILE RESPONSE DESIGN!

Take a look!

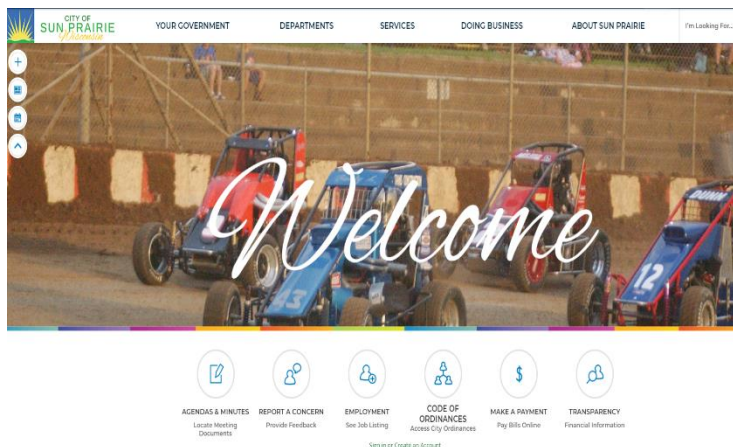


City of Monona, WI

<https://mymonona.com>

MOBILE RESPONSE DESIGN!

Take a look!



City of Sun Prairie, WI

<https://cityofsunprairie.com>

MOBILE RESPONSE DESIGN!

Take a look!

Accessibility

ADA Section 508 Compliance

We provide highly compliant sites based on WCAG 2.0 AA guidelines. Our focus is to provide a high degree of compliance to maximize accessibility for all users while providing freedom to create a visually rich and appealing site.

Our approach for each website includes the following steps:

- We will deliver you a site that is free of all “Errors” as defined by the standard for industry accessibility checking: <https://wave.webaim.org/>
- Whenever possible we will use text-based fonts to replace graphics for design elements such as icons, links, and buttons.
- Our designs will focus on color schemes that will satisfy required color contrast requirements.
- Our CMS has been built to require “Alt Tags” whenever images are uploaded.
- Our trainers will use CivicPlus best practices to teach your staff to keep your content and design elements accessible and up to date with the latest ADA/WCAG standards.
- PDFs need to be saved in an accessible format. While the responsibility for this lies with our clients, we will provide instructions to your staff for the best way to accomplish this.
- Our product team closely follows changes in regulations and updates our best practices as well as provides regular updates to clients via our CivicPlus website, webinars, and other publications.
- Ongoing Scans – we think it is a best practice to occasionally scan your site to check ongoing compliance. Our customer support team will show you how to scan your site or will run periodic scans upon request.

Costs & Deliverables

CIVICENGAGE OPEN Website Package

Graphic Design

- Custom Website Design
- Custom Design; Fully Responsive Format (Smart Phones, Tablets)

Content Development

- 10 Online Fillable Forms
- Website Content: Total 573 Pages
HTML Pages: 35
Agendas: 57
Minutes: 292
Documents: 189

Staff Training

- Online Training, as needed; Minimum One Day (8 hours)
- Full Access to Library of Videos/Documentation

Supplemental Modules at No Cost

- Recyclopeda
- Intranet
- Text Alerts
- Email Notifications
- Bids/RFP's
- Agenda Manager
- Popular Pages
- Business Directory

Secure Hosting

- SSL Certificates
- Tier 4 Data Center
- Nightly Offsite Backups
- Intrusion Detection, DDoS Mitigation

Ongoing Customer Support

- Unlimited Live Support for Up to 3 Users
- Unlimited Number of Content Editors
- Online Helpdesk
- Free Monthly Webinars
- 24/7 Technical Support

CIVICENGAGE OPEN Application

- Annual CMS Usage License
- Unlimited Number of Content Editors
- Periodic Module Upgrades
- Full Maintenance & Service Patches
- ADA Compliant

Also Includes

- Apache Solr Search Appliance
- Google Analytics
- E-Subscriber Mail Lists
- Social Media Integration
- Web Forms Builder
- No Storage Limit on Future Pages & Files

Year One Investment: \$ 10,396

Implementation, Training, Website Launch:	\$ 7,000
Content Development & Fillable Forms:	\$1,146
Annual Maintenance & Hosting:	\$ 2,250

PAYMENT PLAN OPTION: Page 21.

Annual Services Include

Hosting, Support & Maintenance

Each year of your contract, you'll receive system enhancements, maintenance, optimization, and have full access to our support staff so your site stays up to date with our latest features and functionality. (Annual Hosting/Maintenance Services are subject to a cumulative annual 5% technology fee increase beginning Year 2 and beyond)

- Secure Hosting and Security Services
- Software maintenance including service patches and system enhancements
- 24/7 technical support and access to the Online Help Center
- Unlimited Live Customer Support for up to 3 Designated Users
- Account Management Team for ongoing support and web environment evolution

CivicPlus Advantage - Alternate Payment Plan

The CivicPlus Advantage (CPA) payment alternative payment plan provides zero interest, level payments that divides the One-Time Implementation Investment expense of your project over the first three (3) years of your contract to assist with your initial out of pocket expense and budget allocation. Each payment also includes your Annual Hosting/Maintenance Services. (Including any Subsites will increase below costs)

1st Year CPA	\$4,965	3rd Year CPA.....	\$5,196
2nd Year CPA.....	\$5,078	4th Year CPA.....	\$2,605
			(Annual plus 5% Technology Fee)

Optional Services

CivicReady Mass Notification System

Whether communicating routine or emergency news, we allow you to alert recipients with actionable information within seconds, using a single interface—saving you time, while amplifying the reach of your time-sensitive message. Quickly create and distribute news and information whether it's in response to a local crisis, or simply a routine alert or internal communication to staff.

CivicRec Recreation Management

Whether the public is using the recreation registration software to sign up for programs, rent facilities, or find volunteer opportunities, you can be confident that your parks and recreation department is offering an intuitive citizen self-service solution. Our all-in-one solution also includes team and league memberships, point-of-sale capabilities, even event ticket generation.

CivicHR Employee Management Software

The easiest-to-use local government human resource management solution. Our cloud-based software integrates and organizes data, automates job postings, collects applications, simplifies employee onboarding, and manages performance.

CP Connect Citizen Request Management

Receive and respond to all citizen requests, inquiries, and comments from a single hub. CP Connect™ allows you to convert citizen requests into service requests while benefitting from automated follow-ups and giving citizens the transparency, they expect.

Civic Media Live & On-Demand Streaming

CivicMedia provides our clients with the capability to easily live stream any board or committee meeting. Each meeting can also be archived online for quick on-demand access.

AxisGIS Online Mapping

AxisGIS is a dynamic online mapping application that lets users query, browse, report and visualize location-based content from anywhere, anytime. Ideal for assessment data, abutters list, flood zones, private parcel data, public works mapping, and much more.



Pricing Proposal
Quotation #: 20821061
Created On: 8/3/2021
Valid Until: 8/31/2021

City of Williams Bay

John Wisniewski

W
United States
Phone: 414-315-2699
Fax:
Email: john@velocitysolutions.tech

Inside Account Executive

Anthony Zapata

290 Davidson Ave.
Somerset, NJ 08873
Phone: 732-564-8513
Fax: 732-507-1538
Email: Anthony_Zapata@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 HPE Aruba 2930F 48G PoE+ 4SFP - Switch - L3 - managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP (uplink) - rack-mountable - PoE+ (370 W) Hewlett Packard Enterprise - Part#: JL262A#ABA	1	\$2,950.00	\$2,950.00
2 HPE Aruba Instant On 1930 24G Class4 PoE 4SFP/SFP+ 195W Switch - Switch - L3 - managed - 24 x 10/100/1000 (PoE) + 4 x 1 Gigabit / 10 Gigabit SFP+ - rack-mountable - PoE (195 W) Hewlett Packard Enterprise - Part#: JL683A#ABA	1	\$385.00	\$385.00
3 Ubiquiti UNIFI AP AC PRO Ubiquiti - Part#: UAP-AC-PRO-US	3	\$140.00	\$420.00
		Total	\$3,755.00

Additional Comments

Ubiquiti has a no returns policy on any open products.

Please Note: Hewlett Packard Enterprise has a zero returns policy on custom build machines.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the SHI Online Customer Resale Terms and Conditions, unless a separate resale agreement exists between SHI and the Customer.



Jennifer Schlaiss

1 message

Donald Robison <drobisonwbcourt@gmail.com>

Tue, Jul 20, 2021 at 2:20 PM

To: Village Administrator <admin@williamsbay.org>, dparker@williamsbay.org

Good afternoon,

My current clerk Jennifer Schlaiss was hired at \$21,000.00 a year. Her last paycheck reflects she is making \$19,000.00. Could the board please increase her pay to \$21,000.00.

Thank you.

Best Regards,

Donald Robison

Hon. Donald Robison

Municipal Court Judge

Village of Williams Bay

Village of Williams Bay, WI

Investment Policy

Purpose:

The objective of the investment policy of the Village of Williams Bay is to conform with all applicable federal, state, and other legal requirements; to adequately safeguard principal; to provide sufficient liquidity to meet all operating requirements; and to obtain a reasonable rate of return.

Scope:

The investment policy applies to all financial aspects of the Village of Williams Bay.

Prudence:

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

Ethics and Conflicts of Interest:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

Objective:

The primary objectives, in order of priority, shall be:

1. Legality- conformance with federal, state, and other legal requirements
2. Safety- preservation of capital and protection of investment principal
3. Liquidity- maintenance of sufficient liquidity to meet operating requirements
4. Yield- attainment of market rates of return

The portfolio should be reviewed periodically by the Finance and Personnel Committee as to its effectiveness in meeting the entity's needs to safety, liquidity, rate of return, diversification, and its general performance.

Delegation of Authority:

Management and administrative responsibility for the investment program is hereby delegated to the Treasurer by the Board of Trustees. The Treasurer shall oversee investment transactions conducted on behalf of the Village and has the authority to direct the transfer of funds between accounts established for investments. The Treasurer may contract with one or more investment advisors with prior approval of the finance committee and with sufficient funds available within the Village budget.

Internal Controls:

The Treasurer is responsible for establishing and maintaining an internal control structure designed to insure that the assets of the Village are protected from loss, theft, or misuse. The internal controls shall be reviewed by the Village's independent auditor during the annual audit process. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting
- Custodial safekeeping
- Written confirmation of transactions for investments and wire transfers

Authorized and Suitable Investments:

The portfolio will be invested in accordance with Section 6.0603 of Wisconsin State Statutes governing the investment of public funds. Acceptable investments include the following:

- Bonds or securities issued or guaranteed as to principal and interest by the Federal Government, or by a commission, board, or other instrumentality of Federal Government.
- Fixed income securities with a minimum long-term debt rating of AA by Moody's or Aa by Standard and Poor's at the time of purchase.
- Investments in commercial paper and variable rate demand notes are restricted to corporations rated A-1 by Standard & Poor's or P-1 by Moody's at the time of purchase.
- Certificate of Deposit in any credit union, bank, savings bank, trust company, or savings and loan association which is authorized to transact business in the State of Wisconsin if certificate of deposits mature in not more than three (3) years.
- State of Wisconsin Local Government Investment Pool.
- Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of this state.
- Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities.
- Repurchase agreements that are secured by investment securities fully guaranteed by the U.S. Government.

Collateralization:

Funds on deposit in excess of FDIC limits must be secured by some form of collateral, witnessed by a written agreement, and held at an independent-third party institution in the name of the Village. The amount of collateral will not be less than 110% of the fair market value of the net amount of public funds secured. Additional collateral will be requested when the ratio declines below the level required and collateral will be released if the market value exceeds the required level. The custodian shall send statements of pledged collateral to the Treasurer on a monthly basis or as requested by the Village.

Diversification:

The investments shall be diversified to avoid unreasonable risks. The Treasurer will:

- Limit investments to avoid over-concentration in securities from a specific issuer or business sector.
- Invest in securities with varying maturities.
- Use the option of investing a portion of the portfolio in readily available funds to insure that appropriate liquidity is maintained to meet ongoing obligations.

Maximum Maturities:

To the extent possible, the Treasurer shall attempt to match its investments with anticipated cash flow requirements. Maturities of individual securities must be in compliance with Section 66.0603 of the Wisconsin Statutes.

Reporting:

The Treasurer shall provide the finance and personnel committee an investment report on a quarterly basis or when a specific request is made. The report shall summarize the investment strategies employed; the types, terms, and characteristics of investment holdings; the total investment return; the performance of each investment in comparison to the annual budget. The Treasurer shall immediately report investment issues or concerns to the Village Administrator. The Village Administrator shall report any significant investment issues or concerns to the finance and personnel committee, as appropriate.

August 9, 2021

To: President Duncan
Village Trustees

From: Becky Tobin, Village Administrator

Re: **FY 2022 Budget Procedures**

Dear Trustees and President Duncan:

Last month the Village Treasurer and I met with Trustee Parker to discuss new budget procedures that we would like to put into place as we work on the fiscal year 2022 budget. It is vital for the Treasurer, Departments Heads, and the Village Board to play a more active role in the budget process. Allowing a greater level of participation throughout the process will create a higher level of transparency and understanding of the budget while holding the department heads accountable for their own budgets. The Administrator should not be doing the budget themselves, but rather be a support system and a knowledge base to help guide the process for the entire team.

The Treasurer and I will begin meeting with department heads August 16, 2021. We will go through all the numbers with the department head and help answer any questions that they may have. Water and Sewer budgets will be included in this process. We can arrange a separate meeting with committee chairs if they wish to do so but these meetings need to take place no later than August 31, 2021.

The Treasurer will complete the first draft of the budget by September 10, 2021.

The next step will be to hold special budget meetings with Finance and Personnel Committee; however, the entire board will be invited to attend these meetings and give input. The department heads will be presenting their own budgets to the board. These 4 meetings will be scheduled between September 13, 2021 and September 30, 2021. Each department head will only present at 1 meeting, but we could have 2 or 3 departments present at the same meeting.

The final draft of the budget will be presented to committee on October 13, 2021 for any additional comments. The public hearing notice needs to be submitted to the paper no later than October 22, 2021. The public hearing and final approval by the board will take place on November 15, 2021.

Please let me know if you have any questions or concerns regarding the budget process.

Thank you.



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Vlach at 7:16pm

Roll Call

Trustees Vlach, D'Alessandro and Umans

Also Present: President Duncan, Trustees Parker, Stanek and Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Umans/D'Alessandro motion to approve meeting minutes of June 10, 2021. Unanimously carried.

Umans/D'Alessandro motion to approve meeting minutes of June 16, 2021. Unanimously carried.

Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's Alcohol License Request for August 13 - 15, 2021

Umans/D'Alessandro motion to recommend Village Board approval of the Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's Alcohol License Request for August 13 - 15, 2021. Unanimously carried.

Williams Bay Lioness Temporary Class "B" Retailer's Alcohol License Request for July 1st and August 5th, 2021

Umans/D'Alessandro motion to recommend Village Board approval of the Temporary Class "B" Retailer's Alcohol License Request for July 1st and August 5th, 2021. Unanimously carried.

Monthly Police Activity Report

Chief Timm presented the monthly report and answered any questions.

Police Chief's Report

Chief Timm provided an update on current activities including National Night Out on August 3rd, stated that they are in the hiring process that will end on July 31st. Chief Timm provided a brief update on the drowning incident that occurred on July 13th and thanked all the agencies involved.

Adjourn

Umans/D'Alessandro motion to adjourn at 7:40pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Protective Services Committee



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org Phone:
262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES PROTECTIVE SERVICES 08/02/21 MEETING MONDAY, AUGUST 2, 2021 AT 6:45 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Trustee Vlach called the meeting to order at 6:45pm.

II. Roll Call

Present: George Vlach, Jim D'Alessandro, Robert Umans

Also Present: President Duncan (arrived at 6:50pm), Trustee Wright, Clerk Pankau and Chief Timm

III. Conditional Full - Time Offer - Police Officer

Trustee Vlach explained that candidates were interviewed this morning for a Police Officer position. There were twelve applicants and five were chosen to interview. Three withdrew their application before interviews and the Interview Panel decided not to extend an offer to either of the two that were interviewed this morning.

The motion to direct the Police Chief to advertise a position for a Full - Time Police Officer was initiated by Jim D'Alessandro and seconded by Robert Umans. Unanimously carried.

IV. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Robert Umans at 6:53pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

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

Application for Temporary Class "B" / "Class B" Retailer's License

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

FEE \$ _____

☐ Town ☒ Village ☐ City of Williams Bay

Application Date: 7-26-21

County of Walworth

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

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

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning Oct 9th and ending Oct 9th and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☒ Bona fide Club ☐ Church ☐ Lodge/Society

☐ Chamber of Commerce or similar Civic or Trade Organization

☐ Veteran's Organization ☐ Fair Association

(a) Name Williams Bay Irons Club

(b) Address Po Box 550 Williams Bay WI 53191
(Street) ☐ Town ☐ Village ☐ City

(c) Date organized 1946

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Patrick Byrnes 33 Parkhurst WB

Vice President Daniel Anderson N2402 Egin Club Rd LG

Secretary Doug Swangren Congress St WB

Treasurer Bruce Nelson 5031 Bailey Delavan

(g) Name and address of manager or person in charge of affair:

Daniel Anderson N2402 Egin Club Rd LG 262-203-2714

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Edgewater Park Wms Bay

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event The Nick Casella Rockin Car Show

(b) Dates of event Oct 9th 2021

DECLARATION

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

Officer Daniel Anderson
(Signature/date)

Officer Bruce Nelson
(Signature/date)

Date Filed with Clerk _____

Date Granted by Council _____

Wms Bay Irons Club
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Reported to Council or Board _____

License No. _____



Walworth County Sheriff's Office

1770 County Road NN - Post Office Box 1004 - Elkhorn, Wisconsin 53121-1004
www.co.walworth.wi.us

Kurt Picknell, Sheriff Dave Gerber, Undersheriff

Captain Robert J. Hall
Walworth County Sheriff's Office
1770 County Hwy NN
Elkhorn, WI 53121

September 25, 2020

Chief Timm
Village of Williams Bay Police Department
250 Williams Street
Williams Bay, WI 53191

Chief Timm,

I apologize for the delay in this correspondence. As previously discussed I did tour the intersection of S. Walworth Avenue and Liechty Drive at your request.

After viewing the intersection I am in agreement with your opinion regarding the posting of a fourth stop sign. Your desire to assist area citizens by improving traffic safety is on target for this intersection.

A four way intersection usually consists of 2 or 4 stop signs controlling the flow of traffic. I did find it unusual this intersection is controlled by 3 stop signs.

If I can assist further do not hesitate to contact me.

Respectfully,

Captain Robert J. Hall

From: THOMAS SHAUGHNESSY <tyvek2@aol.com>

Date: June 23, 2021 at 1:09:23 PM CDT

To: admin@williams.org, mattstanek@williamsbay.org, wedwards@williamsbay.org

Subject: Liechty Drive+ Walworth Avenue Intersection

Dear Village Officials,

My name is Tom Shaughnessy, 45 Liechty Drive, Williams Bay, WI., 53191. Tyvek2@aol.com, 630-532-0466. FULL time resident.

My wife and I moved here three years ago and built a house near the intersection of conference point Rd. and Lichty Drive. We have been here over three years. We really enjoy the town and our neighbors. There seems to be a recurring issue that goes on Lichty Drive once you turn off of conference point Rd. onto Lichty Drive heading toward the lake. It appears that a lot of people believe that Lichty drive is actually the Indianapolis 500 race track. We realize there are a lot of young people who work at Pier 290 and the staff is ever-changing. I have been working along with Dave the manager at Pier 290 to keep his employees abreast of the speed limit. One of the downfalls is there is no sign on Lichty Drive that tells what the speed limit is. There is a sign on conference point Road coming from the grade school toward Lichty Drive that appears to be 20 mph. I don't believe that that sign has ever been cleaned in the last 50 years. I realize you're not probably going to put a sign on Lichty drive and I also realize you cant Monitor the speed limit or the drivers that are not observing it. In speaking with Dave at pier to 90 perhaps we could ask the village to put in a removable speed table which is being used at Geneva national on some of their streets. Dave said they would object to that 100% due to the fact that they drive up and down Lichty drive with boats and it could cause harm to those boats. I then said what about a stop sign as you are heading east on Liechty Drive just before the driveway you have that goes into your upper parking lot. Dave said he had no objection to that and I showed him a picture of a stop sign that is being used in Geneva national. When you get approximately 25 to 30 yards from the stop sign it starts to flash little red LEDs at all the points of the stop sign. There is a solar panel on the top of the stop sign so there is no need for electricity. Dave said he would welcome this so I am petitioning to you to take a look at it. The reason for me asking this is there are many people who do not live here full-time but do go up and down Lichty drive either going to our beach in our association, to Pier 290 to enjoy an evening or afternoon for lunch or dinner or going to town just to walk along the beach. It is unsafe for these constituents of yours to put themselves and their children in harms way due to the fact that there are many people who do not believe there is a speed limit on Lichty Drive and they can drive like maniacs on a daily basis, whether it's a construction truck, a delivery truck or just the general public. I would believe that the safety of these constituents of yours would be of Utmost concern to you. There are no sidewalks and many of the neighbors has spent money to reconstruct their yards and really prefer you do not walk in their grass which then leaves you to only walk in the street. I would hope you would come over, give me a visit and I would be glad to go over it and show you what's going on. Also while I'm at it when you are coming south on Walworth and get to the intersection of Liechty Drive the house that is on the north west corner has bushes growing there and if you were in a car and you stop at the stop sign that is there you cannot see the oncoming traffic that is heading east on Liechty Drive, nor can they see you when they are cutting the corner to make a left turn to go north onto Walworth. Hopefully someone will come by and do a survey and see that one of these stop signs that is self-contained with a battery a solar panel and the LED lights would be very advantageous to the safety of the people in the community. Hopefully you could install it to the west side of the driveway that goes in to gages parking lot. I realize that the house that is there would have to have some of the bushes trimmed because that's another safety issue when people are coming out of the driveway to go onto either Lichty drive or Walworth, they cannot see the oncoming traffic due to the height and thickness of those bushes. If you have any questions or would like to meet with me and walk down the street so I can show you exactly what I'm talking about I have given you my information at the top of this letter and I look forward to hearing from you. I belong to the Summer Haven subdivision and they are aware that I am sending this letter to you with their blessing.

Respectfully,

Tom Shaughnessy



Fwd: Triathlon approval

1 message

George Vlach <gvlach@williamsbay.org>
To: Village Administrator <admin@williamsbay.org>

Thu, Jul 29, 2021 at 11:23 AM

Sent from my iPhone

Begin forwarded message:

From: Sally Gerson <seliagerson@gmail.com>
Date: July 28, 2021 at 2:00:00 PM CDT
To: gvlach@williamsbay.org
Subject: Triathlon approval

Hi George,

This is Sally Gerson and I'm assisting with the upcoming Fontana Triathlon to take place on 9/18/2021. I was informed that the Protective Services Committee must approve this race before we move forward. If you could please place Steve Fettig from Peak Performance Professionals on the agenda for your next meeting, which is 8/11/2021, to present a brief overview of race. Please connect with me on the time and location to present.

Thank you,
Sally Gerson
Tri. Volunteer / Williams Bay Civic League
Fundraising Chair

Sent from my iPad



2021 Fontana on Lake Geneva Triathlon - safety and police, public road use - September 18, 2021

1 message

Steven Fettig <steve@tankcraftcorp.com>

Mon, Jul 12, 2021 at 3:28 PM

To: "jbushey@townoflinn.com" <jbushey@townoflinn.com>, "admin@townoflinn.com" <admin@townoflinn.com>, "jweiss@townoflinn.com" <jweiss@townoflinn.com>, "admin@williamsbay.org" <admin@williamsbay.org>

Dear all,

I represent the Fontana Triathlon as the lead sponsor and local business owner. Some of you may or may not know me, so I may be repeating information that I or someone has already talked to you about.

In 2019, we had a very successful reboot of the "old" Fontana Triathlon that eventually moved to Williams Bay and was eventually cancelled due to financing issues, etc. My role in bringing the triathlon back is to a) bring back an event that I had participated in back in the early 2000s and b) finance it such that it gets off the ground without any of the shenanigans that the old events became known for.

Due to the unforeseen lockdowns of 2020, we had to cancel that event. But, we are planning on holding the Triathlon this coming September 18th (Saturday) and would like to work through the logistics with each of your respective jurisdictions. Chief Bushey from Linn has stated that Linn now has a permitting process that we need to go through and I'd like to get the ball rolling on taking care of that. Mr. Tom Whowell is in contact with Williams Bay, but I wanted to make sure that, as a managing organization, we are reaching out to and talking to everyone necessary. So, with Williams Bay, we would appreciate if someone could help explain who we need to talk to if we haven't already.

It might be best to schedule a conference call. Alternatively, I can meet with each of the jurisdictions separately.

Currently, the long version of the bike course is going to be:

https://ridewithgps.com/routes/30075228?privacy_code=Pe2A4jpNrZFHR7Hj

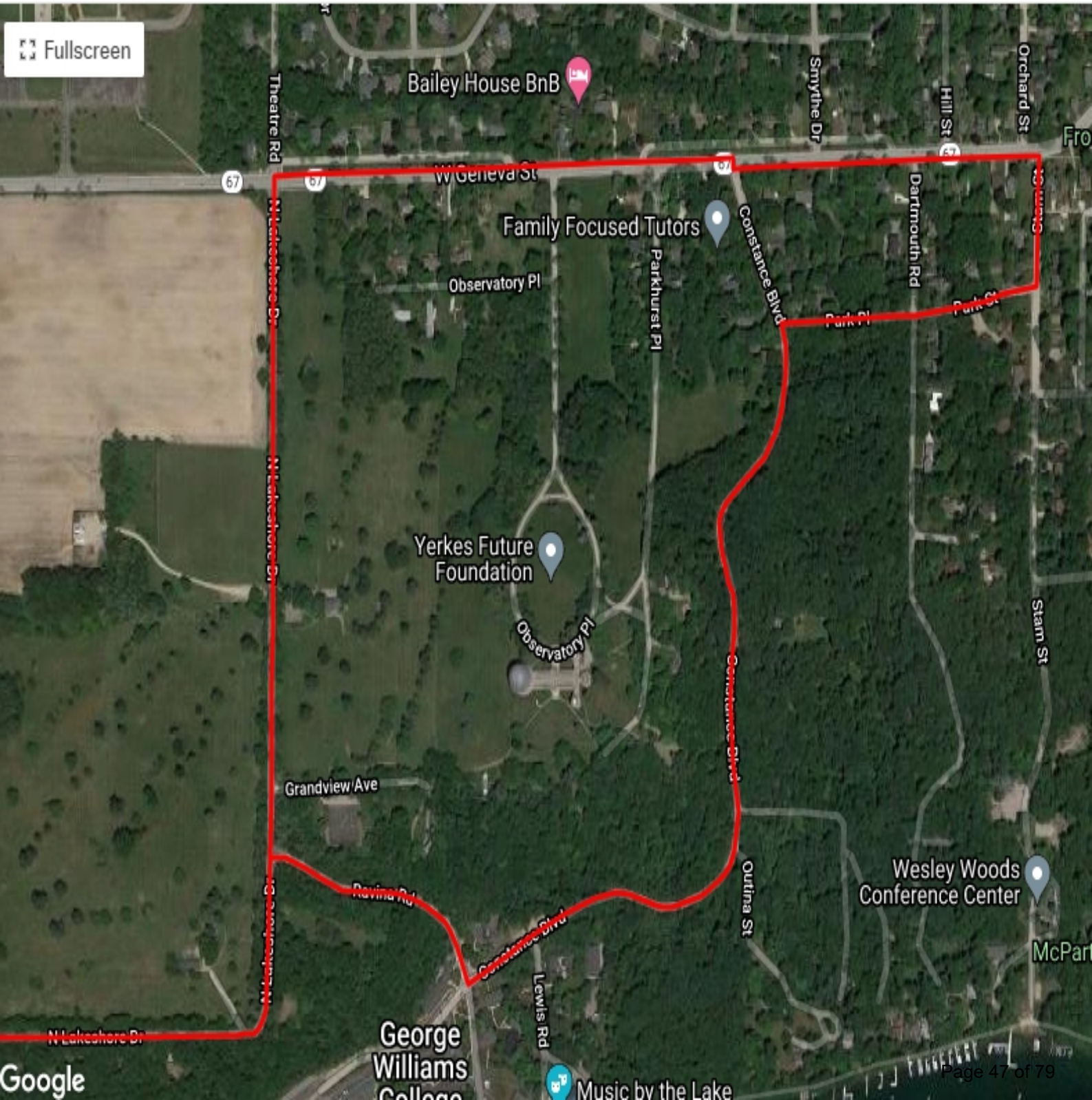
There will be route changes due to construction and other potential obstacles and we will have that decided by early next month.

Similarly, the long version of the run course is going to be:

<https://ridewithgps.com/routes/31078618>

We already know that parts of that course will need to be modified due to construction at Yerkes, but we do not have exact details yet as to how the route will change.

Thank you to all who have helped in the past. We look forward to this year (finally) keeping forward progress on making this a great event for all of the communities involved.



Bailey House BnB

Family Focused Tutors

Yerkes Future Foundation

George Williams College

Music by the Lake

Wesley Woods Conference Center

McPart

PERMIT FOR **PORTABLE or **PERMANENT** DYNAMIC SPEED DISPLAY SIGN**
Permit # (highway # - xx county name)

APPLICANT (City, Village, Town)	COUNTY:
MAILING ADDRESS	AREA CODE - TELEPHONE NUMBER - FAX NUMBER
LOCATION: ON HIGHWAY - DIRECTION Highway # _____ Direction _____	AT INTERSECTING STREET
	OR IF NOT AN INTERSECTION DISTANCE _____ FEET EAST FROM INTERSECTING STREET NAME OF STREET:
SPEED LIMIT ____ MPH	MAP ENCLOSED SHOWING LOCATION _____ MAP IS REQUIRED

Portable Radar LED SPEED Display sign White background/black legend – top half static sign LED – yellow bottom half of sign Per state sign plate R2-1C	Quantity: _____	The color of the changeable message legend shall be yellow on black background. The fixed message shall be YOUR SPEED. The overall message shall be YOUR SPEED XX MPH per MUTCD Section 2B.13 or YOUR SPEED per TeOPS 2-1-7 policy.
4 lanes or 2-lane facility?	Mounting device? (see list below) specify which one	
The above named municipality hereby assumes full responsibility for costs of installing and maintaining the portable radar LED speed display sign and will rotate the sign every 8 days as authorized and shall hold harmless the State of Wisconsin and the Wisconsin Department of Transportation from any claims resulting from action by the local unit of government. All signs shall be in accordance with the following requirements and the Manual of Uniform Traffic Control Devices (MUTCD) Section 2B.13		
Name of Authorized Official (print)		Title
✓ _____ <i>Signature</i>		✓ _____ <i>Date</i>
APPROVED for the Wisconsin Department of Transportation: ✓ _____ Region Authorized Representative – Traffic Operations		✓ _____ <i>Date</i>
PERMIT NUMBER: STH # - XX county name		

N:spo/operations/traffic ops/permits/speed limit- portable dynamic signs/standard form

Page 1 of 4

1. The local unit of government shall be responsible for all liability costs.
2. The sign locations shall not impede traffic movements (through or turning). Signs may have to be temporarily removed due to maintenance operations or oversized loads. WISDOT is not responsible for sign removal or reinstallation costs.
3. The local unit of government shall be responsible for manufacture, liability, installation and maintenance costs, which includes removal and re-installation.
4. The local unit of government shall affix an identification label to the back of each sign, per Wisconsin State Statute 86.19(5).
5. The sign shall be per state plate R2-1C attached.
6. Mounting height shall be 7' to bottom of sign in urban and 6' minimum mounting height in rural locations.
7. WISDOT reserves the right to remove the dynamic speed sign in the event of a speed zone change, maintenance work or improvement project.
8. The size lettering shall at a minimum match the adjacent speed limit sign (see R2-1C state sign plate).
9. Installations shall comply to NCHRP 350 crashworthy requirements or if on utility pole shall be the liability and responsibility of the municipality.
10. Shall be located next to or downstream (typically 100 to 200 feet) of the regulatory R2-1 speed limit sign or S4-51 school speed limit sign and at the same mounting height.

page 2 of 4

INDEMNIFICATION

The Applicant shall save and hold the State, its officers, employees, agents, and all private and governmental contractors and subcontractors with the State under Chapter 84 Wisconsin Statutes, harmless from actions of any nature whatsoever (including any by Applicant itself) which arise out of, or are connected with, or are claimed to arise out of or be connected with any of the work done by the Applicant, or the construction or maintenance of facilities by the Applicant, pursuant to this permit or any other permit issued by the State for location of property, lines or facilities on highway right-of-way, (1) while the Applicant is performing its work, or (2) while any of the Applicant's property, equipment, or personnel, are in or about such place or the vicinity thereof, or (3) while any property constructed, placed or operated by or on behalf of Applicant remains on the State's property or right-of-way pursuant to this permit or any other permit issued by the State for location of property, lines or facilities on highway right-of-way; including without limiting the generality of the foregoing, all liability, damages, loss, expense, claims, demands and actions on account of personal injury, death or property loss to the State, its officers, employees, agents, contractors, subcontractors or frequenters; to the Applicant, its employees, agents, contractors, subcontractors, or frequenters; or to any other persons, whether based upon, or claimed to be based upon, statutory (including, without limiting the generality of the foregoing, worker's compensation), contractual, tort, or whether or not caused or claimed to have been caused by active or inactive negligence or other breach of duty by the State, its officers, employees, agents, contractors, subcontractors or frequenters; Applicant, its employees, agents, contractors, subcontractors or frequenters; or any other person. Without limiting the generality of the foregoing, the liability, damage, loss, expense, claims, demands and actions indemnified against shall include all liability, damage, loss, expense, claims, demands and actions for damage to any property, lines or facilities placed by or on behalf of the Applicant pursuant to this permit or any other permit issued by the State for location of property, lines or facilities on highway right-of-way in the past or present, or that are located on any highway or State property or right-of-way with or without a permit issued by the State, for any loss of data, information, or material; for trademark, copyright or patent infringement; for unfair competition or infringement of personal or property rights of any kind whatever. The Applicant shall at its own expense investigate all such claims and demands, attend to their settlement or other disposition, defend all actions based thereon and pay all charges of attorneys and all other costs and expenses of any kind arising from any such liability, damage, loss, claims, demands and actions.

Any transfer, whether voluntary or involuntary, of ownership or control of any property constructed, placed or operated by or on behalf of the Applicant that remains on the State's property or right-of-way pursuant to this permit shall not release Applicant from any of the indemnification requirements of this permit, unless the State is notified of such transfer in writing. Any acceptance by any other person or entity, whether voluntary or involuntary, of ownership or control of any property constructed, placed or operated by or on behalf of the Applicant that remains on the State's property or right-of-way pursuant to this permit, shall include acceptance of all of the indemnification requirements of this permit by the other person or entity receiving ownership or control.

Notwithstanding the foregoing, a private contractor or subcontractor with the State under Chapter 84 Wisconsin Statutes, that fails to comply with sections 66.047 and 182.0175 Wisconsin Statutes (1985-1986), remains subject to the payment to the Applicant of the actual cost of repair of intentional or negligent damage by the contractor or subcontractor to any property, lines or facilities placed by or on behalf of the Applicant pursuant to this permit or any other permit issued by the State for location of property, lines or facilities on highway right-of-way, and remains subject to payment to the Applicant for losses due to personal injury or death resulting from negligence by the contractor or subcontractor.

Notwithstanding the foregoing, if the State, or its officers, employees and agents, fail to comply with sections 66.047 and 182.0175 Wisconsin Statutes (1985-1986), the State or its officers, employees and agents, remain subject to the payment to the Applicant of the actual cost of repair of willful and intentional damage by the State, or its officers, employees and agents, to any property, lines or facilities placed by or on behalf of the Applicant pursuant to this permit or any other permit issued by the State for location of property, lines or facilities on highway right-of-way, and remain subject to payment to the Applicant for losses due to personal injury or death resulting from negligence by the State, its officers, employees and agents.

No indemnification of private contractors or subcontractors with the State under Chapter 84 Wisconsin Statutes, shall apply in the event of willful and intentional damage by such private contractors or subcontractors to the property, lines and facilities of the Applicant located on the highway right-of-way pursuant to this permit or any other permit issued by the State for the location of property, lines or facilities on highway right-of-way.

R2-1C

NOTES

- Sign is Type II - Type H Reflective - reference WIS DOT Standard Specification for HIGHWAY and STRUCTURE CONSTRUCTION latest edition.
- Color:
Background - White
Message - Black
- Message Series - E, Lines 1 & 2
- LED screen should have a minimum of 14" numbers for Size 2, and a minimum of 18" letters for Size 3, 4

SIZE	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	INCHES
1																											
2S	VARIES	VARIES	1 1/8	3/8	1/2	4	14	3	2 1/4	8 1/2	9 5/8																VARIES
2M	VARIES	VARIES	1 1/8	3/8	1/2	4	14	3	2 1/4	8 1/2	9 5/8																VARIES
3	VARIES	VARIES	1 3/8	1/2	5/8	6	18	6	5	13	15 1/2																VARIES
4	VARIES	VARIES	1 3/8	1/2	5/8	6	18	6	5	13	15 1/2																VARIES
5																											

PROJECT NO:

HWY:

COUNTY:

PLOT DATE: 13-MAR-2011 13:50

PLOT BY: mackjo

PLOT NAME:

PLOT SCALE: 1:5,189,331.11, 0.00005

SHEET NO:

STANDARD SIGN
R2-1C

WISCONSIN DEPT OF TRANSPORTATION

APPROVED: *Matthew R. Raich*
For State Traffic Engineer

DATE: 3/17/2011 PLATE NO: R2-1C-2

WISDOT/CADD SHEET 42

Table 5-24. Summary of Risk by Jurisdiction: 2021 (being verified)

	Dam Failure	Flooding [3]	Dense Fog	Tornado	Hail- storm	Thunder- storm	Winter Storms	Temp. Extremes	Drought	Wildland Fire
Town										
Bloomfield	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Darien	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Delavan	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
East Troy	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Geneva	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Lafayette	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
La Grange	Medium	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Linn	Medium	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Lyons	Medium	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Richmond	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Sharon	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Spring Prairie	Medium	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Sugar Creek	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Troy	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Walworth	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Whitewater	Medium	High	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Village										
Bloomfield [2]	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Darien	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
East Troy	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Fontana-on-Geneva Lake	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Genoa City [1]	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Mukwonago [1,2]	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Sharon [2]										
Walworth [2]	Low	High	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Williams Bay	Low	High	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
City										
Burlington [1,2]	Low	High	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Delavan	Medium	High	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Elkhorn	Low	Medium	Low	Medium	Medium	Medium	Medium	Medium	Low	Low
Lake Geneva										
Whitewater [1]										
Walworth County										

Notes:

1. Municipality located in Walworth County and another county
2. The Village incorporated on December 20, 2011
3. See Section 6 of this chapter for a detailed loss estimates.

18. SUMMARY OF DAMAGE ESTIMATES

Table 5-25 lists damage estimates for the various natural hazards reviewed in this chapter.

Table 6-8. Federal and State Funding for Mitigation Activities: 1965–2021

Year	Jurisdiction	Amount	Funded Activities
2008	Walworth County	\$	Preparation of initial hazard mitigation plan
2012	Walworth County	\$	5-year update of hazard mitigation plan
2020	Walworth County	\$	5-year update of hazard mitigation plan

Source: Walworth County Emergency Management

5. REVIEW OF CAPABILITIES

This multi-jurisdictional plan covers all of the unincorporated area of Walworth County and 14 municipalities – 9 villages and 5 cities. They all have different levels of resources and personnel that could be made available in the implementation of this plan (Table 6-8).

Table 6-8. Summary of Staff Capabilities: 2021

	Administrator	Emergency Management Staff	Community Planner
Village			
Bloomfield [2]	No	No	No
Darien	No	No	No
East Troy	Yes	No	Contracted
Fontana-on-Geneva Lake	Yes	No	Contracted
Genoa City [1]	No	No	No
Mukwonago [1]	Yes	No	Yes
Sharon	No	No	No
Walworth	Yes	No	No
Williams Bay	Yes	No	No
City			
Burlington [1]	Yes	No	Yes
Delavan	Yes	No	No
Elkhorn	Yes	No	Yes
Lake Geneva	Yes	Yes (0.5 FTE)	No
Whitewater [1]	Yes	Yes (1 FTE)	Yes
Walworth County	Yes	Yes (1.3 FTE)	Yes (2 FTE)

Notes:

1. Municipality located in Walworth County and another county
2. The village incorporated on December 20, 2011

6. GOALS, OBJECTIVES, POLICIES, AND ACTIVITIES

This section builds off of the previous parts of the plan and presents a unified plan of action to mitigate the effects of natural hazards on property, people, and assets. It lists goals, objectives, and policies that should guide decision-makers and other officials. Goals are intended to describe an end state, usually in

Goal 1. Public Education

Provide the public with the education they need to adequately prepare for and respond to natural hazards including dam failure, flooding, ice shoves, dense fog, tornadoes, hailstorms, thunderstorms, winter storms, extreme temperature, drought, and wildland fire.

Objectives

1. Strengthen emergency service preparedness and response by enhancing public education throughout the county.
2. Increase the number of households that have prepared a family emergency plan.
3. Increase the number of public outreach materials in Spanish.

Policies

1. Work with non-governmental organizations such as youth, service, professional, religious organizations to promote mitigation education and awareness.
2. Look for multiple and varied opportunities to disseminate educational information to county residents.

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
1. Develop and implement education programs aimed at mitigating natural hazards and reducing the risk to citizens, public agencies, private property owners, businesses, and schools (e.g., Savy Seniors). (2021 status – ongoing)	\$5,000	Medium	X	X	Walworth County Emergency Management; American Red Cross; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
2. Create displays for use at public events such as the county fair, wellness fairs (2021 status – ongoing effort)	Staff time and supplies	Medium	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Work with the representatives of the public and private schools within the county to promote hazard mitigation awareness (2021 status – ongoing effort)	Staff time	Medium	X	X	Walworth County Emergency Management; American Red Cross; Walworth County Department of Health & Human Services
4. Identify, improve, and sustain collaborative programs focusing on the real estate and insurance industries, public and private sector organizations, and individuals to avoid activity that increases risk to natural hazards. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions, Walworth County Department of Land Use & Resource Management
5. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2021 status – ongoing effort)	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
6. Provide more hazard-related information in Spanish. (2021 status – ongoing)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services, Workforce Development
7. Work with area business representatives and citizens through our Public/Private Partnership to promote hazard mitigation awareness (2021 status – ongoing effort)	Staff time	Medium	X		City of Lake Geneva

Goal 2. Flooding

Protect the public health, safety, and welfare of county residents and public and private property during flood events.

Objectives

1. Minimize the impact of flooding on potentially affected structures.
2. Decrease the number of structures currently located in the 100-year floodplain that are not properly flood-proofed.
3. Minimize the amount of impervious surface in new development projects to allow more infiltration of storm water into the ground.
4. Increase public awareness of flooding.
5. Improve communication between the county and local units of government when floods occur or are likely to occur.

Policies

1. Continue to enforce floodplain regulations to ensure that future development in the 100-year floodplain meets established standards.
2. Support the identification and conservation of land with high flood mitigation value (e.g., wetlands, upland storage, and infiltration areas).
3. Support land acquisition and other management strategies to preserve open space for flood mitigation purposes.
4. Ensure that governmental officials and employees, county residents, and real estate agents are aware of floodplain regulations.
5. Ensure that people owning property in the 100-year floodplain, and their agents, notify buyers when selling their property.
6. Adopt standards to control the proportion of a site that can be covered with impervious surfaces.
7. Locate public infrastructure outside of the 100-year floodplain. When infrastructure has been located in the 100-year floodplain, it should be flood proofed or otherwise protected from flood water.
8. Design and properly size all new stream crossings to not create a significant upstream back-water effect.
9. Continue to enforce storm water management regulations.
10. Update flood insurance rate maps (FIRMs) when it can be shown that they are substantially inaccurate.
11. Ensure that all large dams in the county have emergency action plans and that they are up to date.
12. Undertake such activities as may be required to remain compliant with the requirements of the National Flood Insurance Program.

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
1. Identify and evaluate feasible mitigation options for those properties which may be designated as a repetitive flood property. (2021 status – ongoing effort)	Staff time	Low	X	X	Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
2. Apply for funding through the federal Hazard Mitigation Grant program, Flood Mitigation Assistance Program, and the Pre-Disaster Mitigation Program as well as any other resources that may be available to help flood proof repetitive loss sites or remove them through acquisition followed by demolition or relocation. (2021 status – ongoing effort)	Staff time	Low	X	X	Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Design and budget for stormwater management facilities consistent with adopted stormwater management plans than have been or will be prepared / amended. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; local jurisdictions as appropriate [1]
4. Develop and maintain a digital inventory of bridges/culverts on a county or state road. (2021 status – ongoing effort)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department, Walworth County Information Systems Department, Land Information Division
5. Identify those culverts and bridges that are undersized or are otherwise unable to handle expected flood flows. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department, cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
6. Develop and maintain a geographic database for public roadways that are susceptible to flooding. (2021 status – ongoing effort)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department, Walworth County Information Systems Department, Land Information Division
7. Prepare a strategy to prioritize road improvements for public roadways that are susceptible to flooding. (2021 status – no action)	Staff time	Medium	X		Walworth County Public Works Department; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
8. Identify undeveloped areas of the county, if any, that have flood mitigation value and develop appropriate strategies to protect them. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Department of Land Use & Resource Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
9. Establish a framework to compile and coordinate surface water management plans and data throughout the county. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Wisconsin Department of Natural Resources
10. Distribute National Flood Insurance Program information. (2021 status – ongoing effort)	Staff time	Medium	X	X	Walworth County Emergency Management; Walworth County Department of Land Use & Resource Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
11. Explore options for improving the ability of local units of government to report flooding, receive information, and request assistance as may be needed. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management
12. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2021 status – no action)	Staff time	High	X	X	Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division]
13. Evaluate the support for and the feasibility of becoming part of the Community Rating System (CRS) to lower flood insurance premiums for property owners. (2021 status – no action)	Staff time	High	X		Walworth County Emergency Management; cities of Delavan, Lake Geneva, and Whitewater; villages of Bloomfield, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, and Walworth (Note: City of Elkhorn and the villages of Darien and Williams Bay are not part of the program)
14. Work with the DNR to ensure that an emergency action plan is prepared for large dams and that they are periodically updated. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management
15. Develop a prioritized list of areas of the county meriting detailed flood studies. (2021 status – no action)	Staff time	Low	X		Walworth County Emergency Management

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
16. Ensure that privately-owned large dams are inspected consistent with state law. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; local jurisdictions as appropriate [1]
17. Ensure that publicly-owned large dams are inspected consistent with state law. (2021 status – no action)	Staff time	Medium	X		Local jurisdictions as appropriate [1], Wisconsin Department of Natural Resources
18. So as to continue compliance with state and federal requirements, revise existing floodplain regulations to ensure they comply with the most recent model floodplain regulations developed by the Wisconsin Department of Natural Resources (2021 status – ongoing effort)	Staff time	High	X		Walworth County Department of Land Use & Resource Management; cities of Delavan, Lake Geneva, and Whitewater; villages of Bloomfield, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, and Walworth (Note: City of Elkhorn and the villages of Darien and Williams Bay are not part of the program)
19. Undertake measures to address flooding within the Oak Knoll subdivision in the Village of Walworth. (2021 status – no action)	Unknown	High	X		Village of Walworth
20. Repair the Beulah Dam (County Highway J) (2021 status – no action)	Unknown	Medium	X		Walworth County Emergency Management; local jurisdictions [1]
21. Repair the Whitewater Lake Dam (2021 status – no action)	Unknown	High	X		Walworth County Emergency Management; local jurisdictions
22. Conduct a study to determine feasible and cost effective solutions to minimize flooding in those lake basins with a natural outlet such as Whitewater Lake and Turtle Lake and those without a natural outlet such as Lake Lorraine. (2021 status – no action)	Unknown	Medium	X		Walworth County Emergency Management; effected towns and local jurisdictions
23. Identify restrictions of water flow from Turtle Lake, Turtle Valley Wildlife Area, and Turtle Creek. Identify and analyze mitigation options for those properties and roadways affected. (2021 status – no action)	Unknown	High	X		Walworth County Emergency Management; Towns of Sugar Creek and Richmond and other effected towns and local jurisdictions
24. Address the reoccurring flooding of Chilson Road and prevent flood water from entering the sewer facility on Chilson Road. Remove trees from area by road and replace with geotextile material and rock. Also, put in a grassed waterway to help with the water flow. (2021 status – no action)	\$9,000 with potential for other funding	High	X		Town of Sharon; Walworth County Conservancy helped with the project design and will oversee the project
25. Conduct a study to determine feasible and cost-effective solutions to minimize flooding in the Inlet Oaks subdivision and implement a long-term solution. (2021 status – no action)	Unknown	High	X		Town of Delavan; Delavan Lake Sanitary District
26. Conduct a study to determine why there is flooding on the north side of Lake Wandewega and implement a long-term solution. (2021 status – no action)	Unknown	High	X		Town of Sugar Creek
27. Address the flooding along Potter Road, Hodges Road (near bridge area), and Bray Road (by the cross culvert near Plank Road and W3873 driveway) (2021 status – no action)	Unknown	High	X		Town of La Fayette
28. Mitigate flood water at Nipersink through culvert placement and ditch improvements. (2021 status – no action)	\$35,000	High	X		Town of Bloomfield
29. Continue to evaluate flooding issues along Madison Street and Wisconsin Street by the Ponds subdivision (2021 status – no action)	Unknown	High	X		Village of Darien

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
30. Storm sewer work along George St. and Ballard St. and ditch work along Prairie St. to improve flows (2021 status – no action)	Unknown	Medium	X		Village of Sharon, DPW

Notes:

* Indicates policies or activities that are intended to ensure continued compliance with the National Flood Insurance Program (NFIP).

Goal 3. Tornadoes

Lessen the effects of a tornado to the extent feasible and speed recovery following an event.

Objectives

1. Increase public education and awareness of the potential severity of tornadoes.
2. Minimize the amount of time that businesses damaged by a tornado are not operational.
3. Minimize the amount of time it takes to rebuild or restore dwellings damaged by a tornado.
4. Prevent injuries and death from tornadoes.

Policies

1. Bury overhead power and utility lines where feasible as a way to reduce power outages during all types of storm events.
2. Require that mobile homes and manufactured housing are securely anchored in place.
3. Ensure that adequate tornado shelters are available to county residents especially those living in mobile home parks.
4. Include redevelopment objectives in smart growth comprehensive plans to support post-disaster development activities.
5. Continue to support the efforts of severe weather spotters.
6. Keep the current siren system functioning and in good repair.
7. Encourage residents to obtain NOAA weather radios especially in those areas of the county that are not covered by a siren.
8. Encourage home builders and others to incorporate wind-resistant features into new home construction (e.g., anchor straps).

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
1. Periodically assess whether there are enough shelters to house displaced persons. (2021 status – ongoing effort)	Staff time	Medium	X	X	Walworth County Emergency Management; American Red Cross
2. Apply for mitigation funding to purchase NOAA weather radios for county residents. (2021 status – no action)	Staff time	Low	X		Walworth County Emergency Management
3. Study the feasibility of and support for adopting a local regulation which would require new mobile home parks and future expansions of existing parks to provide for a tornado shelter. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management
4. Develop and implement strategies for debris management. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department; American Red Cross
5. Amend land development regulations to require a storm shelter in mobile home parks when the number of mobile homes exceeds a threshold as established by the jurisdiction. (2021 status – no action)	Staff time	Medium	X		Walworth County Land Use & Management Department, Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Sharon, Walworth, Williams Bay
6. Install storm shelters near or in existing mobile home parks and high occupancy campgrounds. (2021 status – no action)	Staff time	Medium	X		Mobile home park operators and campground operations with Walworth County Emergency Management
7. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2021 status – ongoing effort)	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
8. Identify opportunities for developing a joint dispatch center (2021 status – Whitewater completed a study to determine options)	Staff time	High	X		Walworth County Emergency Management and other county departments
9. Install a backup generator in the Town of Troy Town Hall/Fire Hall (2021 status – no action)	\$30,000	High	X		Town of Troy
10. Upgrade the command and control for outdoor sirens, update existing sirens as necessary, add new sirens as needed (2021 status – no action)	Unknown	Medium	X		City of Delavan

11. Continue preventative maintenance of tornado sirens (2021 status – ongoing effort)	\$1,600 per year	High	X	X	Village of East Troy Police Department
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Goal 4. Extreme Temperature

Protect the health of Walworth County residents from extreme temperature.

Objectives

1. Prevent deaths and injuries from extreme temperature.

Policies

1. Encourage volunteers to look after vulnerable individuals, especially the elderly, during times of extreme temperature.
2. Open county and other public facilities with air conditioning as appropriate for public access during periods of extreme heat.
3. Ensure that county residents are aware that there are different forms of assistance to help qualified individuals to help pay their winter heating costs.

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
1. Develop a directory of public buildings that would be open to the public during extended heat waves. (2021 status – no action)	Staff time	Medium	X	X	Walworth County Emergency Management; Walworth County Department of Health & Human Services
2. Call a meeting of public and nonprofit organizations that may be able to mobilize a volunteer corps of individuals willing to assist vulnerable people during periods of extreme temperature. (2021 status – no action)	Staff time	High	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services
3. Investigate the possibility of establishing a database of individuals who are vulnerable to extreme temperature and who have voluntarily placed their name on the call list (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services; American Red Cross
4. Publicise available programs that help low-income residents pay for their utility expenses. (2021 status – ongoing effort)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
5. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2021 status – ongoing effort)	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
6. Amend the county's emergency operations plan to address extreme temperatures. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management
7. Continue cooling center policy (2021 status – ongoing effort)	Staff time	High	X	X	Village of East Troy

Goal 5. Severe Thunderstorm Winds & Hail and Non-thunderstorm High Winds

Protect and prepare Walworth County residents from the dangers of extreme weather.

Objectives

1. Increase public education and awareness of the potential dangers of thunderstorms, snow storms, hail, and windstorms.

Policies

1. Bury overhead power and utility lines where feasible as a way to reduce power outages during all types of storm events.
2. Provide citizens with early storm warnings
3. Encourage the use of surge protectors on critical electronic equipment in governmental and critical facilities.
4. Work with utility companies to assess and to improve, when necessary, electric service reliability.
5. Work with public and private utility companies to ensure that trees are properly trimmed near utility lines.

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
1. Continue to update and/or monitor the County's public early warning system and network. (2021 status – ongoing effort)	Staff time	Medium	X	X	Walworth County Emergency Management; local jurisdictions
2. Review local building codes to determine if revisions are needed to improve the structure's ability to withstand greater wind velocities and encourage provision of safe rooms, especially in structures that do not have a basement. (2021 status – no action)	Staff time	Low	X		Walworth County Emergency Management; local jurisdictions
3. Produce and distribute emergency preparedness information related to thunderstorms, snow storms, hailstorms, and windstorm hazards. (2021 status – ongoing effort)	Staff time	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions
4. Identify and pursue funding opportunities to develop and implement local and county mitigation activities. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions
5. Install lightning grade surge protection devices for critical electronic components used by government, public service, and public safety facilities, such as warning systems, control systems, communications, and computers. (2021 status – no action)	\$3,000	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions
6. Provide the public with information about proven lightning safety guidelines to reduce the risk of lightning hazards. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; local jurisdictions
7. Develop and implement strategies for debris management. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works, local jurisdictions
8. Apply for mitigation funding to purchase NOAA weather radios for county residents. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management
9. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2021 status – ongoing effort)	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
10. Evaluate the feasibility and effectiveness of adding additional storm sirens (2021 status – no action)	Unknown	Medium	X		Village of Mukwonago
11. Maintain certification as a Weather Safe Community (NWS designation) (2021 status – ongoing effort)	Staff time	Medium	X	X	City of Whitewater
12. Continue to replace outdated storm sirens (2021 status – ongoing effort)	Unknown	Medium	X		Village of Williams Bay
13. Continue to promote and sponsor severe weather spotter courses (2021 status – ongoing effort)	Staff time	Medium	X	X	City of Lake Geneva

14. Establish a storm shelter (2021 status – no action)	Unknown	Medium	X	Village of East Troy
15. Airport weather and wind shear equipment upgrade (2021 status – no action)	Unknown	Medium	X	Village of East Troy

Goal 6. Drought

Protect the public health, safety, and welfare of county residents during periods of drought.

Objectives

1. Decrease water consumption during periods of drought.
2. Minimize the economic impacts of drought on the local economy

Policies

1. Encourage water conservation during periods of drought.
2. Impose watering restrictions during periods of extreme drought.
3. Work with appropriate agencies to conserve water, provide drought prediction, and provide stream and groundwater monitoring.
4. Work with agencies that can assist with and promote soil health, preserve soil moisture and help to minimize the loss of the crops and topsoil in the event of a drought.
5. Continue to monitor groundwater levels to identify the status of groundwater resources and trends
6. Work with state agencies and other levels of government in developing appropriate regional strategies to address drought conditions.

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
1. Create an ordinance to prioritize or control water use during drought conditions. (2021 status – no action)	Staff time	Medium	X	X	Municipalities with public water systems
2. Develop a set of procedures for water distribution during drought to those in need. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2021 status – ongoing effort)	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division

Goal 7. Wildland Fire

Protect structures and people in Walworth County from uncontrolled wildfires.

Objectives

1. Decrease the number of wildland fires occurring in the county.
2. Decrease the number of acres burned from wildland fires.
3. Increase public education.

Policies

1. Support the use of controlled burns as a way of reducing the threat of dangerous wildland fires.
2. Enhance emergency services to increase the efficiency of wildfire response and recovery activities.
3. Keep track of wildfire events in the county to better document the extent and location of these events.

Implementation Actions / Strategies	Cost Estimate (2021)	Priority	Schedule		Responsible Entity
			2021 to 2025	2026 to 2030	
1. Apply for federal and state grants to enhance the capability of local fire departments. (2021 status – no action)	Staff time	Medium	X	X	Walworth County Emergency Management; local fire departments
2. Provide education to county and municipality personnel about federal cost-share and grant programs, fire protection agreements, and other related federal programs so the full array of assistance available to local agencies is understood. (2021 status – no action)	Staff time	Low	X		Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Develop a digital database to keep track of wildfire events in the county. (2021 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; local fire departments
4. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2021 status – ongoing effort)	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department; Land Information Division
5. Investigate the establishment of a uniform way of providing information to the public regarding issuance of burning permits. (2021 status – no action)	Staff time	High	X		Walworth County Sheriff's Department; local fire departments

Acknowledgement Letter
Walworth County Hazard Mitigation Plan Update

On behalf of the Town / City / Village of _____, I hereby acknowledge that I have reviewed the materials referenced below as set forth in the draft plan.

Table 5-24 on page 5-35

- ☐ No changes are needed
- ☐ Please make changes based on the information described below.

Table 6-8 on page 6-14

- ☐ No changes are needed
- ☐ Please make changes based on the information described below.

Goals, objectives, policies, and action items (page 6-17 through 6-26)

- ☐ No changes are needed
- ☐ Please make changes based on the information described below.

Other revisions

- ☐ None
- ☐ Please make changes based on the information described below.

Name: _____

Title: _____

Signature: _____

Daytime telephone: _____

Email: _____

Comments: (Attach additional pages if necessary.)



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA ZOOM WEBINAR

Call to Order

Meeting was called to order by Chairman D'Alessandro at 6:30pm

Roll Call

Present: Trustees D'Alessandro, Stanek and Wright

Also Present: President Duncan, Trustees Parker, Vlach and Umans, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Recreation Director Rowland, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Wright/Stanek motion to approve meeting minutes of June 16, 2021 with correction of ending time of meeting. Unanimously carried.

Request from Boat Slip Lessee

D'Alessandro read the letter from Ellen Flanagan who was granted a boat slip in June after being on the wait list for 19 years requesting an extension to fill the spot East 33 until opening season 2022 as she has not been able to buy a boat due to low inventory of available boats. Wright/Stanek motion to recommend Village Board approval of the extension until opening season 2022. Unanimously carried.

Update on Kayak/Paddleboard rentals

Rowland provided an update on the kayak and paddleboard rentals. Rowland stated that the rental revenue is at approximately 20% of projected revenues through the end of June. He stated that the beginning of July had a surge in rentals and believes it will continue through the end of summer.

Adjourn

Wright/Stanek motion to adjourn at 6:41pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Parks and Lakefront Committee



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.

Handwritten initials, possibly "DM", written in black ink.



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.

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: Dan Nordsieck Organization: Calvary Community Church

Address: _____

Phone: _____

Email: _____

Title of Event: HARVEST FEST

Date(s) requested: Oct 16 2021

Is event open to public? (circle one) YES NO

Summary of Event including the approximate number of attendees:

Family Friendly celebration of Autumn Games
for children, cider & doughnuts.
We will set up at 10 AM & start the activities
at 1st pm. We plan to be finished by 4 pm

Contact Information (if different than above)

Name: _____

Organization: _____

Address: _____

Phone: _____

Email: _____



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

We hereby acknowledge and confirm that the undersigned non-profit group or organization, together with all of its members, are not acting or serving in the service of the Village of Williams Bay in any respect in connection with the use we are about to make of or event we are about to hold in Edgewater Park. Our organization, including all members thereof, is not acting under any contract of hire, express or implied with the Village of Williams Bay nor is our organization, or any members thereof serving the Village of Williams Bay as an independent contractor. Our organization, including all members thereof, will not employ any other persons or firms in connection with the use we are about to make of or event we are about to hold in Edgewater Park as our use or event will be run using our membership or immediate family members of our membership only. This statement is made to clarify and confirm that our organization, including all members thereof, is not subject to Worker's Compensation coverage of the Village of Williams Bay.

We further acknowledge and confirm that the undersigned non-profit group or organization has liability insurance coverage of at least \$1,000,000 (one million dollars) and liquor liability insurance coverage (if applicable) in the same amount of coverage provided to it by its parent organization as set forth below that does provide liability insurance coverage to our local group or organization for the use or event about to take place under our exclusive control in Edgewater Park. We acknowledge that we are responsible, and all of our members and our member's immediate family who may also be participating in our event, for the safe and careful conduct of our event. As an express condition of our event therein under our exclusive use and control we do hereby agree to indemnify the Village of Williams Bay and all of its officials, agents and employees against all liability or loss that the Village of Williams Bay may sustain as a result of claims, demands, costs or judgments arising from the use or event we are about to hold in Edgewater Park.

DATED this 20 day of July, 2021

Group or organization Calvary Community Church

Our liability insurance provided by: Brotherhood Mutual

(a certificate of insurance is attached hereto naming the Village of Williams Bay as an additional named insured)

Signed by: [Signature]
President or other authorized signatory

VILLAGE USE ONLY

Date application received: 7/20/2021 Received by: Jackie

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:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/14/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Gregory J Gunderson, CIC		
AMERICAN CHURCH GROUP OF WISCONSIN 4906 MAIN ST., SUITE #101 LISLE, IL 60516	PHONE (A/C, No, Ext): (877) 224-9471	FAX (A/C, No): (866) 800-1737	
	E-MAIL ADDRESS: ggunderson@americanchurchgroup.com		
INSURED	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Brotherhood Mutual Insurance Company		13528
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY	X		48M455317	5/31/2019	5/31/2022	EACH OCCURRENCE	\$ 2,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 2,000,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 6,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COM/OP AGG	\$ 6,000,000
	OTHER:							
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	☐ ANY AUTO						BODILY INJURY (Per person)	\$
	☐ OWNED AUTOS ONLY						BODILY INJURY (Per accident)	\$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
	☐ SCHEDULED AUTOS							\$
	☐ NON-OWNED AUTOS ONLY							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of insurance for Harvest Fest on 10/16/2021. Coverage is strictly limited to the terms and conditions of this policy. Certificate holder is an Additional Insured as their interest may appear.

CERTIFICATE HOLDER

CANCELLATION

Village of Williams Bay 65 W Geneva St, Williams Bay, WI 53191	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Gregory J. Gunderson, C.I.C.</i>

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Village of Williams Bay
PO Box 580
250 Williams Street
Williams Bay WI 53191 (262) 245-2700

Receipt No: 10.002662 Jul 21, 2021

CALVARY COMMUNITY CHURCH

REC DEPARTMENT - 10-16-2021	500.00
100-44108 EDGEWATER DEPOSIT	

Total:	500.00
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CHECKS	Check No: 11021	500.00
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Payor: CALVARY COMMUNITY CHURCH

Total Applied:	500.00
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Change Tendered:	.00
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07/21/2021 12:01 PM



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.

DA



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.

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: Dan Anderson Organization: Wms Bay Lions Club
 Address: [REDACTED] Wms Bay WI 53191
 Phone: [REDACTED] Email: [REDACTED]
 Title of Event: The Nick Caselli Rocking Car Show
 Date(s) requested: Oct 8th & 9th 2021 Is event open to public? (circle one) YES NO

Summary of Event including the approximate number of attendees:

Car Show at Edgewater Park 10 AM - 3 PM Sat Oct 9th
Set up on Fri Afternoon
We would like to Park Display Cars on lawn
Also we would like access to The Parking Stalls along the Park
for Extra Display Cars.
We expect about 100 Cars and 500 People
We also want to Sell Beer - Wine - Hot dogs & Brats
With an Elvis impersonator

Contact Information (if different than above)

Name: Dan Anderson Organization: Wms Bay Lions
 Address: [REDACTED] Williams Bay WI 53191
 Phone: [REDACTED] Email: [REDACTED]



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

We hereby acknowledge and confirm that the undersigned non-profit group or organization, together with all of its members, are not acting or serving in the service of the Village of Williams Bay in any respect in connection with the use we are about to make of or event we are about to hold in Edgewater Park. Our organization, including all members thereof, is not acting under any contract of hire, express or implied with the Village of Williams Bay nor is our organization, or any members thereof serving the Village of Williams Bay as an independent contractor. Our organization, including all members thereof, will not employ any other persons or firms in connection with the use we are about to make of or event we are about to hold in Edgewater Park as our use or event will be run using our membership or immediate family members of our membership only. This statement is made to clarify and confirm that our organization, including all members thereof, is not subject to Worker's Compensation coverage of the Village of Williams Bay.

We further acknowledge and confirm that the undersigned non-profit group or organization has liability insurance coverage of at least \$1,000,000 (one million dollars) and liquor liability insurance coverage (if applicable) in the same amount of coverage provided to it by its parent organization as set forth below that does provide liability insurance coverage to our local group or organization for the use or event about to take place under our exclusive control in Edgewater Park. We acknowledge that we are responsible, and all of our members and our member's immediate family who may also be participating in our event, for the safe and careful conduct of our event. As an express condition of our event therein under our exclusive use and control we do hereby agree to indemnify the Village of Williams Bay and all of its officials, agents and employees against all liability or loss that the Village of Williams Bay may sustain as a result of claims, demands, costs or judgments arising from the use or event we are about to hold in Edgewater Park.

DATED this 20th day of July, 2021

Group or organization Wms Bay Lions Club

Our liability insurance provided by: West Bend on order

(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

Bruce Nelson

VILLAGE USE ONLY

Date application received: 7/23/2021 Received by: Sherie

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:

Commercial Lines Policy Declaration

Customer Number: 0110176731
Policy Number: 1451578 10

Policy Period: 07/20/2021 to 07/20/2022
at 12:01 AM Standard Time at Your Mailing Address Shown Below

Named Insured and Address:

Williams Bay Lions Club
PO Box 550
Williams Bay, WI 53191

Agency Name and Address:

JOHANNESSEN-FARRAR INC
PO BOX 347
DELAVAN, WI 53115
262-728-2631

48480

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

This policy consists of the following coverage parts for which a premium is indicated. This premium may be subject to adjustment.

Coverage Part	Premium
Commercial General Liability Coverage	\$482.00
Commercial Inland Marine Coverage	\$514.00
Total Premium:	\$996.00
Total Including Taxes, Fees and Surcharges:	\$996.00

This is not a bill. A billing invoice will be sent separately.

See attached schedule for forms applicable to all coverage parts.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Village of Williams Bay

PO Box 580, Williams Bay, WI 53191

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

Rental Report as of August 5

Day	Kayak vs Paddleboard vs Tandem	Resident	Non Resident	Credit Card	Cash		
6/1	0						
6/2	1 kayak, 1 paddleboard, 0 tandem	1	1	\$0.00			
6/3	0 kayak, 2 paddleboards, 0 tandem	1	1	\$0.00			
6/4	4 kayaks, 0 paddleboard, 0 tandem	2	2	\$20.00			
6/5	0 kayak, 5 paddleboards, 0 tandem	5	0	\$40.00			
6/6	5 kayaks, 13 paddleboards, 0 tandem	13	5	\$140.00			
6/7	0 kayak, 0 paddleboards, 0 tandem			\$0.00			
6/8	0 kayak, 2 paddleboard, 1 tandem	2	1	\$35.00			
6/9	2 kayaks, 6 paddleboards, 1 tandem	0	8	\$90.00			
6/10	1 kayak, 7 paddleboards, 0 tandem	3	5	\$80.00			
6/11	5 kayaks, 2 paddleboards, 0 tandem	4	3	\$40.00			
6/12	5 kayaks, 9 paddleboards, 1 tandem	10	5	\$110.00			
6/13	0 kayak, 0 paddleboard, 2 tandems	1	1	\$25.00			
6/14	0 kayak, 7 paddleboards, 3 tandems	2	6	\$140.00			
6/15	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
6/16	3 kayaks, 9 paddleboards, 0 tandem	5	7	\$60.00			
6/17	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
6/18	4 kayaks, 3 paddleboards, 1 tandem	5	5	\$81.00			
6/19	0 kayak, 4 paddleboards, 1 tandem	1	4	\$84.00			
6/20	2 kayaks, 2 paddleboards, 2 tandems	2	4	\$70.00			
6/21	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
6/22	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
6/23	1 kayak, 0 paddleboard, 0 tandem	1		\$0.00			
6/24	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
6/25	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
6/26	0 kayak, 0 paddleboard, 2 tandems	2		\$0.00			
6/27	3 kayaks, 0 paddleboard, 0 tandem	0	3	\$0.00			
6/28	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
6/29	2 kayaks, 3 paddleboards, 1 tandem	0	6	\$75.00			
6/30	0 kayak, 3 paddleboards, 3 tandems	1	5	\$60.00			
7/1	1 kayak, 3 paddleboards, 3 tandems	1	6	\$114.00			
7/2	3 kayaks, 1 paddleboard, 1 tandem	4	1	\$25.00			
7/3	10 kayaks, 2 paddleboards, 5 tandems	6	11	\$211.00			
7/4	2 kayaks, 14 paddleboards, 4 tandems	2	16	\$355.00			
7/5	4 kayaks, 8 paddleboards, 3 tandems	12	3	\$145.00			
7/6	4 kayaks, 4 paddleboards, 0 tandem	8		\$40.00			
7/7	4 kayaks, 0 paddleboard, 0 tandem	2	2	\$40.00			
7/8	0 kayaks, 0 paddleboards, 0 tandem			\$0.00			
7/9	3 kayaks, 7 paddleboards, 4 tandems	6	8	\$245.00			
7/10	2 kayaks, 4 paddleboards, 2 tandems	0	8	\$280.00			
7/11	0 kayaks, 0 paddleboards, 0 tandems			\$0.00			
7/12	0 kayaks, 0 paddleboards, 0 tandem			\$0.00			
7/13	6 kayaks, 4 paddleboards, 3 tandems	2	11	\$195.00			
7/14	2 kayaks, 1 paddleboard, 1 tandem	0	4	\$28.00			
7/15	0 kayaks, 0 paddleboards, 0 tandem			\$0.00			
7/16	3 kayaks, 0 paddleboards, 1 tandem	5		\$15.00			
7/17	4 kayaks, 0 paddleboards, 2 tandems	0	4	\$90.00			
7/18	1 kayak, 6 paddleboards, 1 tandem	3	6	\$150.00			
7/19	4 kayaks, 6 paddleboards, 0 tandems	4	6	\$80.00			
7/20	3 kayaks, 7 paddleboards, 0 tandems	6	4	\$80.00			
7/21	5 kayaks, 8 paddleboards, 2 tandems	8	5	\$287.00			
7/22	4 kayaks, 5 paddleboards, 2 tandems	9	2	\$115.00			
7/23	11 kayaks, 8 paddleboards, 4 tandems	9	18	\$340.00			
7/24	9 kayaks, 8 paddleboards, 4 tandems	10	15	\$344.00			
7/25	10 kayaks, 1 paddleboards, 2 tandems	8	7	\$75.00			
7/26	0 kayaks, 9 paddleboards, 0 tandems	9		\$50.00			
7/27	3 kayaks, 5 paddleboards, 2 tandems	6	4	\$115.00			
7/28	2 kayaks, 4 paddleboards, 2 tandems	8	2	\$125.00			
7/29	0 kayaks, 5 paddleboards, 1 tandem	3	4	\$85.00			
7/30	3 kayaks, 5 paddleboards, 3 tandems	2	12	\$130.00			
7/31	4 kayaks, 4 paddleboards, 2 tandems	4	8	\$145.00			
8/1	8 kayaks, 6 paddleboards, 3 tandems	12	8	\$145.00			
8/2	4 kayaks, 5 paddleboards, 2 tandems	9	4	\$125.00			
8/3	7 kayaks, 3 paddleboards, 6 tandems	4	16	\$290.00			
8/4	5 kayaks, 1 paddleboard, 2 tandems	4	6	\$22.00			
8/5	4 kayaks, 4 paddleboards, 2 tandems	5	7	\$140.00			
		Resident	Non Resident		Cash Deposits		
Total		232	286	\$5,771.00	\$2,370.00	June 16	\$920.00
						July 9	\$850.00
	Total Participants	518		Total Money	\$8,141.00	August 5	\$600.00



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Stanek at 6:41pm.

Roll Call

Trustees Stanek, Vlach and Umans

Also Present: President Duncan, Trustees D'Alessandro, Parker, Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm, Police Lieutenant Kostock, Village Engineer Snyder, Michael O'Brien and Kurt Kristmann.

Meeting Minutes

Vlach/Umans motion to approve meeting minutes of June 16, 2021. Unanimously carried.

2021 Street Improvement discussion and possible payment

Snyder discussed the payment request from Payne & Dolan and stated that there are some quantity discrepancies that he is working on with Payne & Dolan and is hoping to have it finalized in order to process a payment request for the July 19th Village Board meeting.

Revised Development Agreement for 415 Grandview Avenue

Michael O'Brien was present to discuss the proposed revised Development Agreement. O'Brien is proposing shortening the pavement length to beginning of driveway or approximately 50 feet. Umans/Vlach motion to recommend Village Board approval of revised Development Agreement for 415 Grandview Avenue. Unanimously carried.

Cedar Point Crosswalks

Kurt Kristmann (41 Cedar Pt Dr) spoke on behalf of Cedar Point Association requesting crosswalks be painted and signs installed at (3) intersections on Cedar Point Dr; Rogers Parkway, Lincoln Parkway and Diversey Parkway. Edwards stated he will get some prices and will present it to the Finance & Personnel Committee. Vlach/Umans motion to move forward with painting crosswalks and installing signs at (3) intersections on Cedar Point Dr; Rogers Parkway, Lincoln Parkway and Diversey Parkway. Unanimously carried.

Adjourn

Vlach/Umans motion to adjourn at 7:03pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Streets & Highways Committee



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Umans at 8:15pm

Roll Call

Trustees Stanek, Umans and Parker

Also Present: President Duncan, Trustee D'Alessandro, Vlach and Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Parker/Stanek motion to approve the June 15, June 16, and June 21, 2021 meeting minutes. Unanimously carried.

DNR Correspondence – Corrosion Control Treatment Determination

Snyder discussed the DNR correspondence regarding elevated levels of lead and copper in our water system. The DNR is requiring to Water Utility to conduct a Corrosion Control Treatment (CCT) study and submit a report to the DNR no later than December 30, 2022.

Capital Improvement List

Umans discussed the capital improvement list of projects that were provided to Baker Tilly for inclusion in the conventional water rate study.

Cross Connections

Edwards stated that there are several businesses that are not in compliance with the cross connection requirements and discussed that the next steps include shutting off the water service.

Adjourn

Stanek/Parker motion to adjourn at 8:43pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Water and Sewer Committee