



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

NOTICE

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

MONDAY, MARCH 2, 2026 AT 6:45 PM

**Village Hall Council Room
250 Williams Street
Williams Bay, WI 53191**

The meeting will be live-streamed on the Village of Williams Bay's YouTube, which can be found here: <https://youtube.com/live/svT4AFfNc4Y?feature=share>

AGENDA

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

I. Village Board Committee of the Whole

- a. Call to Order
- b. Roll Call
- c. Meeting Decorum. *According to Robert's Rules of Order, meeting decorum means maintaining respectful and orderly behavior during a discussion, including addressing the chair to speak, staying relevant to the topic at hand, avoiding personal attacks, and generally adhering to courteous conduct while debating issues; essentially, ensuring that discussions are focused and civil, with only one person speaking at a time when recognized by the chair. Violators of meeting decorum will be excused from the meeting.*
- d. Joint Village Board Committee of the Whole & Committees Meeting Minutes of February 2, 2026

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

- a. Call to Order
- b. Roll Call
- c. Streets & Highways Committee Meeting Minutes of February 12, 2026
- d. 2024 Streets Maintenance Program - Status Update
- e. Discussion and Possible Action Resolution R-22-26 Authorizing Work Order #1 Extending the Term of the Downtown Master Plan Agreement with Vandewalle Associates Until December 31, 2026
- f. Streets & Highways Committee Recommendation Re: Extending Two (2) Hour Parking on Walworth Avenue South to Liechty Drive and North to Olive Street on Both Sides of the Street and Elm Street to Williams Street on Both Sides of the Street, Offering one Resident Mirror Hanging Placard per Vehicle at a cost of \$3.00 each to Residents with Proof of Residency on those Streets
- g. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on a Request from Geneva Lake Conservancy Regarding the Placement of Signs Along the Lake Path on Village Property
- d. Discussion and Possible Action on a Municipal Business Lease with Crescent Moon Massage Therapy for 2026 for Yoga on the Beach including the placement of a temporary sign
- e. Discussion and Possible Action on a Request from the State of Wisconsin Department of Natural Resources to Install a Boat Lift on the West Pier for the WI DNR Conservation Warden's Boat for the 2026 Season and the Waiver of Fees.
- f. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on An Ordinance Amending Article III Short-Term Rental and 390-0310M Tourist Rooming House to Improve Efficiencies and Address Safety and Compliance Requirements. *If the Village Board supports the draft ordinance, the proposed amendments will be considered by the Plan Commission for recommendation to the Village Board.*
- d. Discussion and Possible Action on An Ordinance Creating Section 12-14 of the Code of Ordinances Concerning Tourism Commission. *Establishing A Village of Williams Bay Tourism Commission*
- e. Discussion and Possible Action Authorizing the Publishing A Building Inspectional Services Request For Proposal (RFP) Document
- f. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on an Exclusive Easement By the Village of Williams Bay Land Lease and TDS Metrocom, LLC for Fiber Optics Lease on Village Water Well Pump House Property Located at Southeast Corner of Williams Street and Olive Street (WOP 00109)
- d. 2026 Walcomet Fee Increase - *Informational*
- e. Village Engineers Report
- f. Discussion and Possible Action on the Final Change Order for the Water Treatment Plant Improvements
- g. Sanitary Sewer Replacement Status Update - *Informational*
- h. Adjourn

VI. Protective Services Committee – Vlach, Umans, Franzen

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on a Conditional Offer to Police Officer Candidate
- d. Discussion and Possible Action on A Temporary Freeze for Hiring and Training and Equipping Williams Bay Emergency Medical Services (EMS) and Williams Bay Fire Personnel
- e. Fontana Emergency Medical (EMS) Monthly Numbers
- f. Williams Bay Police Department Monthly Numbers

- g. Police Department Year in Review
- h. Discussion of Possible New Police Department Fleet Vehicles
- i. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action Resolution R-22-26 Authorizing Work Order #1 Extending the Term of the Downtown Master Plan Agreement with Vandewalle Associates Until December 31, 2026
- d. Discussion and Possible Action on a Municipal Business Lease with Crescent Moon Massage Therapy for 2026 for Yoga on the Beach including the placement of a temporary sign
- e. Discussion and Possible Action on an Exclusive Easement By the Village of Williams Bay Land Lease and TDS Metrocom, LLC for Fiber Optics Lease on Village Water Well Pump House Property Located at Southeast Corner of Williams Street and Olive Street (WOP 00109)
- f. Discussion and Possible Action on a Conditional offer to Police Officer Candidate
- g. Discussion and Possible Action on the Final Change Order for the Water Treatment Plant Improvements
- h. Discussion and Possible Action on the Public Works Department Purchase of a Replacement Lawn Mower
- i. Discussion and Possible Action on the Public Works Department Purchase of a Replacement Utility Vehicle
- j. Discussion and Possible Action on the Public Works Department Down Payment for the Purchase of Required Equipment for the Replacement Plow Truck (down payment required to place order)
- k. Discussion and Potential Action on a Quote From Per Mar Security for Fire and Security Services Installation, Maintenance and Monitoring of the Police Department Offices
- l. Discussion and Possible Action on Estimated Costs for Improvements to New Village Administrative Building Located at 121 N. Walworth Avenue & Police Department Expansion at Existing Village Hall Located at 250 Williams Street
- m. Discussion on Pursuing the Establishment of Tax Increment District (TID) on the Former School Building Site Bounded by: Collie St, Hickory St, Highland St Congress St (WBV 0006)
- n. Presentation, Discussion and Possible Action Related to Draft Five-year (5) Financial Plan Projections
- o. Adjourn

VIII. Village Board Committee of the Whole

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

- 1. Discussion and Possible Action on Referral to the Plan Commission A Draft Ordinance Amending Article III Short-Term Rental and 390-0310M Tourist Rooming House to Improve Efficiencies and Address Safety and Compliance Requirements. *If the Village Board supports the draft ordinance, the proposed amendments will be considered by the Plan Commission for recommendation to the Village Board.*
- 2. Discussion and Possible Action on a Conditional Offer to Police Officer Candidate
- 3. R-23-26 A Resolution Approving an Exclusive Easement By the Village of Williams Bay Land Lease and TDS Metrocom, LLC for Fiber Optics Lease on Village Water Well Pump House Property Located at Southeast Corner of Williams Street and Olive Street (WOP 00109)
- 4. R-25-26 A Resolution Authorizing the Public Works Department Purchase of a Replacement Lawn

Mower

5. R-26-26 A Resolution Authorizing the Public Works Department Purchase of a Replacement Utility Vehicle
 6. R-27-26 A Resolution Authorizing the Public Works Department Quote for Required Equipment for the Replacement Snowplow Truck
- b.** 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.

Posted: 02/27/2026 5:00 PM



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

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

MONDAY, FEBRUARY 2, 2026 AT 6:45 PM
VILLAGE HALL COUNCIL ROOM
250 WILLIAMS STREET
WILLIAMS BAY, WI 53191

THE MEETING WILL BE LIVE-STREAMED ON THE VILLAGE YOUTUBE WHICH
CAN BE FOUND:

[HTTPS://YOUTUBE.COM/LIVE/1LCNPBPQ4JU?FEATURE=SHARE](https://youtube.com/live/1LCNPBPQ4JU?FEATURE=SHARE)

I. Village Board Committee of the Whole

a. Call to Order

President Jaramillo called the meeting to order at 06:41pm.

b. Roll Call

Present: President Adam Jaramillo, Trustees Robert Umans, Steven Russell, Mary Bartholomew, Susan Franzen

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Fontana Fire Chief Rick Manthy, Williams Bay Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustees George Vlach and Lowell Wright

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

d. Joint Village Board Committee of the Whole & Committees Meeting Minutes of January 5, 2026

The motion to approve the Joint Village Board Committee of the Whole & Committees Meeting Minutes of January 5, 2026 was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

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

a. Call to Order

Chairman Trustee Franzen called the meeting to order at 06:42pm.

b. Roll Call

Present: Trustees Franzen and Russell

Also Present: President Jaramillo, Trustees Umans and Bartholomew, Administrator Lothspeich, Police Chief Timm,

Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Thiele, Clerk Kolls
Excused: Trustees Vlach and Wright

- c. Discussion and Possible Action on Amending Ordinance Re: Chapter 205, Housing Standards and Rental Property Article III Short-Term Rental of Residential Dwellings, Including Fees, Enforcement and Penalties

The Committee discussed and directed Administrative Staff to move this item forward to the February 16, 2026 Village Board Agenda.

- d. Discussion and Possible Action on Amendments to Chapter 390-1204. Zoning Ordinance Text Amendment Limiting the Initiation of Requests to Amend the Text of this Chapter by Action of the Village Board. *Eliminating recommendation by the Plan Commission or initiation by any member of the general public.*

The motion to recommend Village Board approval of Amendments to Chapter 390-1204. Zoning Ordinance Text Amendment Limiting the Initiation of Requests to Amend the Text of this Chapter by Action of the Village Board. *Eliminating recommendation by the Plan Commission or initiation by any member of the general public* was initiated by Trustee Franzen and seconded by Trustee Russell. Unanimously carried.

- e. Discussion and Possible Action on Code Review/Maintenance Plan

Chair Trustee Franzen shared the Code Review/Maintenance Plan with the Committee. There was no action taken on this item.

- f. Adjourn

The motion to adjourn was initiated by Trustee Franzen and seconded by Trustee Russell at 06:52pm. Unanimously carried.

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

- a. Call to Order

Chairman Trustee Bartholomew called the meeting to order at 06:53pm.

- b. Roll Call

Present: Trustee Bartholomew - There was not a quorum present

Also Present: President Jaramillo, Trustees Umans, Franzen and Russell, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Thiele, Clerk Kolls

Excused: Trustees Vlach and Wright

- c. Discussion About an End of Year Summary To Include in March Issue of Bay Quarterly

Trustee Bartholomew shared that she would like to include an End of Year Summary in the next issue of the Bay Quarterly. There was no action taken on this item.

- d. Discussion About Parking Issues in the Central Business District

Trustee Bartholomew stated this item will be moved forward to the next Committee Meeting. There was no action taken on this item.

- e. Highway 67 Intersection with Geneva St. *Discussion and possible action on commissioning SEWRPC to study the Highway 67 T-intersection where Elkhorn Rd ends at Geneva St.*

Trustee Bartholomew stated this item will be moved forward to the next Committee Meeting. There was no action taken on this item.

- f. Discussion and Possible Action on Work Order #1 Extending the Term of the Downtown Master Plan Agreement with Vandewalle Associates Until December 31, 2026

Trustee Bartholomew stated this item will be moved forward to the next Committee Meeting. There was no action taken on this item.

- g. Adjourn

Trustee Bartholomew adjourned Streets & Highways Committee at 06:55pm

IV. Protective Services Committee – Vlach, Umans, Franzen

a. Call to Order

Trustee Franzen called the meeting to order at 06:55pm.

b. Roll Call

Present: Trustees Franzen and Umans

Also Present: President Jaramillo, Trustees Russell and Bartholomew, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Thiele, Clerk Kolls

Excused: Trustees Vlach and Wright

c. Discussion and Possible Action on the Application for Class "B" Beer and "Class B" Liquor License from Unhinged and Reckless LLC (d/b/a The Cantina)

The motion to recommend Village Board approval of the Application for Class "B" Beer and "Class B" Liquor License from Unhinged and Reckless LLC (d/b/a The Cantina) was initiated by Trustee Franzen and seconded by Trustee Umans. Unanimously carried.

d. Discussion and Possible Action on the Application for Class "B" Beer and "Class C" Liquor (Wine Only) Liquor License for Women's Leadership Center at Williams Bay NFP

The motion to recommend Village Board approval of the Application for Class "B" Beer and "Class C" Liquor (Wine Only) Liquor License for Women's Leadership Center at Williams Bay NFP was initiated by Trustee Franzen and seconded by Trustee Umans.

The motion to recommend Village Board approval of the Application for Class "B" Beer and "Class C" Liquor (Wine Only) Liquor License for Women's Leadership Center at Williams Bay NFP amended to be contingent on a Site Inspection was initiated by Trustee Franzen and seconded by Trustee Umans. Unanimously carried.

e. Fontana Emergency Medical (EMS) Monthly Numbers

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

f. Williams Bay Police Chief's Monthly Report

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

- The Williams Bay Police Department is currently hiring for the last Open Police Officer Position. Should have something for the Protective Services Committee and Village Board by the end of March.
- The Williams Bay Police Department End of Year Report should be available for the next meeting.
- The Police Department will be doing a lot of training in the next month. Officer Rudy is attending Evidence Training, Officer Shiroda is attending the Women in Police Conference, and Chief Timm and Lieutenant Kostock will be attending Chief's Training.
- Officer Carlton is in her second full week of academy and is doing well. The Police Department is looking forward to her graduation in May.

g. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Williams Bay Police Department Monthly Numbers.

h. Adjourn

The motion to adjourn was initiated by Trustee Franzen and seconded by Trustee Umans at 07:06pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Russell called the meeting to order at 07:06pm.

b. Roll Call

Present: Trustees Russell and Franzen

Also Present: President Jaramillo, Trustees Umans and Bartholomew, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Thiele, Clerk Kolls
Excused: Trustees Vlach and Wright

- c. Discussion and Possible Action on Edgewater Use and Policy Contracts for the Williams Bay Businesses Association (WBBA):

- 1. For an event TBD on June 19, 2026 through June 21, 2026

The motion to recommend Village Board approval of the Edgewater Use and Policy Contracts for the Williams Bay Businesses Association (WBBA) was initiated by Trustee Russell and seconded by Trustee Franzen.

The motion to recommend Village Board approval of the Edgewater Use and Policy Contracts for the Williams Bay Businesses Association (WBBA) was amended to include May 1-3, 2026 for the 4th Annual Cinco de Mayo was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- 2. For the Williams Bay Farmers Market for: May 22 & 29, 2026; June 5, 12, 19, & 26, 2026; July 3, 10, 17, 24 & 31, 2026; August 7, 21 & 28, 2026, and September 4 from 6:00 am until 2:00 pm

The motion to recommend the Village Board approval of the Edgewater Use and Policy Contract for the Williams Bay Businesses Association (WBBA) the For the Williams Bay Farmers Market for: May 22 & 29, 2026; June 5, 12, 19, & 26, 2026; July 3, 10, 17, 24 & 31, 2026; August 14, 21 & 28, 2026, and September 4 from 6:00 am until 2:00 pm was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- d. Discussion and Possible Action on Edgewater Park Use and Policy Contract for the Williams Bay Lions Club for July 4, 2026 for Pancake Day, August 5-9, 2026 for Corn and Brat Fest and October 10, 2026 for the Car Show

The motion to recommend Village Board approval of the Edgewater Park Use and Policy Contract for the Williams Bay Lions Club for July 4, 2026 for Pancake Day, August 5-9, 2026 for Corn and Brat Fest and October 10, 2026 for the Car Show was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- e. Discussion and Possible Action on Quotes from Lake Geneva Pier Company (LGPC) for Village Pier Repairs

The motion to recommend Finance & Personnel Committee approval of Quotes from Lake Geneva Pier Company (LGPC) for Village Pier Repairs for a) Municipal Pier for \$30,775.28 and b) Main Boat Piers for an amount not to exceed \$13,246.28 was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- f. Adjourn

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

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

- a. Call to Order

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

- b. Roll Call

Present: Trustees Umans, Russell, and Bartholomew

Also Present: President Jaramillo, Trustee Franzen, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Thiele, Clerk Kolls

Excused: Trustees Vlach and Wright

- c. For Information - Annual Report Water Sold in Williams Bay in Millions of Gallons

Trustee Umans shared the Annual report of Water Sold in Williams Bay with the Committee. There was no action taken on this item.

- d. Discussion and Possible Action of Williams Bay Historical Water main Breaks Report

Trustee Umans shared the Williams Bay Historical Water Main Breaks Report with the Committee. There was no action taken on this item.

e. Discussion and Possible Action on Update on Projects and Financial Status of Borrowed Water Funds
Trustee Umans shared an update on projects and the financial status of borrowed water funds. There was no action taken on this item.

f. Discussion and Possible Action on Update of Projects and Financial Status of Borrowed Sewer Funds
Trustee Umans shared an update on projects and the financial status of borrowed sewer funds. There was no action taken on this item.

g. 2025 Annual Report from the Water & Sewer Committee
Trustee Umans shared that he would like to publish the 2025 Annual Report from the Water & Sewer Committee on the Village website as well as the next issue of the Bay Quarterly. There was no action taken on this item.

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

- STH 67 Reconstruction East-West Section
- Women's Leadership Center
- Water Plant Letter Flood Map Revision (LOMR) Assistance
- Corrosion Control Study - Improvements to Water Plant
- Street Rehabilitation Program
- Well 2 Pump Replacement/Well 3 Pump Replacement
- Park Place CSM
- Preserve Development - Former GW College
- East Geneva Street Canyon Development - Former Levar
- Sanitary Sewer Replacement
- Former Elementary School Development - Jack Pease
- Navillo Development - 80 N. Walworth
- Bailey Estates - Drainage Dedication and Phase 6 - Phase 7
- Willabay Meadows Subdivision

i. Discussion and Possible Action to Extend a Conditional Offer for the Utility Supervisor Position
The motion to recommend Finance & Personnel Committee approval of extending a Conditional Offer for the Utility Supervisor Position was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

j. Adjourn
The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Bartholomew at 07:35pm. Unanimously carried.

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

a. Call to Order
Trustee Bartholomew called the meeting to order at 07:35pm.

b. Roll Call
Present: Trustees Bartholomew and Umans
Also Present: President Jaramillo, Trustee Franzen and Russell, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Thiele, Clerk Kolls
Excused: Trustees Vlach and Wright

c. Discussion and Possible Action on Work Order #1 Extending the Term of the Downtown Master Plan Agreement with Vandewalle Associates Until December 31, 2026
This item was tabled due to not having a quorum of Streets & Highways Committee Members.

d. Discussion and Possible Action on Quotes from Lake Geneva Pier Company (LGPC) for Village Pier Repairs
The motion to recommend Village Board approval of Quotes from Lake Geneva Pier Company (LGPC) for Village Pier

Repairs for a) Municipal Pier for \$30,775.28 and b) Main Boat Piers for an amount not to exceed \$13,246.28 was initiated by Trustee Bartholomew and seconded by Trustee Umans. Unanimously carried.

e. Discussion and Possible Action to Extend a Conditional Offer for the Utility Supervisor Position

The motion to recommend Village Board approval of extending a Conditional Offer for the Utility Supervisor Position was initiated by Trustee Bartholomew and seconded by Trustee Umans. Unanimously carried.

f. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Umans at 07:37pm. Unanimously carried.

VIII. Village Board Committee of the Whole

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

1. Resolution R-12-26 Authorizing Work Order #1 Extending the Term of the Downtown Master Plan Agreement with Vandewalle Associates Until December 31, 2026

This item was tabled due to not having a quorum of Streets & Highways Committee Members.

2. Resolution R-13-26 Authorizing Quotes from Lake Geneva Pier Company (LGPC) for Village Pier Repairs

The motion to recommend Village Board approval of Quotes from Lake Geneva Pier Company (LGPC) for Village Pier Repairs for a) Municipal Pier for \$30,775.28 and b) Main Boat Piers for an amount not to exceed \$13,246.28 was made by Committee, no second required. Unanimously carried.

3. Discussion and Possible Action on the Application for Class "B" Beer and "Class B" Liquor License from Unhinged and Reckless LLC (d/b/a The Cantina)

The motion to approve the Application for Class "B" Beer and "Class B" Liquor License from Unhinged and Reckless LLC (d/b/a The Cantina) was made by Committee, no second required. Unanimously carried.

4. Discussion and Possible Action to Extend a Conditional Offer for the Utility Supervisor Position

The motion to approve the extension of a Conditional Offer for the Utility Supervisor Position was made by Committee, no second required. Unanimously carried.

b. Adjourn

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

/s/ Tina Kolls, Village Clerk

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



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

UNOFFICIAL MINUTES STREETS & HIGHWAYS COMMITTEE MEETING MEETING THURSDAY, FEBRUARY 12, 2026 AT 9:00 AM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

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

**THE MEETING WILL BE LIVE-STREAMED ON THE VILLAGE OF WILLIAMS BAY'S
YOUTUBE, WHICH CAN BE FOUND HERE:
[HTTPS://YOUTUBE.COM/LIVE/KI4LF8JGIEK?FEATURE=SHARE](https://youtube.com/live/ki4lf8jgiek?feature=share)**

I. Call to Order

Chairman Trustee Bartholomew called the meeting to order at 09:00am.

II. Roll Call

Present: Trustees Mary Bartholomew, George Vlach and Lowell Wright

Also Present: President Adam Jaramillo, Trustees Steve Russell, Susan Franzen and Rob Umans, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Clerk Tina Kolls

III. Discussion About Parking Issues in the Central Business District

The motion to recommend the Village Board approve extending the 2 hour parking designation South on Walworth as far as Liechty Drive, North Walworth as far as Olive St on both sides of the road and up Elm Street as far as the Library on both sides of the road. Resident parking will be allowed with a sticker or placard designating residence was initiated by Trustee Bartholomew and seconded by Trustee Vlach.

Trustee Bartholomew amended the motion to recommend the Village Board approve extending the 2 hour parking as far south on Walworth Ave as Liechty and north to Olive on both East and West sides and on Elm to Williams St on both North and South was initiated by Trustee Bartholomew and seconded by Trustee Vlach. Unanimously carried.

The motion to recommend Village Board approval of Resident Parking to be allowed dependent upon a sticker displayed in the windshield was initiated by Trustee Bartholomew and seconded by None. Motion Failed.

The motion to recommend Village Board approval of residents living in 2 hour parking area having the ability to apply for a placard to hand on their mirror for a fee with the ability to purchase one per vehicle was initiated by Trustee Bartholomew and seconded by Trustee Wright. Unanimously carried.

IV. Highway 67 Intersection with Geneva St. *Discussion and possible action on commissioning SEWRPC to study the Highway 67 T-intersection where Elkhorn Rd ends at Geneva St.*

The motion to recommend Village Board approval of commissioning SEWRPC to study the Highway 67 T-intersection

where Elkhorn Rd ends at Geneva St. was initiated by Trustee Bartholomew and seconded by Trustee Wright. Unanimously carried.

V. Discussion and Possible Action on Work Order #1 Extending the Term of the Downtown Master Plan Agreement with Vandewalle Associates Until December 31, 2026

The Committee gave direction to the Administrative Staff to request Vandewalle to expand the scope of the Downtown Master Plan.

VI. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Vlach at 10:04am. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-22-26**

**A RESOLUTION AUTHORIZING WORK ORDER NUMBER ONE (1)
FOR THE EXTENSION OF THE CONTRACT TERM FOR CREATING
A DOWNTOWN MASTER PLAN FROM VANDEWALLE & ASSOCIATES, LLC.**

WHEREAS, the Village of Williams Bay (“*Village*”) updated and adopted the Village of Williams Bay Comprehensive Plan in 2023 which included the recommendation of creating a Downtown Master Plan; and

WHEREAS, in furtherance of this recommendation, on April 15, 2024 the Village Board, as recommended by the Streets & Highway Committee and the Finance & Personnel Committee authorized the selection of the Downtown Master Plan proposal from Vandewalle & Associates, Inc. (Exhibit A); and

WHEREAS, on February 12, 2026 the Streets & Highway Committee recommended authorizing Work Order Number One (1) extending the term of the authorized contract with Vandewalle & Associates, Inc. until December 31, 2026; and

WHEREAS, the President and Village Board have determined that it is in the best interests of the Village and its residents to authorize the Work Order Number One (1) extending the term of the contract with Vandewalle & Associates, Inc. to create a Downtown Master Plan (Exhibit B);

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

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

SECTION TWO: **Approval; Authorization.** The Work Order Number One (1) submitted by Vandewalle & Associates, Inc. is hereby authorized in substantially the form attached hereto as Exhibit B. The Village President and Village Clerk are hereby authorized and directed to execute and attest, respectively, the Proposal in its final form on behalf of the Village.

Approved by the Village Board of the Village of Williams Bay this _____th day of _____ 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A – AUTHORIZED CONTRACT 2024
(Vandewalle & Associates, Inc)

DRAFT

EXHIBIT B – WORK ORDER NUMBER ONE - EXTENSION OF TERM 2026
(Vandewalle & Associates, Inc)

DRAFT



December 17, 2025

Work Order Number 0001; Williams Bay Downtown Master Plan Services – Contract Extension

This Work Order is made under the terms and conditions established in the Agreement for Williams Bay Downtown Master Plan Services (Agreement), dated April 26, 2024, between “Client”, Village of Williams Bay, Wisconsin, and VANDEWALLE & ASSOCIATES, INC. All capitalized terms contained herein have the meaning set forth in the Agreement.

Section A Scope of Services

VANDEWALLE & ASSOCIATES agrees to continue to provide Services as defined in the Agreement identified above.

Section B Schedule

This Work Order shall extend the term of the Agreement through December 31, 2026.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
247 Freshwater Way • Milwaukee, Wisconsin 53204
www.vandewalle.com

Shaping places, shaping change

Except to the extent modified herein, all terms and conditions of the original Agreement shall continue in full force and effect.

Village of Williams Bay, Wisconsin

By:

Signature of Authorized Representative

Date

Printed Name

Title

VANDEWALLE & ASSOCIATES, INC.

By:

Nonna Anderson

Nonna Anderson, Business Manager

Date



April 26, 2024

Agreement for Downtown Master Plan Services

THIS AGREEMENT is made and entered into by and between the “Client” Village of Williams Bay, Wisconsin, and VANDEWALLE & ASSOCIATES, Inc., Madison, Wisconsin, a professional planning and design firm. For purposes of this Agreement, the “Project” is defined as preparing the Downtown Master Plan for the Village of Williams Bay.

Article I Scope of Work

- A. VANDEWALLE & ASSOCIATES agrees to provide the following “Services”:

Work Element One: Community Engagement & Meeting Attendance

- Village Staff Meetings and Project Communications: Facilitate and attend regularly scheduled check-in calls/meetings and ongoing email correspondence with Village representatives. (five virtual meetings)
- Stakeholder Focus Group Meeting: Develop materials and facilitate a meeting with stakeholders to gather site-specific information on existing conditions and on a future vision for the planning area. (one in-person meeting)

Work Element Two: Existing Conditions & Opportunity Analysis

- Review and Summarize Existing Plans & Recommendations: Review and summarize relevant plans including recently completed and/or ongoing Village-led and private sector-led projects. Identify key recommendations that remain relevant to the planning study.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
342 North Water Street • Milwaukee, Wisconsin 53202 • 414.421.2001 • 414.732.2035 Fax
www.vandewalle.com

Shaping places, shaping change

- Conduct an Existing Conditions Inventory & Analysis: Inventory existing conditions using aerial photographs, County and Village planning and land records.
- Identify Parking & Circulation Opportunities: Conduct a high-level parking analysis using aerial photographs to identify existing off-street parking spots in the downtown area, existing street parking spots in the downtown area, and identify priority locations for increasing or reorganizing parking capacity near key destinations.
- Identify Redevelopment Site Opportunities: Review properties within the planning area to identify potential redevelopment site opportunities.
- Develop an Opportunity Analysis Graphic with Summary Text: Utilize data and analysis gathered in this Element to produce a deliverable “Opportunity Analysis Graphic” with summary text identifying existing conditions, parking and circulation opportunities, and redevelopment opportunities.

Work Element Three: Streetscape Design Layout

- Develop Streetscape Cross Section and Plan View: Provide a plan view and a typical cross section version of a streetscape design for the planning area which can be used to inform elements for consideration ahead of the Phase 2 State Hwy 67 reconstruction.
- Develop Streetscape Amenities Palette: Provide graphic images as recommendations for a unified streetscape amenities palette to include features such as street lighting, street furniture and other decorative and wayfinding elements.
- Develop Parking and Circulation Concept: Provide a parking and circulation concept that identifies priority locations for increasing or reorganizing parking capacity near key destinations.

Work Element Four: Document Completion & Adoption

- Create Implementation Action Plan: Develop a tabular summary of recommended implementation action steps.
- Complete Final Report: Develop a final report with graphic analysis and supporting text to convey all information developed through the

course of the project in an easy-to-digest document. The final report will include products developed in Work Elements One through Four.

- Joint Plan Commission & Village Board Adoption Plan Meeting: Attend one in-person meeting held jointly between the Plan Commission and Village Board to review findings of the report and to consider final acceptance of the project document.

Optional Tasks

As directed by the Village, VANDEWALLE & ASSOCIATES can undertake optional tasks for an additional cost.

- Joint Plan Commission & Village Board Draft Plan Meeting (in-person): A review of the draft plan to provide additional comments and direction prior to the final approval.
- Concept Redevelopment Site Plan and Visual Rendering Sketch: Selection of a priority redevelopment site and creation of a concept site plan and visual rendering sketch to provide an inspiring vision for a catalytic development in the planning area.
- Attend Property Owner Meeting with Village Representative (in-person): Attend 1 in-person meeting with downtown property owners in a meeting coordinated by the Village.

- B. Additional Services, beyond those stated in Article I.A., may be provided through a “Work Order”.
- C. VANDEWALLE & ASSOCIATES agrees to provide its professional Services in accordance with generally accepted standards of its profession.

Article II Client’s Responsibilities

- A. Client agrees to provide VANDEWALLE & ASSOCIATES with all base maps, blueprints, aerial photos, studies, reports, and ordinances needed to complete these Services. VANDEWALLE & ASSOCIATES may reasonably rely on the

accuracy and completeness of these items. Client agrees to provide these items and to render decisions in a timely manner so as not to delay the orderly and sequential progress of VANDEWALLE & ASSOCIATES Services.

- B. The administrative liaison between VANDEWALLE & ASSOCIATES and the Client will be David Lothspeich, Village Administrator.
- C. Client agrees that the following individuals are approved to authorize Additional Services via a Work Order:

[illegible]

- D. Client understands that any work product delivered in electronic form under this Agreement may require Client to use certain third-party hardware and/or software products. Client shall be solely responsible for obtaining licenses to use such third-party software. VANDEWALLE & ASSOCIATES makes no warranties or representations as to the quality, capabilities, operations, performance or suitability of any third-party hardware or software including the ability to integrate with any software currently in use by the Client. Client acknowledges that the quality, capabilities, operations, performance, and suitability of any third-party hardware or software lies solely with Client and the vendor or supplier of that hardware or software.
- E. If Client makes any modifications to Deliverables, Client shall either 1) obtain the prior written consent of VANDEWALLE & ASSOCIATES; or 2) remove VANDEWALLE & ASSOCIATES name from the Deliverables. In the event that Client selects option #2, VANDEWALLE & ASSOCIATES shall not be liable or otherwise responsible for such modifications or their effect on the results of the implementation of the recommendations contained in such Deliverables.

Article III Estimated Schedule

- A. Services in this Agreement shall commence from the date of execution, and be in effect through December 31, 2024, unless the parties agree otherwise.
- B. VANDEWALLE & ASSOCIATES shall render its Services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact the Project schedule and VANDEWALLE & ASSOCIATES shall not be responsible for any delays caused by factors beyond its reasonable control.

Article IV Costs and Payment

- A. All work will be completed on a time and materials basis with the budget for not to exceed \$29,000.
- B. Client acknowledges that significant changes to the Project schedule, budget or Project's scope may require Additional Services for which the parties may (but are not required to) enter into a separate Work Order (see Article I.B.).
- C. Invoice charges to the Client are divided into these two elements:
 - 1. Professional Fees.
Charged for all Services rendered at current billing rates as listed in Attachment One.
 - 2. Reimbursable Expenses.
 - a. Most will be invoiced at cost, including travel and all in-house charges.
 - b. Some Reimbursable Expenses will be charged at cost multiplied by 1.1. These are limited to items charged through a third-party vendor. Examples of these would include: printing, reproduction, and delivery charges.

- D. VANDEWALLE & ASSOCIATES shall send Client an invoice for Professional Fees and Reimbursable Expenses once a month. Client shall pay VANDEWALLE & ASSOCIATES the amounts due under such invoice upon receipt of such invoice. A service charge of 1% per month may be charged on all amounts more than 30 days after date of invoice.

Article V Termination

- A. Either Client or VANDEWALLE & ASSOCIATES may terminate this Agreement upon seven days written notice.
- B. If terminated, Client agrees to pay VANDEWALLE & ASSOCIATES the hourly rates for all Services rendered and Reimbursable Expenses incurred, up to the date of termination.
- C. Upon not less than seven days' written notice, VANDEWALLE & ASSOCIATES may suspend the performance of its Services if Client fails to pay VANDEWALLE & ASSOCIATES in full for Services rendered or Reimbursable Expenses incurred. VANDEWALLE & ASSOCIATES shall have no liability because of such suspension of service or termination due to nonpayment.

Article VI Dispute Resolution

VANDEWALLE & ASSOCIATES and Client agree to mediate claims or disputes arising out of or relating to the Agreement. The mediation shall be conducted by a mediation service acceptable to the parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises. In no event shall any demand for mediation be made after such claim or dispute would be barred by the applicable law.

Article VII Intellectual Property; Confidentiality

- A. Except as otherwise provided by law: upon payment in full by Client to VANDEWALLE & ASSOCIATES for Services rendered and Reimbursable

Expenses incurred pursuant to this Agreement, VANDEWALLE & ASSOCIATES shall grant Client a non-transferable, non-exclusive, perpetual license to use any and all Work Product developed or produced by VANDEWALLE & ASSOCIATES pursuant to this Agreement. As used in this Agreement, "Work Product" means all inventions, processes, data, documents, drawings, records, and works of authorship, whether or not copyrightable or patentable, that are originated or prepared by VANDEWALLE & ASSOCIATES in the course of rendering the Services under this Agreement. Until Client pays VANDEWALLE & ASSOCIATES in full for Services rendered and expenses incurred pursuant to this Agreement, Client may not use any Work Product to complete the Project with others unless VANDEWALLE & ASSOCIATES is in material breach of this Agreement.

- B. Except as otherwise provided by law: Client shall not communicate, publish, or otherwise disclose to a third party or authorize or induce anyone else to use, communicate, publish, or otherwise disclose, any nonpublic information pertaining to VANDEWALLE & ASSOCIATES, including, without limitation, any information relating to pricing, products, or ideas of VANDEWALLE & ASSOCIATES. Until VANDEWALLE & ASSOCIATES is paid in full by Client for Services rendered and expenses incurred pursuant to this Agreement, Client shall not communicate, publish, or otherwise disclose to any third party, any information pertaining to or summaries of the Work Product.

Article VIII Miscellaneous Provisions

- A. Wisconsin law governs this Agreement (without regard to its conflict of law principles or rules of construction concerning the draftsman hereof).
- B. This Agreement is the entire and integrated agreement between the Client and VANDEWALLE & ASSOCIATES, and supersedes all prior negotiations, statements or agreements, either written or oral, with regard to its subject matter. This Agreement may be amended only by written instrument signed by both Client and VANDEWALLE & ASSOCIATES. Neither party can assign this Agreement without the other party's prior written permission.

- C. Notwithstanding any other term in this Agreement, VANDEWALLE & ASSOCIATES shall not control or be responsible for another party's means, methods, techniques, schedules, sequences or procedures, or for construction safety or any other related programs.
- D. Client and VANDEWALLE & ASSOCIATES agree to indemnify, defend and hold one another, their agents and employees harmless from and against any and all claims, liabilities, suits, demands, losses, costs and expenses (including reasonable attorneys' fees) to property or persons, including injury or death, or economic losses, arising out of the Project and/or the performance or non-performance of obligations under this Agreement, except to the extent such damages or losses are directly caused by either's gross negligence or willful misconduct.
- E. In the event that any suit or action is instituted to enforce any provision in this Agreement, the prevailing party in such dispute shall be entitled to recover from the losing party all fees (including legal and accounting fees), costs and expenses of enforcing any right of such prevailing party under or with respect to this Agreement, including without limitation, all costs of appeals. For purposes of this provision, "prevailing party" shall include a party that dismisses an action in exchange for payment of the sum allegedly due, performance of covenants allegedly breached, or consideration substantially equal to the relief sought in the action or proceeding.
- F. VANDEWALLE & ASSOCIATES reserves the right to include representations of the Project in its promotional and professional materials.
- G. In order for VANDEWALLE & ASSOCIATES' to provide cost effective services, the parties agree that VANDEWALLE & ASSOCIATES shall not be liable to client or any third party for any losses, lost profits, lost data, consequential, special, incidental, or punitive damages, delays, or interruptions arising out of or related to this Agreement, regardless of the basis of the claim. VANDEWALLE & ASSOCIATES' aggregate liability (including attorneys' fees) to Client shall not exceed the amount of fees actually paid to VANDEWALLE & ASSOCIATES by Client with regard to the Services or the Work Order for which liability has been asserted.

April 26, 2024

9

IN WITNESS WHEREOF, the parties hereto entered into this Agreement as of the latest date noted, below.

Village of Williams Bay

By:



Signature of Authorized Representative

5/10/24

Date

David Lathrop

Printed Name

Village Administrator

Title

VANDEWALLE & ASSOCIATES, INC.

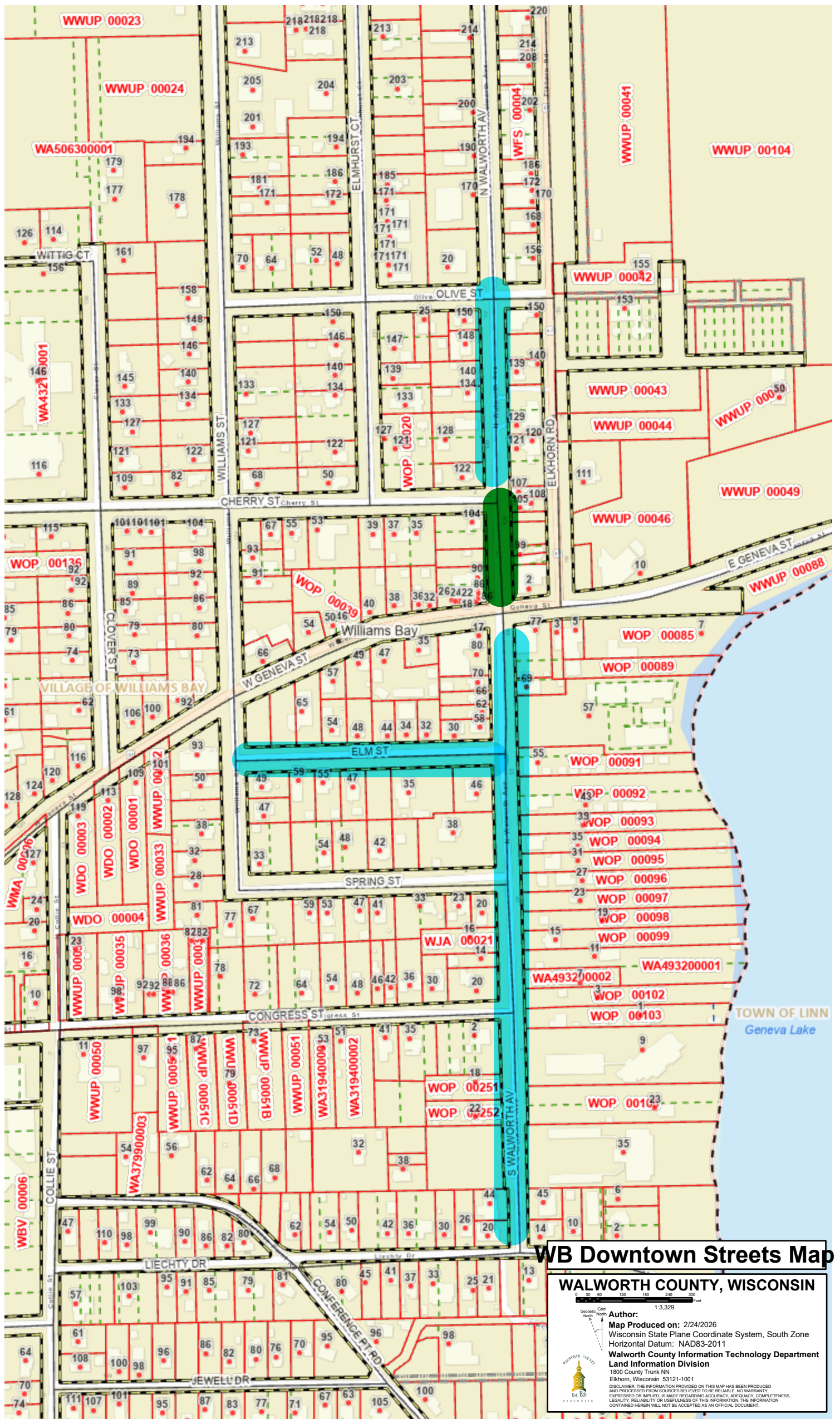
By:

Nonna Anderson, Business Manager

Date

ATTACHMENT ONE
FEE SCHEDULE

	<u>Hourly Rates</u>
Company President	\$220 to \$300
Principal	\$200 to \$280
Associate	\$110 to \$160
Assistant	\$85 to \$100
GIS Analyst/Cartographer	\$105 to \$120
Communications Specialist	\$70 to \$150
Project Assistant	\$40 to \$65



Village of Williams Bay, WI
Tuesday, February 24, 2026

Chapter 345. Vehicles and Traffic

§ 345-4. Parking restrictions.

A. Restrictions.

- (1) Boat launch parking. No person shall park or leave standing a vehicle or trailer in the boat launch parking lot in a manner that is contrary to the restrictions that the Village Board may impose on the parking of vehicles and trailers and which are listed on the official signs that are posted in that parking lot by the Village of Williams Bay.
- (2) Penalty for violation of § 345-4A(1) shall be as follows: the penalty provisions of this Code of Ordinances, § 1-4 herein, shall apply except for a violation of § 345-4A(1) a minimum forfeiture of \$25.

B. Walworth Avenue parking. No person shall park a vehicle on Walworth Avenue between Geneva Street and Cherry Street except at an angle on the east side of the street and parallel to the west side of the street between the marked lines. Parking on Walworth Avenue between Geneva Street and Cherry Street shall be limited to not more than two hours in duration and shall be marked by official "two-hour parking zone" signs.

[Amended 4-17-2023 by Ord. No. 2023-05]

C. Other regulations.

- (1) Parking meters. When any vehicle is parked in a parking meter zone, the vehicle operator shall deposit or cause to be deposited a coin of the denomination indicated and put such meter in operation. Failure to deposit such coin and put the meter in operation is prohibited.
- (2) One- or two-hour zones. When signs have been erected upon any street indicating that stopping, standing and parking is limited to one hour, limited to two hours or is prohibited during designated hours as specified thereon, no person shall park any vehicle on such street in violation of any such signs.
- (3) Double parking. No operator of any vehicle shall stop, stand or double park in a roadway other than parallel with the edge of curb of the roadway headed in the direction of lawful traffic movement.
- (4) Blocking alley. No operator of any vehicle shall stop, stand or park such vehicle within an alley in such position as to block the driveway or entrance to any abutting property.
- (5) Blocking driveway. No operator of any vehicle shall stop, stand or park at any place where the standing of any vehicle will block the use of any driveway.
- (6) Wrong side of street. No person shall stand or park a vehicle in a roadway other than parallel with the edge of curb of the roadway headed in the direction of lawful traffic movement.
- (7) Winter night parking restrictions. No person shall park, stop or leave standing any vehicle on any Village street between 2:00 a.m. and 6:00 a.m. from November 15 of each year to April 15 of the following year. Signs shall be erected at or reasonably near the corporate Village limits as provided in § 349.13, Wis. Stats., advising of the existence of this subsection. Permission for parking for guests of residents may be granted by the Police Department on a per-night

basis for not more than 14 consecutive days for any one person or vehicle. Such permission may be granted by the Police Department upon a phone notification for not more than three days. If request is made for permission to park for more than three days, applicant shall complete an appropriate application at the Police Department for such purpose.

- (8) Parking during snow emergencies. Whenever the Chief of Police shall, by reason of heavy snow storm or blizzard, proclaim a snow emergency pursuant to § 323.11, Wis. Stats., no person shall park, stop or leave standing any vehicle upon the streets or any portions of the streets during the hours as set forth in the proclamation.
- (9) Fire hydrant. No operator of any vehicle shall stop, stand or park such vehicle at any curb within 10 feet of a fire hydrant.
[Amended 9-7-2021 by Ord. No. 2021-09]
- (10) No-parking zone. No operator of any vehicle shall stop, stand or park at any place where official signs have been erected indicating a no-parking zone.
- (11) Improper parking. No person shall park any vehicle upon a street in such manner or under such conditions as to leave available less than 18 feet of the width of the roadway for free movement of vehicular traffic on a two-way street or less than 10 feet of the width of the roadway for free movement of vehicular traffic on a one-way street.
- (12) Yellow line. No operator of any vehicle shall stop, stand or park in any area along the curbing that has been striped yellow.
- (13) Official signs. No person shall park a vehicle contrary to the notice specified on such sign.
- (14) Parking on crosswalk or intersection. No operator of any vehicle shall stop, stand or park within 15 feet of a crosswalk or intersection, except in a roadway marked with lines designating parking spaces.
- (15) Parking at or opposite fire station. No operator of any vehicle shall stop, stand or park such vehicle at any place within 20 feet of the entrance to any fire station, and on the side of any lot opposite the entrance to any fire station within 75 feet of such entrance.
- (16) Parking on sidewalk. No operator of any vehicle shall stop, stand or park such vehicle on any sidewalk.
- (17) Parking in private parking lot. No person not so entitled shall park a vehicle in a private parking lot unless authorized by order of the custodian.
- (18) Parking in public parking lot. No person shall park a vehicle upon any property owned by a company or the Village and used for the transaction of public business where such parking is prohibited by order of the custodian of such property.
- (19) Parking obstructing traffic. The operator of a vehicle shall not operate such vehicle to allow the same to remain upon any street in such a manner as to form an unreasonable obstruction to the traffic thereon.
- (20) Handicapped parking. Except for a motor vehicle used by a physically disabled person as defined under § 346.503(1), Wis. Stats., no person may park, stop or leave standing any vehicle, whether attended or unattended and whether temporarily or otherwise, upon any portion of a street, highway or parking facility reserved, by official traffic signs indicating the restriction, for vehicles displaying special registration plates issued under § 341.14(1), (1a), (1e), (1m) or (1q), Wis. Stats., or a special identification card issued under § 343.51, Wis. Stats., or vehicles registered in another jurisdiction and displaying a registration plate, card or emblem issued by the other jurisdiction which designates the vehicle as a vehicle used by a physically disabled person. The penalty provisions of this Code, § 1-4 herein, shall apply, except the minimum forfeiture upon conviction of this § 345-4C(20) shall be \$150 and the maximum forfeiture shall be \$300, together with cost of prosecution.
[Amended 9-7-2021 by Ord. No. 2021-09]

- (21) Semi-tractor, trailer parking. Semitrailers, tractor semitrailers or truck tractors, as defined in § 340.01, Wis. Stats., shall not park on any Village street, except that such vehicles may park on the street for the purpose of loading or unloading and only during such time while actively engaged in loading or unloading the vehicle.
- (22) Payment of municipal fees required. No person shall park or leave standing any vehicle on any street or public parking area belonging to or leased by the Village after having obtained a municipal benefit or a municipal service without first paying the required fee for the use or benefit thereof. The owner of a vehicle involved in a violation of this subsection shall be liable for a violation hereof subject to the defenses to the owner defined and described in § 346.485(5)(b), Wis. Stats. This subsection shall be enforced using the nonmoving traffic violation procedure set forth in § 345.28, Wis. Stats., with the forfeiture to be \$55 for a violation of this subsection.
- (23) Terrace or parkway. No person shall park, stop or leave standing any vehicle or trailer on any Village terrace or parkway where curb and gutter are installed. "Terrace or parkway" is defined as the area between the curb and the sidewalk or, if sidewalk is not installed, the area between the curb and the abutting property line.
- (24) Street maintenance.
 - (a) Whenever it is necessary to maintain, repair or restore a Village street or highway or any part thereof, the Chief of Police shall post appropriate signs bearing the words "No Parking - Street Maintenance Work."
 - (b) Such signs shall be erected at least two hours prior to the time street or highway maintenance, repair or restoration work is to be commenced and shall remain in place until all maintenance, repair or restoration work is completed. The street or highway shall include the berm, shoulder, terrace and all areas within the public right-of-way involved in the maintenance, repair or restoration of the street or highway. No person shall park a motor vehicle in violation of such signs.
- (25) Resident parking lots. No person shall park a vehicle in a parking lot or other parking area marked by official signs indicating that lot or parking area is restricted for use by residents vehicles properly displaying resident parking permits. Resident parking permits shall be affixed to the vehicle for which they are issued in the manner prescribed by the Village at the time of issuance.
- (26) Extended parking of trailers prohibited. No person shall park, stop, or leave standing a trailer as defined by § 340.01(71), Wis. Stats., on any Village street for a period of time in excess of 24 hours.
- D. Parking permitted along Collie Street adjacent to school. Parking in designated parking spots along the west side of Collie Street is permitted during the hours of 7:30 a.m. to 4:30 p.m. during school days from the intersection of Hickory Street north to a point 139 feet south of the intersection of Collie Street and Congress Street.
- E. Removal of illegally parked vehicles.
 - (1) Hazard to public safety. Any vehicle parked, stopped or standing in violation of any of the provisions of this chapter is declared to be a hazard to traffic and public safety.
 - (2) Removal by operator. Such vehicle shall be removed by the operator in charge, upon request of any traffic officer, to a position where parking is permitted or to a private or public parking or storage premises.
 - (3) Removal by traffic officer. Any traffic officer, after issuing a citation for illegal parking, stopping or standing of an unattended vehicle in violation of this chapter, is authorized to remove such vehicle to a position where parking is permitted.

- (4) Removal by private services. The officer may order a motor carrier holding a permit to perform vehicle towing services, a licensed motor vehicle salvage dealer or a licensed motor vehicle dealer who performs vehicle towing services to remove and store such vehicle in any public storage garage or rental parking grounds or any facility of the person providing the towing services.
 - (5) Towing and storage charges. In addition to other penalties provided by this chapter, the owner or operator of a vehicle so removed shall pay the actual cost of moving, towing and storage. If the vehicle is towed by the Police Department, a charge as set forth on a schedule of charges established by the Village Board shall be paid for such towing. If the vehicle is towed or stored by a private motor carrier, motor vehicle salvage dealer or licensed motor vehicle dealer, actual charges regularly paid for such services shall be paid. If the vehicle is stored in a public storage garage or rental facility, customary charges for such storage shall be paid. Upon payment, a receipt shall be issued to the owner of the vehicle for the towing or storage charge.
- F. Registration record of vehicle as evidence. When any vehicle is found in violation of any provision of this chapter regulating the stopping, standing or parking of vehicles and the identity of the operator cannot be determined, the owner as shown by the ownership registration of the vehicle supplied by the Wisconsin Department of Transportation, or a comparable authority of any other state, shall be deemed to have committed the violation for purposes of enforcement of this chapter and shall be subject to the applicable forfeiture penalty; provided, the defenses defined and described in § 346.485(5)(b), Wis. Stats., shall be a defense for an owner charged with such violation.
- G. Removal of parking citations prohibited. No person, other than the owner or operator thereof, shall remove a parking violation or citation from a motor vehicle.

Tai Thompson<outreach@genevalakeconservancy.org>

Tina Kolls

Hi Tina,

Our signs will be very similar to our Keep it Blue signs that property owners are putting in their lawn. We plan on making them the same size (24x18 in, see attached picture) The designs on the sign will be different for each one. Currently I don't have mockups for those.

The signs will have a piece of information on it, the GLC logo, name of the walk around the lake event, and a QR code for those to register for the walk and participate. The pieces of information on each sign will be information on the lake, such as the depth, mileage, etc.), information about easements/public preserves we have around the lake (such as Helen Rohner and Kishwauketoe), things of that nature. It is only to reinforce the benefits of the lake, shore path, and GLC.

I can send these mockups over once they are finalized for the ones we'd like to put in public spaces (such as the public pier). We would only be putting together a couple of signs for those in public spaces. We don't want to overdo it and would prefer to stick to private homeowners that we work with.

Please let me know what I can do further. Thank you!

Tai Thompson

Community Outreach and Fundraising Manager

Geneva Lake Conservancy

398 Mill Street, Fontana, 53125

608-289-8999 (cell)

262-275-5700 (office)



**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-24-26**

**A RESOLUTION RENEWING THE MUNICIPAL BUSINESS LEASE WITH
AND APPROVING TEMPORARY SIGNAGE FOR CRESCENT MOON MASSAGE THERAPY,
DBA CRESCENT MOON WELLNESS CENTER FOR
YOGA ON THE BEACH FOR THE 2026 SEASON**

WHEREAS, Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center (“Crescent Moon”) and the Village of Williams Bay (“Village”) have entered into a contract for the lease of beach lakefront area location as determined from time to time by the Village; and

WHEREAS, the contract specifies that the rent for the lease shall be \$1.00 (one-dollar) per student, per class for the payment period; and

WHEREAS, Crescent Moon has agreed to the terms and conditions of the contract; and

WHEREAS, on March 2, 2026 the Parks & Lakefront and Finance and Personnel Committees recommended authorizing the Municipal Business Lease with Crescent Moon Wellness Center for Yoga on the Beach for the 2026 season; and

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to renew the Municipal Business Lease attached heretofore as Exhibit A;

NOW, THEREFORE, be it resolved by the Village Board of Trustees of the Village of Williams Bay, Wisconsin, hereby approves the lease.

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the renewal of the recommended Municipal Business Lease, therefore.

Approved by the Village Board of the Village of Williams Bay this 16th day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

Municipal Business Lease

Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center 2026

MUNICIPAL BUSINESS LEASE

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

1. This lease is made this ____th day of _____, 2026, between The Village of Williams Bay, Wisconsin, herein called the Municipality, and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center 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 Williams Bay beach (west of the beach house) from 7:00 a.m.- 8:15 a.m. on Saturdays and Sundays between Memorial Day weekend and Labor Day weekend. Classes will also be offered on Memorial Day, July 4th, and Labor Day at 7:00 a.m.

3. Special Event Days: In addition to the days and times specified in Section I, the Renter may request a limited number of pre-scheduled additional days for special events. Such additional days require prior approval by the Municipality or its designee and must be scheduled in advance. Approval shall not be unreasonably withheld, provided such events do not interfere with municipal operations or public use of the beach.

4. This lease shall be for the following specified period: effective upon execution of this contract and shall continue in force through Labor Day 2026. 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 \$1.00 per student, per class. That amount shall be calculated from the start of this lease through Labor Day 2026. The Renter shall provide verification of the gross sales to the Municipality along with their payment.

2. Time of Payment: Renter shall pay the Municipality no later than September 30, 2026. This will be a lump-sum payment for the entire season and length of the contract.

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

SECTION III. The Renter Agrees 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, and to comply with all requirements of said licenses and

permits and provide copies of the same to the Village Administrator.

2. Renter agrees to not interfere with beach cleaning operations by Village Staff.

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. Temporary Signage: The Renter may place one (1) small, temporary sign near the beach entrance for the purpose of identifying or promoting scheduled classes. Said sign shall be installed no earlier than the start of the Renter's permitted use period and shall be completely removed by the Renter at the conclusion of each day's activities. No sign shall be left overnight.

6. Renter agrees to pay all reasonable costs, attorneys' fees, and expenses that shall be paid or incurred by Municipality in enforcing this lease.

7. Renter agrees not to assign this lease or sublease the premises without the consent of the Municipality.

8. 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. All yoga instructors shall supply the Municipality with a certificate of insurance naming the Village of Williams Bay an additional insured.

9. Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center and Nikelle Burrough agree to personally guarantee the debts from Section II only of the Renter for this agreement.

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:

Nikelle Burrough, Crescent Moon Massage Therapy,
DBA Crescent Moon Wellness Center

Approved by Village Board of the Village of Williams Bay this _____ day of
_____, 2026.

MUNICIPALITY:
VILLAGE OF WILLIAMS BAY

Adam Jaramillo, President

ATTEST:

Tina Kolls, Clerk

ORDINANCE #2026-_____
**AN ORDINANCE AMENDING SECTION 390-0310M. OF THE CODE OF ORDINANCES OF THE
VILLAGE OF WILLIAMS BAY CONCERNING TOURIST ROOMING HOUSES**

WHEREAS, the Building, Zoning and Ordinance Committee (BZO), having determined that it is necessary to amend Section 390-0310M. of the Code of Ordinances, which regulates tourist rooming houses, in order to provide greater clarity and certainty as to advertising requirements and other requirements for the proper and safe operation of tourist rooming houses, including regulations governing the proper use of tourist rooming houses by their occupants, and to provide for more effective enforcement of those regulations; and

WHEREAS, the Plan Commission of the Village of Williams Bay having held the duly noticed public hearing to address the proposed amendment to Section 390-0310M. of the Code of Ordinances; and

WHEREAS, following said public hearing, the Plan Commission having voted to recommend to the Village Board of the village of Williams Bay (Village Board) the ordinance amending Section 390-0310M. of the Code of Ordinances; and

WHEREAS, the (BZO) having recommended to the Village Board the adoption of an ordinance amending Section 390-0310M. of the Code of Ordinances, which regulates tourist rooming houses, order to accomplish the above stated purposes; and

WHEREAS, the Village Board having determined that it is appropriate to accept the recommendations of the BZO and the Plan Commission, and enact an ordinance amending Section 390-0310M. of the Code of Ordinances for the reasons advanced by the BZO, in order to promote and enhance the quality of life, public health and safety and general welfare of persons in the Village.

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

Section I. Section 390-0310M. of the Code of Ordinances of the Village of Williams Bay is hereby amended to read as follows:

§390-0310M. Tourist rooming house.

- M. Tourist rooming house. A dwelling unit available for stays for one to six consecutive days by paying guests, which may or may not be owner-occupied for parts of the year. These uses are often referred to as vacation rentals and include timeshare units. Where such units are rented for more than six but less than 30 consecutive days, such use shall not be considered tourist rooming houses but instead shall be considered short-term rentals, separately described and regulated in Chapter 205, Article III, Short-Term Rental of Residential Dwellings, of the Village Code. Where such units are leased for periods longer than 29 consecutive days, such use shall also not be considered tourist rooming houses, but shall instead be considered "single-family" dwellings, separately described and regulated under this chapter. Also not included within this land use category are "bed-and-breakfast establishments," "commercial indoor lodging," or "boarding houses."

- (1) Standards. Tourist rooming houses shall adhere to the following standards:

[Amended 8-20-2018 by Ord. No. 2018-6]

- (a) Advertising requirements. No person shall advertise, market, or list a property as a tourist rooming house prior to obtaining a license. All advertisements and listings must display the Village tourist rooming house license number and include the name and contact information of the property owner or designated agent. The license holder shall provide the Village with a list of all websites, platforms, and publications where the property is advertised.
- (b) Occupancy shall be limited to two persons per bedroom, plus an additional two persons. At no time may the number of guests exceed eight regardless of the number bedrooms in the dwelling unit.
- (c) The maximum stay for any party other than the owner of the premises shall be six consecutive days.
- (d) Events and parties. No outdoor events, parties, gatherings, or celebrations (including but not limited to weddings, graduations, reunions, bachelor parties, etc.) beyond the normal occupancy of the property shall be permitted at any tourist rooming house.
- (e) Designated operator. The property owner or designated agent must reside within 30 miles of the property and be available to respond to the Police Department or Village Hall within one hour and resolve issues within two hours in the event of an emergency or complaint. If a designated agent is used, the names, addresses, and 24-hour phone numbers of both the agent and the property owner must be provided to the Village Clerk, along with a copy of the management contract. Any changes must be updated within 15 days of the change.
- (f) The number of guest vehicles allowed on site is limited to no more than one vehicle per bedroom. No parking is permitted on lawns. A minimum of one space per each bedroom of off-street parking is required. On-street parking is prohibited. No recreational vehicle, camper, tent, or other temporary lodging arrangement may be used for living or sleeping purposes.
- (g) Solid waste disposal. Solid waste disposal practices must meet the standards set forth in Chapter 308 Solid Waste and Recycling, of the Code of the Village of Williams Bay with specific attention to §308-22 A. and B. regarding collection carts and C. which states that “No solid waste and recyclables shall be placed as herein required at the specified collection point sooner than 24 hours prior to the regularly scheduled collection time or be allowed to remain at the curb longer than 12 hours thereafter.”

- (h) Guest registry. Each license holder shall keep a registry of all guests including their names, addresses, phone numbers, and dates of stay. The registry shall be submitted quarterly to the Clerk with written certification by the property owner of guest registration and compliance (even if no room tax form is submitted for that quarter). The registry shall also be made available upon request by the Code Enforcement Officer or Clerk. The license holder shall maintain the above stated information for a period of not less than two years (current year and prior year).
- (i) Property rules. Property rules must be posted at the property near the front door. The property owner must also share property rules with all property owners within 500 feet of the tourist rooming house property.

Property rules must include the following minimum information:

- [1] Maximum occupancy of the property.
 - [2] Contact information for the designated operator.
 - [3] Where to park.
 - [4] Quiet hours of 10:00 p.m. to 7:00 a.m.
 - [5] Pet policy: no more than three pets are allowed at the property.
 - [6] No outdoor events as described in §390-0310M(1)(d).
 - [7] Outdoor burning regulations.
 - [8] Non-emergency contact information for law enforcement and fire.
 - [9] What to do with the garbage after the rental period is ended.
 - [10] Copy of the State of Wisconsin tourist rooming house license.
 - [11] Copy of the Village short-term rental license.
 - [12] Copy of the boating regulations if the property is located adjacent to a lake shore.
- (j) The appearance or use of the dwelling shall not be altered in a manner that would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or the emission of sounds, odors, dust or vibrations that carry beyond the premises.
 - (k) The availability of the tourist rooming house to the public shall not be advertised on site.
 - (l) The tourist rooming house must be licensed by the State of Wisconsin as required by state statute. Proof of valid State of Wisconsin tourist rooming house license must be posted near the front door.

- (2) License required.
- (a) Any person who maintains, manages or operates a tourist rooming house for more than ten (10) nights in a year shall obtain a permit under this §390-0310M. and pay the required fee. The license shall be valid for one year from the date of approval.
 - (b) A copy of the Wisconsin Department of Revenue Seller's Permit must be provided with the license application and maintained current.
 - (c) Insurance. All tourist rooming house properties must maintain valid property and liability insurance. Proof of insurance must be provided with the initial license application and upon renewal.
 - (d) Inspections and emergency access. A mandatory building and fire inspection report showing compliance with all applicable codes must be submitted prior to license approval. Annual inspections are required for license renewal. A KNOX box must be installed for emergency entry by fire and police personnel.
 - (e) License renewal. License renewal application and fees are due 45 days before the license expires. Each license shall be valid for one year from the date of approval. A late fee of \$250 shall be assessed for any renewal application submitted after the 45-day deadline.
- (3) Penalties for violations.
- (a) Operating without a license. Any person operating a tourist rooming house without a valid license shall be subject to a \$1,000 forfeiture, plus all past due room taxes for prior rentals if not yet paid. Each day of operation without a license constitutes a separate offense. Compliance with this Subsection 390-0310M. will be the responsibility of the property owner.
 - (b) Major violations of are subject to forfeitures and license revocation.

Major violations include:

- [1] Rental marketing that does not include the license number or falsely advertises the property;
- [2] No designated operator within 30 miles of the property;
- [3] Failure to display the license number as required;
- [4] Failure to pay room tax and submit timely reporting;
- [5] Failure to pay annual license fees;
- [6] Failure to report rentals from all forms of advertising in conjunction with room tax payment;
- [7] Having another rental arrive during another guest's rental period;
- [8] Illegal activity on the property.

- (c) Penalties for major violations are based on the number of violations in a rolling 12-month period as follows:
 - [1] First offense: \$250 forfeiture per day of violation plus court costs until rectified;
 - [2] Second offense: \$500 forfeiture per day of violation plus court costs until rectified; 3-month suspension of license;
 - [3] Third offense: \$1,000 forfeiture per day of violation plus court costs until rectified; Permanent revocation of license and no future ability to obtain a license for the property.
- (d) A reinspection fee shall be required after any major violation before the license can be reinstated.
- (e) Minor violations may be caused by renters or guests of a rental. Minor violations include, but are not limited to: noise complaints, disruptive behavior by occupants, refuse container placement or removal violations, or law enforcement intervention. The first two minor violations within a 12-month period shall be upgraded to constitute one major violation. Each additional minor violation within the same 12-month period shall constitute an additional major violation.
- (4) The total number of tourist rooming houses permitted in the Village shall not exceed 15.

[Amended 6-20-2022 by Ord. No. 2022-03]

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

Approved by the Village Board the Village of Williams Bay this _____ day of _____, 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

First Reading: _____

Second Reading: _____

Date Adopted: _____

Date Published: _____

ORDINANCE #2026-O-03
**AN ORDINANCE CREATING SECTION 12-14 THE CODE OF ORDINANCES
OF THE VILLAGE OF WILLIAMS BAY CONCERNING TOURISM COMMISSION**

WHEREAS, pursuant to the authority granted to the Village of Williams Bay by Wis. Stat. §66.0615, the Village has, in Section 46-11 of the Code of Ordinances, enacted a room tax; and

WHEREAS, pursuant to the authority contained in Wis. Stat. §66.0615(1m), the Village is authorized to form a commission to utilize the funds received by the Village from said room tax for the purposes of tourism promotion and tourism development; and

WHEREAS, the Building, Zoning and Ordinance Committee having recommended to the Village Board the formation of a tourism commission which has the authority to contract with a tourism entity to facilitate the expenditure of funds received from the room tax for tourism promotion and tourism development; and

WHEREAS, such tourism commission would assume responsibility for the overall monitoring of the expenditure of funds received from the room tax to ensure that such funds are expended in conformity with the provisions of Wis. Stat. §66.0615; and

WHEREAS, the Village Board of the Village of Williams Bay having determined that it is appropriate to accept the recommendation of the Building, Zoning and Ordinance Committee to establish a tourism commission.

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

Section I. Section 12-14 of the Code of Ordinances of the Village of Williams Bay is hereby created to read as follows:

Section 12-14 Tourism Commission.

A. CREATED. There is hereby created, pursuant to the authority of Wis. Stat. §66.0615 (1m) (a) and (c), the Tourism Commission.

B. PURPOSE. The purpose and duties of the Tourism Commission shall be to use the room tax revenue that it receives from the village to develop and execute a tourism marketing plan for tourism promotion and tourism development for the Village. The Commission shall have the authority and carry out the duties set forth in Wis. Stat. § 66.0175 (1m) (c) and (d), and as otherwise provided by law.

C. DEFINITIONS. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

(1) **Capital improvement.** Public structures or fixtures which are designed for and are determined to facilitate tourism promotion and tourism development. Such improvements may include, but are not limited to, signs, lighting, sidewalk improvements, downtown streetscape, pathways, banners, flower programs, tree planting programs, park

development, farmer's market physical improvements, and landscaping, together with other public infrastructure, including but not limited to public roadways, public sewer necessary to support tourism, but shall not include contribution toward or redevelopment of any lodging facility.

- (2) **Commission.** As set forth in Wis. Stat. § 66.0615 (1) (a).
- (3) **Hotel or Motel.** A building or group of buildings in which the public may obtain accommodations for a consideration, including, without limitation, such establishments as inns, motels, tourist homes, tourist houses or courts, lodging houses, summer camps, apartment hotels, resort lodges, campgrounds, cabins, and any other building or group of buildings in which the accommodations are available to the public, except accommodations rented for a continuous period of more than 29 days and accommodations furnished by any hospital, sanatoriums, or nursing homes, rooming houses, or by corporations or associations organized and operated exclusively for religious, charitable or educational purposes; provided that no part of the net earnings of such corporations and associations inures to the benefit of any private shareholder or individual.
- (4) **Sales Price.** The meaning as defined in Wis. Stat. §77.51 (15b) insofar as applicable. Any federal and state tax exempt transactions shall not be included in the definition of sales price.
- (5) **Tourism Entity.** The definition set forth in Wis. Stat. § 66.0615 (1) (f).
- (6) **Tourism Promotion and Tourism Development.** As set forth at Wis. Stat. § 66.0615 (1) (fm).
- (7) **Transient.** Any individual residing for a continuous period of less than 30 days in a motel, hotel or other furnished accommodations available to the public.
- (8) **Treasurer.** The Village Treasurer.

D. DUTIES.

- (1) Seventy (70) percent of the sales price receipts of the room tax collected by the village under §46-11 shall be forwarded to the Commission to be spent on tourism promotion and development, including capital improvement projects within the Village. The Commission may not, however, use any of the room tax revenue it receives to construct or develop a lodging facility.
- (2) The Commission shall advise and inform the Village Board of each capital improvement which it intends to implement prior thereto. If the Village Board objects to such expenditure, it shall inform the Tourism Commission of its objection and no room tax money shall be spent on that project.

- (3) The Tourism Commission shall monitor the collection of the room tax. The Commission shall report any delinquencies or inaccurate reporting to the Treasurer.
- (4) The Tourism Commission may contract as needed with a qualified organization under Wis. Stat. § 66.0615 (1) (f) to perform the functions of a tourism entity as defined under the statute and shall ensure that the money distributed to the tourism entity shall be used for tourism promotion and tourism development as defined in Wis. Stat. § 66.0615 (1) (fm). These activities include any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which room tax may be imposed:
 - (a) Marketing projects, including advertising media buys, creation and distribution of printed or electronic promotional tourist materials;
 - (b) Transient tourist informational services; and
 - (c) Tangible municipal development, including, but not limited to, public beach house, public bathrooms, public boat launch, public parks and improvements, public deed-restricted open space, public pathways, lakefront amenities, downtown streetscape and related improvements.
- (5) The Commission shall operate a tourism grant program to provide financial investments for tourism-related projects, marketing projects, and/or events that promote and develop tourism in the village which substantially increases overnight stays within the area community.
- (6) The Commission shall report to the Village Board of Trustees at least quarterly the purposes for which the room tax revenues it received were spent.
- (7) The Tourism Commission shall in a timely manner provide the Village Treasurer with the information needed to make the reports required under Wis. Stat. § 66.0615, to the State Department of Revenue.

E. COMPOSITION. The Commission shall consist of a membership as follows:

- (1) Five persons to be appointed by the Village President, subject to confirmation by a majority of the Village Board who are present when the vote is taken. Commissioners shall serve for a one-year term, at the pleasure of the Village President, and may be reappointed up to a maximum of six terms.
- (2) One member shall represent the Village hotel and motel industry.
- (3) A member of the Village Board shall be appointed by the Village President, as a non-voting member for a two-year term coinciding with biennial election cycles.

- (4) Other municipal officials may be appointed as needed as ex-officio members.
- (5) The members of the Commission shall elect, from among its members, a chairperson, a vice chairperson and secretary.

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

Approved by the Village Board the Village of Williams Bay this _____ day of _____, 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

First Reading: _____
Second Reading: _____
Date Adopted: _____
Date Published: _____

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-23-26**

APPROVING EASEMENT ON WOP 00109 FOR TDS METROCOM, LLC FIBER OPTICS

WHEREAS, TDS Metrocom, LLC (TDS), filed with the Village of Williams Bay (Village) Conveyance of Exclusive Easement (Easement) for the installation of fiber optics related equipment in an area measuring 16' x 16' on Village-owned property located at the southeast corner of Williams Street and Olive Street (WOP 00108), which is primarily used for the Village Water Well Pump House; and

WHEREAS, on January 19, 2026, the Village of Williams Village Board, as recommended by the Village Water & Sewer Committee and Finance & Personnel Committee, approved Resolution R-03-26 approving the Easement for TDS Metrocom, LLC; and

WHEREAS, after this approval, TDS staked the location of the improvements which was determined to be located too close to the existing water well pump house building and potential expansion; and

WHEREAS, based upon this conflict, TDS Metrocom, LLC (TDS), filed with the Village of Williams Bay (Village) the attached (Exhibit A) Conveyance of Exclusive Easement (Easement) for the installation of fiber optics related equipment in an area measuring 16' x 16' on Village-owned property located at the southeast corner of Williams Street and Olive Street (WOP 00109), which is vacant and immediately adjacent to WOP 00108 that is primarily used for the Village Water Well Pump House; and

WHEREAS, on March 2, 2026 the Water and Sewer Committee and Finance & Personnel Committee recommended approval of the Easement for TDS Metrocom, LLC; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Village Water & Sewer Committee and Finance & Personnel Committee, determined that it is in the best interests of the Village and its residents to approve the Easement for TDS Metrocom, LLC

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the Easement, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jarmillo, Village President

Attest: _____
Tina Kolls, Village Clerk

EXHIBIT A

(Conveyance of Easement for TDS Metrocom, LLC on WOP 00109)

**CONVEYANCE OF
EXCLUSIVE EASEMENT**

DOCUMENT NO.

This Conveyance of Exclusive Easement (including exhibits hereto, this "Conveyance") is made as of the ____ day of _____, 20____ by Village of Williams Bay, a municipal corporation, its successors and assigns ("Grantor").

WHEREAS, GRANTOR is the owner of that certain land Located in part of Lot 3 of Block 8 of the Map of Addition Number One to the Village of Williams Bay recorded as Document No. 120649, and part of the Northeast Quarter of the Northeast Quarter of Section 1, Township 1 North, Range 16 East, Village of Williams Bay, Walworth County, Wisconsin and more particularly described on Exhibit "A" ("Burdened Parcel") attached hereto and made a part hereof; and

NOW, THEREFORE, for valuable consideration of Five Thousand Dollars (\$5,000.00) and other good and valuable consideration, Grantor does hereby give, grant and convey to **TDS Metrocom, LLC**, its successors and assigns ("Grantee"), an "exclusive" perpetual easement upon, in, under, over, across, and along the Burdened Parcel ("Easement") to construct, use, maintain, operate, alter, add to, repair, replace, and/or remove its facilities consisting of underground cables, wires, conduits, and for above ground equipment, cabinets, and appurtenances for communication and/or other purposes, together with the right to have commercial electrical service extended across, and under a portion of the certain real property more particularly described as follows:

RETURN TO

Attn: Sean Murray
Permit/Construction
525 Junction Road
Madison WI 53717

Parcel Identification Number:
WOP 00109

Commencing at the Northeast Corner of said Section 1; thence South 00 degrees 35 minutes 52 seconds East along the East Line of the Northeast Quarter, a distance of 1167.29 feet; thence North 90 degrees 00 minutes 00 seconds West, a distance of 815.15 feet to the Point of Beginning; thence South 00 degrees 42 minutes 15 seconds East parallel to the East Right-of-Way (ROW) Line of Williams Street, a distance of 16.00 feet; thence South 89 degrees 17 minutes 45 seconds West perpendicular to said East ROW Line, a distance of 16.00 feet to said East ROW Line; thence North 00 degrees 42 minutes 15 seconds West along said East ROW Line, a distance of 16.00 feet; thence North 89 degrees 17 minutes 45 seconds East perpendicular to said East ROW Line, a distance of 16.00 feet to the Point of Beginning.

1. **Grantee** may construct, use, maintain operate, alter, add to, repair, replace, and/or remove its facilities consisting of electronic telecommunications cabinets, overhead and underground cables, wires, ducts and conduits, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, together with commercial electrical service extended upon, in, under, over, across, and along an easement area, **16x16** along those portions of the Burdened Parcel ("Easement Area") as more particularly described and depicted on Exhibit A.
2. **Grantee** shall have the right of ingress to and egress from the land of the Grantor for the purpose of exercising the rights herein granted, and the right to cut down and control the future growth of all trees and brush which may, in Grantee's sole but reasonable judgment, interfere with Grantee's use of the Easement.
3. **Grantee** agrees that it will pay the reasonable value of actual physical damage done to the Burdened Parcel, arising at any time out of the exercise by it of the rights herein granted.

4. **Grantor** covenants not to erect any structure upon the aforesaid real property that would interfere with Grantee's use of said easement and this covenant shall be binding upon Grantor's successors and assigns.
5. **Grantor** agrees that all facilities consisting of poles, pedestals, underground cables and wires, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, installed on or above the Burdened Parcel at the Grantee's expense shall remain the property of the Grantee, removable at the option of the Grantee.
6. **Grantor** reserves for itself and its successor and assigns the right to use any portion of the Burdened Parcel, within or without the Easement Area, in any reasonable manner, provided such use does not interfere with or unduly inconvenience Grantee's full use and enjoyment of the Easement granted to Grantee herein.
7. **Grantor** covenants that they are the owners of the above-described lands, and the said lands are free and clear of encumbrances and liens of whatsoever character, except those personally held by the Grantor.
8. **Grantee** agrees that in the event Grantee ceases to make use of the Burdened Parcel for purposes pertaining to its telecommunications systems, Grantee shall, within 30 days of its ceasing to make use of the Burdened Parcel, notify Grantor in writing and this Easement shall terminate as of the date of said notification. In the event Grantee fails to so notify Grantor, then ten (10) days from the date of written notice from Grantor to Grantee, this Easement shall terminate.
9. **Grantee** shall, within six (6) months of the date of termination of this Easement, remove all of its facilities from the Burdened Parcel. In the event Grantee fails to so remove its facilities from the Burdened Parcel, the facilities shall be deemed abandoned and Grantor may, at its election, remove the facilities and bill the cost for removal to Grantee, payable within 30 days from the date of billing.

TDS TELECOM USE ONLY Company No. <u>0900</u> Easement No. <u>EWBY-25-001</u> Exchange No. <u>0045</u> WBS Element: <u>TC-223045022</u>
--

DATED: _____

By _____ (SEAL)
[Name]

By _____ (SEAL)
[Name]

STATE OF _____)
County of _____) SS.

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said State, personally
Appeared _____ known
to me to be the person(s) whose name(s) are subscribed to the within instrument, and acknowledged to me that they executed the same.

Witness my hand and official seal

Signature of Notary

Printed Name of Notary

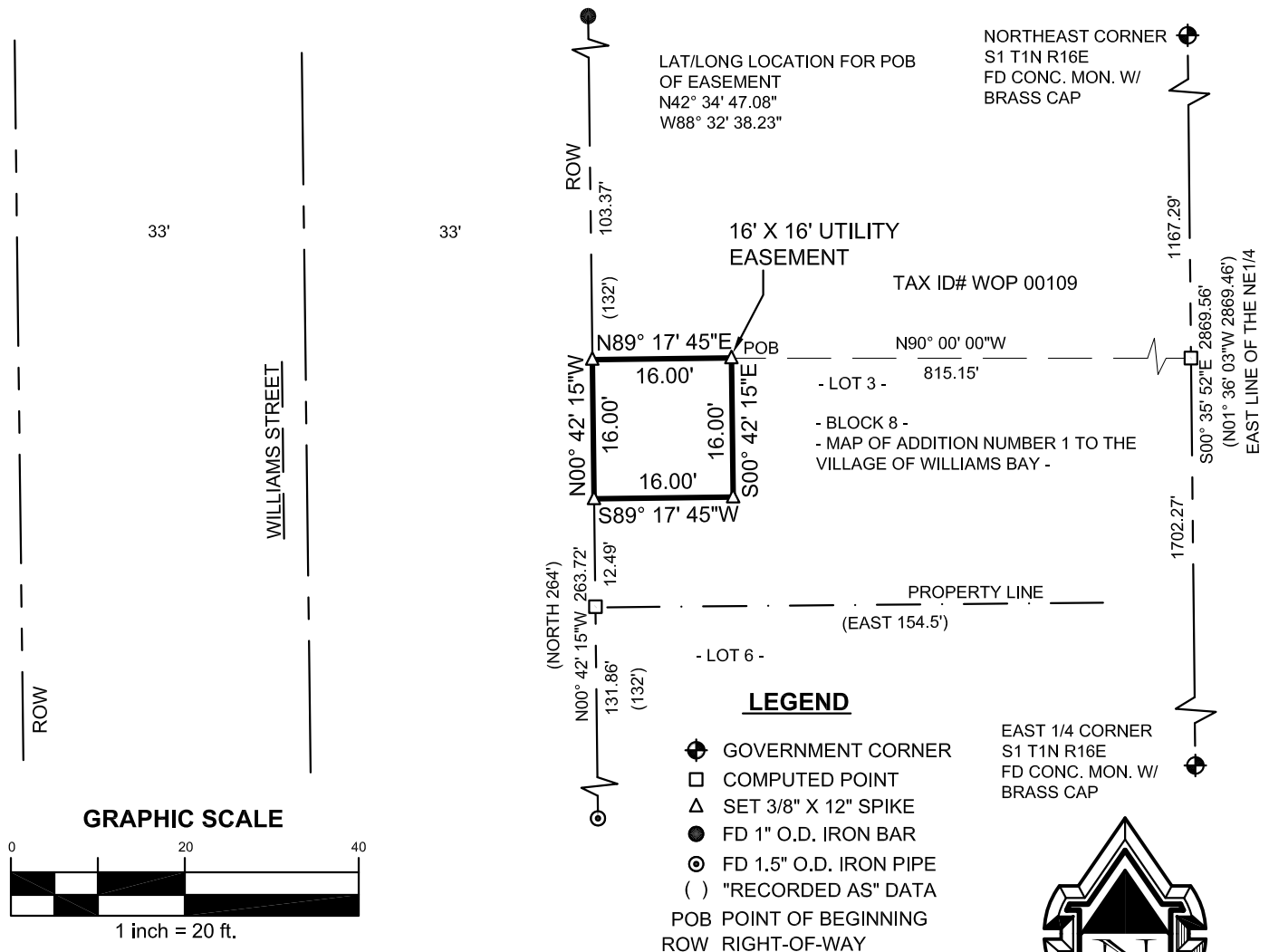
Notary Public _____ County,

My Commission Expires: _____, 20____

The instrument was drafted by: Sean Murray, TDS Telecommunications Corporation
Insertions by: Roxann R Holda, Mi-Tech

EXHIBIT "A"

LOCATED IN PART OF LOT 3 OF BLOCK 8 OF THE MAP OF ADDITION NUMBER ONE TO THE VILLAGE OF WILLIAMS BAY RECORDED AS DOCUMENT NO. 120649, AND PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 16 EAST, VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN

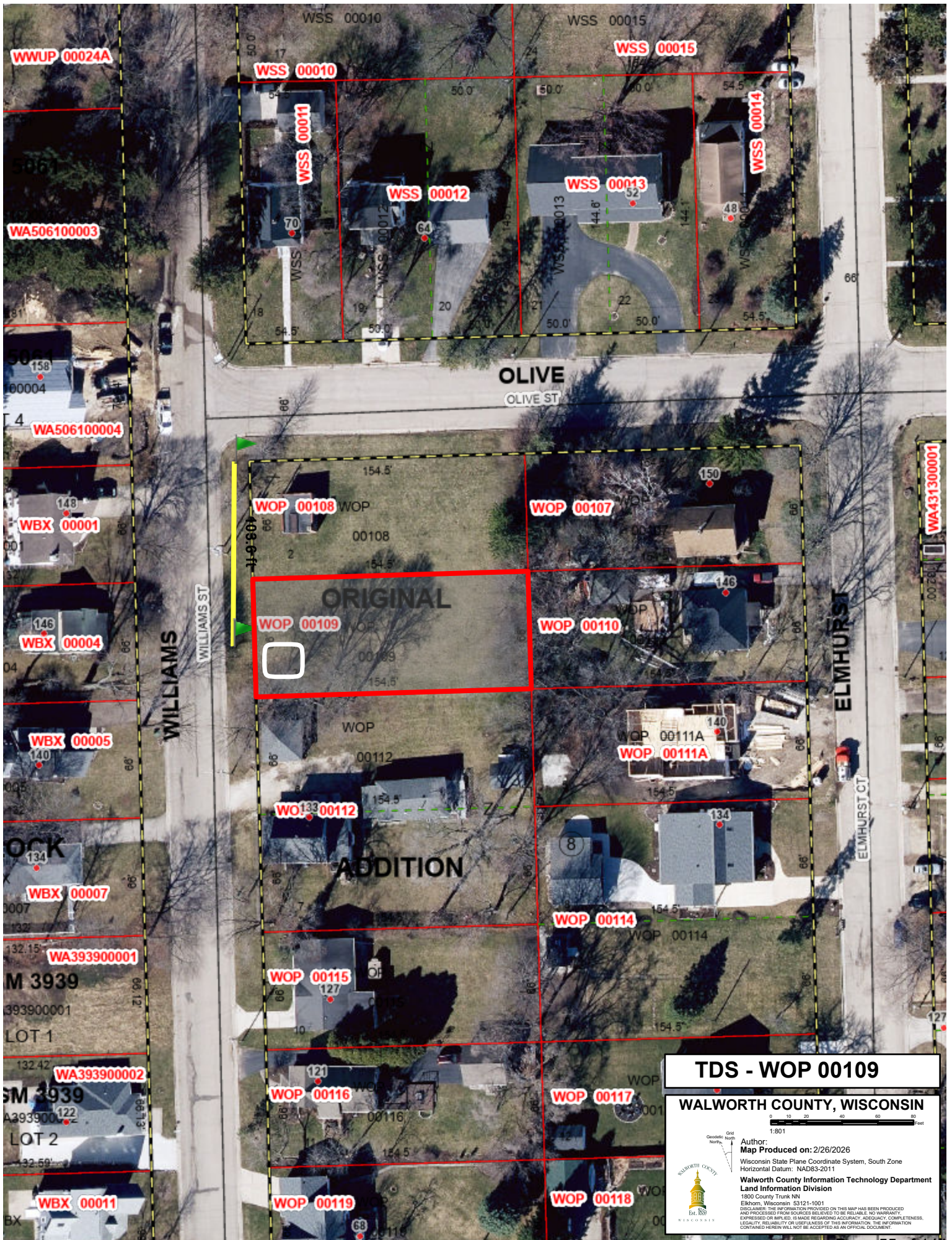


Legal Description for TDS Easement:

Located in part of Lot 3 of Block 8 of the Map of Addition Number One to the Village of Williams Bay recorded as Document No. 120649, and part of the Northeast Quarter of the Northeast Quarter of Section 1, Township 1 North, Range 16 East, Village of Williams Bay, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Northeast Corner of said Section 1; thence South 00 degrees 35 minutes 52 seconds East along the East Line of the Northeast Quarter, a distance of 1167.29 feet; thence North 90 degrees 00 minutes 00 seconds West, a distance of 815.15 feet to the Point of Beginning; thence South 00 degrees 42 minutes 15 seconds East parallel to the East Right-of-Way (ROW) Line of Williams Street, a distance of 16.00 feet; thence South 89 degrees 17 minutes 45 seconds West perpendicular to said East ROW Line, a distance of 16.00 feet to said East ROW Line; thence North 00 degrees 42 minutes 15 seconds West along said East ROW Line, a distance of 16.00 feet; thence North 89 degrees 17 minutes 45 seconds East perpendicular to said East ROW Line, a distance of 16.00 feet to the Point of Beginning.

Bearings are referenced to the WISCRS, Walworth County, NAD 83 (2011) and referenced to the East Line of the Northeast Quarter of S1, T1N, R16E measured as S00° 35' 52"E



TDS - WOP 00109

WALWORTH COUNTY, WISCONSIN

1:801
Author: Map Produced on: 2/26/2026
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011
Walworth County Information Technology Department
Land Information Division
1800 County Trunk NN
Elkhorn, Wisconsin 53121-1001
DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESSED OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.



Walworth County Metropolitan Sewerage District

Published on *Walworth County Metropolitan Sewerage District WI* (<https://www.walcomet.org>)

[Home](#) > [Working With Us](#) > Rate Study

Rate Study

Original with the Annual Update

The Walworth County Metropolitan Sewerage District (WalCoMet) service area is within the corporate boundaries of 11 entities, comprises approximately 16 square miles, and has a current population of over 28,000 residents. Sewer services charges to each entity are based on wastewater parameters established by the Commission. The sewer service charge rates consist of the costs of administration, operation, maintenance, and debt service of all waste treatment services provided by the District and by the Municipality that serves the individual user.

Each entity's bill is comprised of five separate billing parameters: Flow, Biological Oxygen Demand (BOD), Total Suspended Solids (TSS), Ammonia (NH₃-N), and Customer Units (CU). At the time of the District's formation, and then updated in 2010, WalCoMet evaluated the cost to operate the water reclamation facility and assigned a portion of the cost to each billing parameter appropriately. Each entity is charged proportionately compared to the cost to treat the parameters it discharges to WalCoMet's System.

2025 Rates

<u>BOD</u> \$/lb	<u>TSS</u> \$/lb	<u>NH₃</u> \$/lb	<u>CU</u> \$/Unit	<u>FLOW (Volume)</u> \$/1,000 gallons
\$ 0.82	\$ 0.58	\$ 3.76	\$ 3.47	\$ 1.74

2026 Rates (effective 2/1/2026)

<u>BOD</u> \$/lb	<u>TSS</u> \$/lb	<u>NH₃</u> \$/lb	<u>CU</u> \$/Unit	<u>FLOW (Volume)</u> \$/1,000 gallons
\$ 0.82	\$ 0.56	\$ 3.76	\$ 3.46	\$ 2.12

Readers are cautioned that each entity has its own cost associated with collecting, conveying, and billing wastewater charges. These costs are charged by each entity to their customers and are not included in the cost/1,000-gallon figure above.

VILLAGE OF WILLIAMS BAY
Engineer's Report
February 27, 2026

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

- The Village recently received a revised State Municipal Agreement.
- We will begin the final design on the water main after the WDOT provides a current preliminary field survey for the route.
- The Village should replace any non-PVC sanitary sewer laterals in the right of way to prevent the vibratory roller from damaging the clay laterals and the homeowner needing to patch the new roadway. This could be a standalone project about 6 months prior to WDOT closing the road. The cost of the sewer lateral replacement is typically special assessed against the homeowner. We may need additional televising to determine the ones that are not PVC. The WDOT does not need to know about this work until after they issue the 60 percent plans.
- We contacted the WDOT Engineer regarding the turn lane at the bend in STH 67 and possible safety issues with cars turning east on Geneva when vehicles pull beside them and turn west. No promises were given but they may be doing a traffic study of this intersection this June either at the beginning of the week or the end of the week.

Women's Leadership Center – Project Number 222626

- The water main is installed and operational. We will issue a punch list just after binder installation. When complete, the Village will need to accept the water main by resolution.
- WLC will request the Village to vacate the west 1/3rd of the installed main. WLC will prepare the necessary documents.

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

- SEWRPC today submitted a response to the FEMA comments received 12/19/25.
- SEWRPC will send letters to impacted residents and hold a public hearing following FEMA approval.

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

- There is a final change order for consideration for approximately \$24,000 for relocation of the chlorine room fan, removal debris from the clearwell and repairs to the existing walls and floors for final coatings.
- Project completion may be as early as April of 2026.

Street Rehabilitation Program – Project No. 2400607.00

- No action was taken by Rock Road after the January meeting, following the contract, we have requested a meeting with the bonding company.
- The contractor still has not achieved completion and is not responding.



VILLAGE OF WILLIAMS BAY
Engineer's Report
February 27, 2026

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

- The pump for Well 3 has been ordered and should be delivered in the next 10 days.
- Odling replaced the broken valve and the connection to the building at Well 2 last week.

Park Place CSM - Project No. 2400339

- The developer is Jack Pease/Super-Mix Aggregates.
- A preconstruction meeting was held in late January.
- Based on a recent conversation, we expect the main water installation to occur in the next 10 days. We will observe the water main installation and street reconstruction.

Preserve Development - Former GW College - Project No. 2326581

- We met with the design team in the week of February 11th to discuss bidding of the public improvements.
- We expect they will privately bid the private improvements in the next month and before then concentrate on the bid package for the public improvements.
- We will bid the public improvements based on the final development plans and bid quantities needed from the developer. We do not expect the need for Village action until May.

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

- The developer is requesting regulatory approvals.
- We will observe construction of the public improvements.

Sanitary Sewer Replacement - Project No. 2501134

- The Project includes the replacement of sanitary sewer at two locations: Oakwood Street from Center Street south to mid-block and then west through existing easements to Orchard Street and the Lift Station 4 gravity sewer along the lakefront from just north of Gage Marine to Bay Shore Villas.
- There has been no action on this. We still need to review the plans with staff and prepare bid documents. This project is a priority.

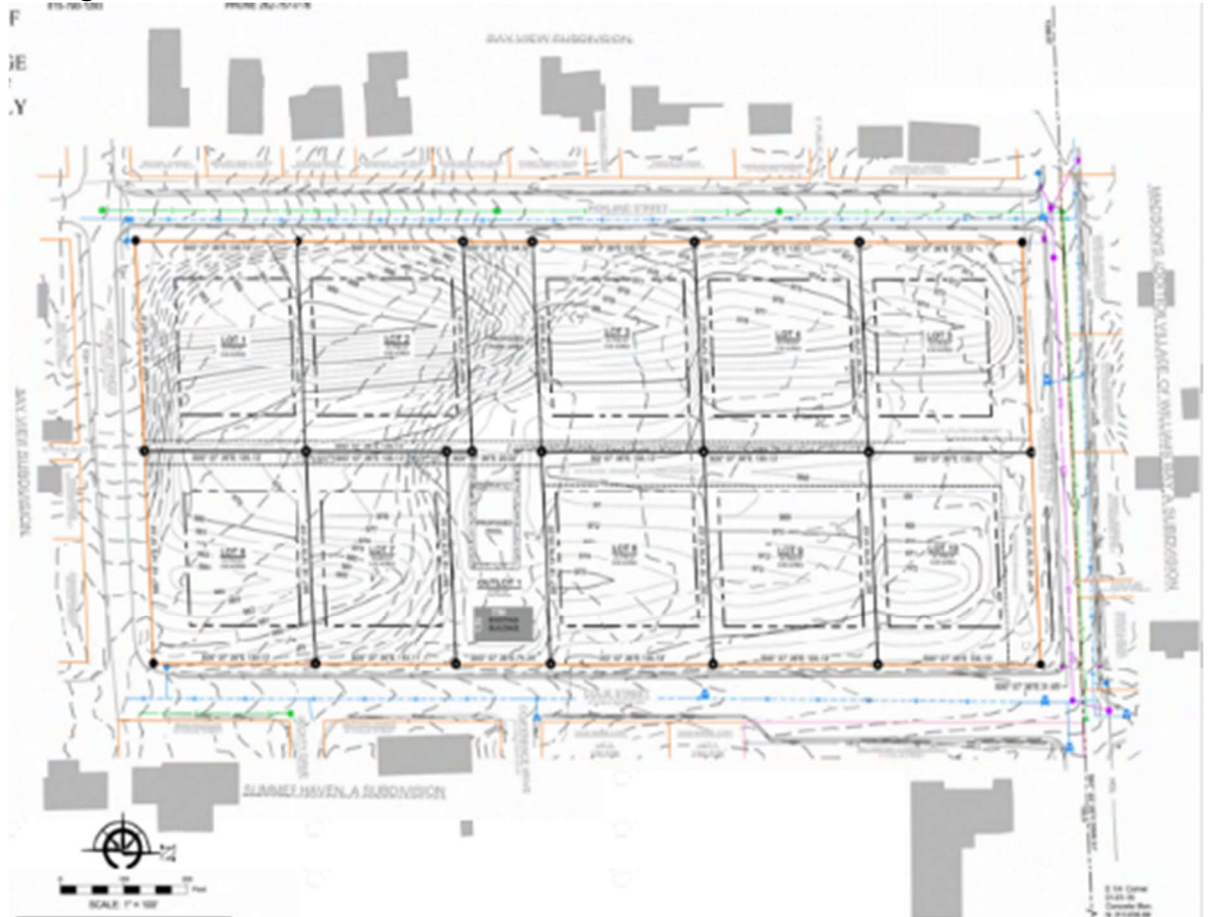
Navillo Development - 80 N. Walworth

- We reviewed a concept and requested additional information from the applicant.
- We have concerns about zoning and financial requests, onsite vehicle parking and maneuvering, the need to block traffic for deliveries, the stormwater design and existing downstream flooding, possible soil contamination, and requests for retaining walls on lot lines.

VILLAGE OF WILLIAMS BAY
Engineer's Report
February 27, 2026

Former Elementary School Development – Jack Pease – Project No. 2501550

- Their concept plan showed demolition of all structures on the property and construction of a residential area with a HOA. See the snip below—North and Congress Street is to the right.



- We plan to meet with the developer in the next 10 days to discuss the scope and timing of public improvements adjacent to this development.

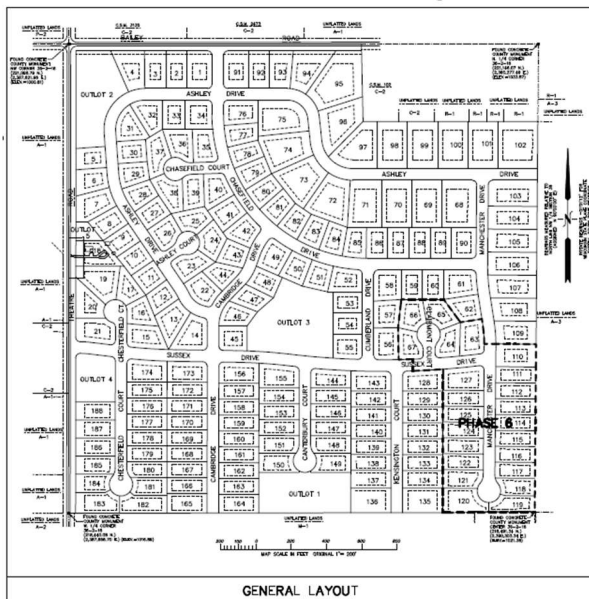
Willabay Meadows Subdivision – Project No. 0210482

- The Village approved the annexation and developer agreement.
- The developer is obtaining regulatory approvals.
- Will observe the construction of the public improvements.

VILLAGE OF WILLIAMS BAY
Engineer's Report
February 27, 2026

Bailey Estates – Drainage Dedication-- Phase 6—Phase 7 – Project No. 2501884

- The developer achieved necessary number of closings needed for the transfer of the storm basins and is scheduling the repairs to the storm pond outlets.
- There is a Village fence encroaching on the south border of Phase 6; we are discussing options with the developer.
- Phase 6: Sanitary sewer is installed and water main should be done in the next month.
- Phase 7: Still in the permitting phase.



Phase 6



Phase 7

Q:\WLMSV\Admin\Monthly Reports\2026\02-2026\02-27-26 Engineer Report.docx

CHANGE ORDER NO. 3

PROJECT: Improvements to Water Treatment Facility
WDNR Project No. 4938-04

DATE OF ISSUANCE: February 26, 2026

OWNER: Village of Williams Bay
250 Williams Street
Williams Bay, WI 53191

ENGINEER: Baxter & Woodman, Inc.
256 South Pine Street
Burlington, WI 53105

CONTRACTOR: August Winter & Sons Inc.
2323 N Roemer Road
Appleton, WI 54912 - 1896

ENGINEER's Project No. 0221778.00

You are directed to make the following changes in the Contract Documents:

See the attached Change Order 3 Summary Sheet and referenced enclosures.

CHANGE IN CONTRACT PRICE:

Original Contract Price: \$3,979,000.00

Previous Change Orders:
No. - to No. 2 \$144,679.00

Current Contract Price: \$4,123,679.00

Net Increase of this Change Order: \$24,897.00

Contract Price with this Change Order: \$4,148,576.00

CHANGE IN CONTRACT TIME:

Original Contract Time:
Substantial Completion: October 31, 2025
Completion: December 31, 2025

Change from previous Change Orders: None
None

Current Contract Time:
Substantial Completion: October 31, 2025
Completion: December 31, 2025

Net increase of this Change Order: None

Contract Time with this Change Order:
Substantial Completion: October 31, 2025
Completion: December 31, 2025

PREPARED BY:

Baxter & Woodman, Inc.

By Douglas R. Snyder, P.E.

Project Manager

APPROVED:

Village of Williams Bay, Wisconsin

By Adam Jaramillo

Village President

ACCEPTED:

August Winter & Son, Inc.

By Chris Berendt

Project Manager

Change Order 3 Summary Sheet

Improvements to Water Treatment Facility

Village of Williams Bay

WDNR Project No. 4938-04

1/5

Changes In Work		Contractor Number Attachment	Cost	Reason
Item				
Exhaust Fan - Chlorine Wall and Headroom for Stairs		21	\$7,260.00	Better location - prevent worker injury
Additional Wall Repair in Filter Room		22	\$4,802.00	Lath and plaster in poor condition
Media Removal from Clearwell		24	\$7,759.00	Remove to allow water space
Caulking Needed for Painter to Warantee Work		25	\$5,076.00	Prevent water under paint on floor
Change Order Difference (Work Changes) =			\$24,897.00	



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

www.augustwinter.com

2323 N. Roemer Road
Appleton, WI 54911
PO Box 1896
Appleton, WI 54912-1896
P: (920) 739-8881
F: (920) 739-2230

5613 Schofield Ave.
Schofield, WI 54476
P: (715) 355-7555
F: (715) 355-9048

2/5

January 14, 2026
Baxter and Woodman

CO-021

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Williams Bay WTP 81924

Description: Change Wiring To Match HVAC Schedule of Chlorine Exhaust Fan and relocate the end terminations

Our change order price and breakdown follows:

August Winter

Material.....	\$	168
Labor**..... 10 hrs	\$	1,149
Direct Costs.....	\$	460
Subtotal.....	\$	1,778
Overhead.....	\$	267
Total.....	\$	2,044

Equipment

Total Equipment Costs.....	\$	-
Equipment Markup.....	\$	-
Total Equipment Costs w/overhead.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	4,899
Subcontractor Markup.....	\$	245
Total Subcontractor Costs w/overhead.....	\$	5,144
Total AWS/Subcontractor Costs.....	\$	7,188
Profit/Bond.....	\$	72

Change Order Total..... \$ 7,260

Time extension required is 0 days.

This quotation based upon acceptance within 10 days.

** Labor rate may include multiple trades with straight and premium time.

Exclusions:

Chris Berendt

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 871958



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

www.augustwinter.com

2323 N. Roemer Road
Appleton, WI 54911
PO Box 1896
Appleton, WI 54912-1896
P: (920) 739-8881
F: (920) 739-2230

5613 Schofield Ave.
Schofield, WI 54476
P: (715) 355-7555
F: (715) 355-9048

3/5

January 14, 2026

Baxter and Woodman

CO-022

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Williams Bay WTP 81924

Description: Remove Plaster from walls and finish with no paint

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor**..... 30 hrs	\$	3,448
Direct Costs.....	\$	1,381
Subtotal.....	\$	4,829
Overhead.....	\$	724
Total.....	\$	5,554

Equipment

Total Equipment Costs.....	\$	-
Equipment Markup.....	\$	-
Total Equipment Costs w/overhead.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	(799)
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	(799)
Total AWS/Subcontractor Costs.....	\$	4,755
Profit/Bond.....	\$	48

Change Order Total..... \$ 4,802

Time extension required is 0 days.

This quotation based upon acceptance within 10 days.

** Labor rate may include multiple trades with straight and premium time.

Exclusions:

Chris Berendt

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 871958



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

www.augustwinter.com

2323 N. Roemer Road
Appleton, WI 54911
PO Box 1896
Appleton, WI 54912-1896
P: (920) 739-8881
F: (920) 739-2230

5613 Schofield Ave.
Schofield, WI 54476
P: (715) 355-7555
F: (715) 355-9048

4/5

January 19, 2026

Baxter and Woodman

CO-024

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Williams Bay WTP 81924

Description: Remove Media From Clearwell

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor**..... 20 hrs	\$	2,299
Direct Costs.....	\$	921
Subtotal.....	\$	3,219
Overhead.....	\$	483
Total.....	\$	3,702

Equipment

Total Equipment Costs.....	\$	-
Equipment Markup.....	\$	-
Total Equipment Costs w/overhead.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	3,980
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	3,980

Total AWS/Subcontractor Costs.....	\$	7,682
Profit/Bond.....	\$	77

Change Order Total..... \$ 7,759

Time extension required is 0 days.

This quotation based upon acceptance within 10 days.

** Labor rate may include multiple trades with straight and premium time.

Exclusions:

Chris Berendt

August Winter & Sons, Inc.

PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048

HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL

SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING

STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 871958



AUGUST WINTER & SONS, INC.
MECHANICAL CONTRACTOR & FABRICATOR

www.augustwinter.com

2323 N. Roemer Road
Appleton, WI 54911
PO Box 1896
Appleton, WI 54912-1896
P: (920) 739-8881
F: (920) 739-2230

5613 Schofield Ave.
Schofield, WI 54476
P: (715) 355-7555
F: (715) 355-9048

5/5

January 19, 2026
Baxter and Woodman

CO-025

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Williams Bay WTP 81924

Description: To Caulk all seams, floor stands, penetrations, etc. to prevent water getting under Epoxy Flooring using type B sealant

Our change order price and breakdown follows:

August Winter

Material.....	\$	125
Labor**..... 26 hrs	\$	2,988
Direct Costs.....	\$	1,257
Subtotal.....	\$	4,370
Overhead.....	\$	656
Total.....	\$	5,026

Equipment

Total Equipment Costs.....	\$	-
Equipment Markup.....	\$	-
Total Equipment Costs w/overhead.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-

Total AWS/Subcontractor Costs.....	\$	5,026
Profit/Bond.....	\$	50

Change Order Total..... \$ 5,076

Time extension required is 0 days.

This quotation based upon acceptance within 10 days.

** Labor rate may include multiple trades with straight and premium time.

Exclusions:

Chris Berendt

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048

HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL

SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING

STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 871958



FONTANA FIRE DEPARTMENT MONTHLY REPORT – JANUARY 2026



RESPONSE DATA

January 2026

RESPONSE AREA	Total	Percent
Williams Bay	22	31%
Fontana	22	31%
Walworth Township	12	17%
Mutual Aid Responses	14	20%

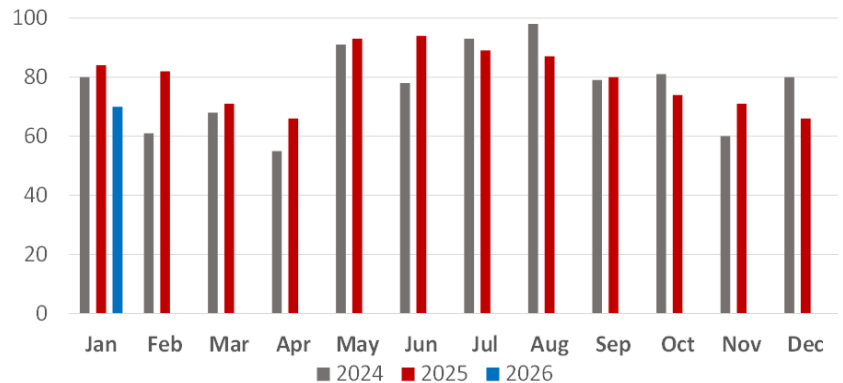
TOTAL RESPONSES 70

Response Time Report

Average Dispatched to Arrival on Scene

Williams Bay	8:45
Fontana	5:23
Walworth Township	9:22

3 YEAR TRENDS



TRAINING & CERTIFICATIONS

Community Paramedic – Lt Olsen Kikkoman Technical Rescue Class Drags / Search and Rescue SCBA Confidence Drill	Winter Pump Operations Water Rescue – Williams Bay PD EMS – CPAP, Extrication & Helmet Removal Mercy EMS – Continuing Education
---	--

PUBLIC EDUCATION & EVENTS

- Fontana School Fire Drill
- Chucks Fire Party – Donation
- Fontana Public Safety Building – Public Informational Session

OPERATIONS

- Fire and Police Commission approved new eligibility list for part-time and full-time positions
- GEMT Cost Reporting
- Fontana Board discussions on site 4c and wild duck road relocation
- Fontana Board approval for new fire engine order



EMS Williams Bay without Addresses

Incident Date	Response Incident Number (eResponse.03)	Dispatch Date Time (eTimes.03)	City Name (eScene.17)	Patient Age In Years (ePatient.15)	Patient Gender (ePatient.13)	Provider Impression	Hospital Patient Transported To (Blank=Non-Transport incidents)
Incident Month Number And Name: 01 - January							
01/01/2026	26-0001	07:40	Village of Williams Bay	67	Female	Pain in limb, unspecified (M79.60)	
01/03/2026	26-0007	10:59	Village of Williams Bay	71	Male	Syncope and collapse (R55)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/03/2026	26-0010	13:14	Village of Williams Bay	58	Female	Vomiting, unspecified (R11.10)	Aurora Med Ctr-Lakeland-Elkhorn
01/03/2026	26-0011	18:49	Village of Williams Bay	4	Female	Influenza, unspecified (J11)	
01/04/2026	25-0013	00:00	Village of Williams Bay	60	Male	Injury of face (S09.93)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/06/2026	26-0017	11:08	Village of Williams Bay	58	Female	No Apparent Illness/Injury (Z71.1)	
01/06/2026	26-0017	11:08	Village of Williams Bay	17	Male		
01/06/2026	26-0018	15:43	Village of Williams Bay	75	Female	Acute pain, not elsewhere classified (G89.1)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/08/2026	26-0021	08:35	Village of Williams Bay	94	Male	Hypertension (I10)	Aurora Med Ctr-Lakeland-Elkhorn
01/09/2026	26-0025	22:58	Village of Williams Bay	58	Female	Dizziness/Light-headedness/Vertigo (R42)	
01/12/2026	26-0026	11:35	Village of Williams Bay	78	Male	Altered mental status (R41.82)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/12/2026	26-0028	19:39	Village of Williams Bay	89	Female	Back Pain (M54.9)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/13/2026	26-0030	03:13	Village of Williams Bay				
01/17/2026	26-0036	09:45	Village of Williams Bay	78	Male	Stroke (I63.9)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/17/2026	26-0037	13:41	Village of Williams Bay	62	Female	Acute abdomen (R10.0)	Aurora Med Ctr-Lakeland-Elkhorn
01/17/2026	26-0038	17:42	Village of Williams Bay	71	Female	Not Applicable (7701001)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/18/2026	25-0040	07:53	Village of Williams Bay	58	Male	Injury, unspecified (T14.90)	
01/19/2026	26-0043	22:16	Village of Williams Bay	62	Female	Cardiac Arrest (I46.9)	
01/20/2026	26-0045	05:44	Village of Williams Bay	72	Male	Altered mental status (R41.82)	Aurora Med Ctr-Lakeland-Elkhorn
01/25/2026	26-0060	20:07	Village of Williams Bay	22	Male	Alcohol use, unspecified (F10.9)	Mercy Walworth Hosp & Med Ctr-Lake Geneva
01/27/2026	26-0062	10:21	Village of Williams Bay	66	Male	No Apparent Illness/Injury (Z71.1)	
01/29/2026	26-0066	18:47	Village of Williams Bay	24	Female	Anemia, unspecified (D64.9)	
01/31/2026	26-0069	09:17	Village of Williams Bay	57	Male	Injury of head (S09.90)	Aurora Med Ctr-Lakeland-Elkhorn
01/31/2026	26-0070	09:58	Village of Williams Bay	64	Male	Injury of face (S09.93)	Aurora Med Ctr-Lakeland-Elkhorn
Count: 24							
Count: 24							

Report Filters

Incident Unit Notified By Dispatch Date Time (Etimes.03): is equal to 'Last Month'

Report Criteria

City Name (Escene.17): Contains Bay

NERIS Fontana All Incidents

Incident Number (filIncident.02)	Dispatch Call Create Date Time (fiDispatch.10)	Incident Type Primary (filIncident.03)	Incident Location Address	Incident Location City (filIncident.21)
Incident Location Zone Number (itfilIncident.008): Williams Bay				
26-0001	01/01/2026 07:39:28	Medical - Illness - No Appropriate Choice	446 observatory pl Williams Bay, WI 53191	Williams Bay
26-0017	01/06/2026 11:08:22	Medical - Injury / Trauma - Motor Vehicle Collision	Sussex Dr/ Chesterfield Ct Williams Bay, WI 53191	Williams Bay
26-0018	01/06/2026 15:43:12	Medical - Injury / Trauma - Fall	Village of Williams Bay, WI 53191	Village of Williams Bay
26-0021	01/08/2026 08:35:00	Medical - Illness - Heart Problems	431 Ashley DR Village of Williams Bay, WI 53191	Village of Williams Bay
26-0025	01/09/2026 22:55:39	Medical - Illness - Back Pain (Non - Trauma)	539 Park Ridge Rd Village of Williams Bay, WI 53191	Village of Williams Bay
26-0007	01/03/2026 10:57:52	Medical - Injury / Trauma - Fall	480 Ashley Drive Village of Williams Bay, WI 53191	Village of Williams Bay
26-0010	01/03/2026 13:13:44	Medical - Illness - Nausea / Vomiting	71 Valley Street Village of Williams Bay, WI 53191	Village of Williams Bay
26-0011	01/03/2026 18:43:26	Medical - Illness - Nausea / Vomiting	246 Circle Parkway Village of Williams Bay, WI 53191	Village of Williams Bay
26-0013	01/03/2026 23:57:28	Medical - Injury / Trauma - Fall	190 West Geneva Street Village of Williams Bay, WI 53191	Village of Williams Bay
26-0028	01/12/2026 19:38:16	Medical - Injury / Trauma - Fall	139 Hill St Village of Williams Bay, WI 53191	Village of Williams Bay
26-0030	01/13/2026 03:13:19	No Emergency - Cancelled	116 Cherry St Village of Williams Bay, WI 53191	Village of Williams Bay
26-0036	01/17/2026 09:45:15	Medical - Illness - Stroke / CVA	146 Clover Street Williams Bay, WI 53191	Williams Bay
26-0037	01/17/2026 13:39:31	Medical - Illness - Abdominal Pain / Problems	71 Valley st Village of Williams Bay, WI 53191	Village of Williams Bay
26-0038	01/17/2026 17:42:00	Medical - Illness - Unknown Problem	146 St Unit D11 Village of Williams Bay, WI 53191	Village of Williams Bay
26-0040	01/18/2026 07:52:12	Medical - Injury / Trauma - Fall	61 Valley St Unit B Village of Williams Bay, WI 53191	Village of Williams Bay
26-0043	01/19/2026 22:14:29	Medical - Illness - Cardiac Arrest	71 Valley St Village of Williams Bay, WI 53191	Village of Williams Bay
26-0045	01/20/2026 05:43:59	Medical - Illness - Sick Case	212 st Village of Williams Bay, WI 53191	Village of Williams Bay
26-0060	01/25/2026 20:07:02	Medical - Illness - Altered Mental Status	205 Williams Street Village of Williams Bay, WI 53191	Village of Williams Bay
26-0062	01/27/2026 10:19:44	Medical - Injury / Trauma - Fall	116 Cherry St Unit 227 Village of Williams Bay, WI 53191	Village of Williams Bay
26-0066	01/29/2026 18:45:28	Hazardous Situation - Investigation - Odor	116 Cherry Village of Williams Bay, WI 53191	Village of Williams Bay
26-0069	01/31/2026 09:17:06	Medical - Injury / Trauma - Fall	146 St Village of Williams Bay, WI 53191	Village of Williams Bay
26-0070	01/31/2026 09:57:19	Medical - Injury / Trauma - Fall	146 Clover St Village of Williams Bay, WI 53191	Village of Williams Bay
Count: 22 Count: 22				

Report Filters

Dispatch Call Create Date Time (FiDispatch.10): is equal to 'Last Month'

Incident Location Zone Number (ItfilIncident.008): contains 'williams'

Description

Neris run info

January 2026

DUTY CREW & PART TIME STAFFING

Duty Crew (24 Hours) - 7 am to 7 am

Day Time - 8 am to 6 pm

DATE	Duty Crew	Day Time
1/1/26	4.0	0.1
1/2/26	4.0	1.9
1/3/26	4.0	1.0
1/4/26	4.0	2.0
1/5/26	4.0	1.9
1/6/26	4.0	1.8
1/7/26	4.0	2.1
1/8/26	4.0	1.8
1/9/26	4.0	1.8
1/10/26	4.0	1.8
1/11/26	4.0	2.0
1/12/26	4.0	2.4
1/13/26	4.0	2.7
1/14/26	4.0	1.0
1/15/26	4.0	1.8
1/16/26	4.0	1.8
1/17/26	4.0	1.0
1/18/26	4.0	2.0
1/19/26	3.7	1.0
1/20/26	3.6	0.8
1/21/26	4.0	2.1
1/22/26	4.0	1.8
1/23/26	4.0	1.2
1/24/26	4.0	1.0
1/25/26	4.0	1.0
1/26/26	3.5	1.8
1/27/26	4.0	1.8
1/28/26	3.8	1.8
1/29/26	3.6	2.1
1/30/26	4.0	1.8
1/31/26	3.5	1.4

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-22-26**

**A RESOLUTION AUTHORIZING WORK ORDER NUMBER ONE (1)
FOR THE EXTENSION OF THE CONTRACT TERM FOR CREATING
A DOWNTOWN MASTER PLAN FROM VANDEWALLE & ASSOCIATES, LLC.**

WHEREAS, the Village of Williams Bay (“*Village*”) updated and adopted the Village of Williams Bay Comprehensive Plan in 2023 which included the recommendation of creating a Downtown Master Plan; and

WHEREAS, in furtherance of this recommendation, on April 15, 2024 the Village Board, as recommended by the Streets & Highway Committee and the Finance & Personnel Committee authorized the selection of the Downtown Master Plan proposal from Vandewalle & Associates, Inc. (Exhibit A); and

WHEREAS, on February 12, 2026 the Streets & Highway Committee recommended authorizing Work Order Number One (1) extending the term of the authorized contract with Vandewalle & Associates, Inc. until December 31, 2026; and

WHEREAS, the President and Village Board have determined that it is in the best interests of the Village and its residents to authorize the Work Order Number One (1) extending the term of the contract with Vandewalle & Associates, Inc. to create a Downtown Master Plan (Exhibit B);

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

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

SECTION TWO: **Approval; Authorization.** The Work Order Number One (1) submitted by Vandewalle & Associates, Inc. is hereby authorized in substantially the form attached hereto as Exhibit B. The Village President and Village Clerk are hereby authorized and directed to execute and attest, respectively, the Proposal in its final form on behalf of the Village.

Approved by the Village Board of the Village of Williams Bay this _____th day of _____ 2026.

VILLAGE OF WILLIAMS BAY

By: _____

Adam Jaramillo, President

Attest: _____

Tina Kolls, Clerk

EXHIBIT A – AUTHORIZED CONTRACT 2024
(Vandewalle & Associates, Inc)

DRAFT

EXHIBIT B – WORK ORDER NUMBER ONE - EXTENSION OF TERM 2026
(Vandewalle & Associates, Inc)

DRAFT



December 17, 2025

Work Order Number 0001; Williams Bay Downtown Master Plan Services – Contract Extension

This Work Order is made under the terms and conditions established in the Agreement for Williams Bay Downtown Master Plan Services (Agreement), dated April 26, 2024, between “Client”, Village of Williams Bay, Wisconsin, and VANDEWALLE & ASSOCIATES, INC. All capitalized terms contained herein have the meaning set forth in the Agreement.

Section A Scope of Services

VANDEWALLE & ASSOCIATES agrees to continue to provide Services as defined in the Agreement identified above.

Section B Schedule

This Work Order shall extend the term of the Agreement through December 31, 2026.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
247 Freshwater Way • Milwaukee, Wisconsin 53204
www.vandewalle.com

Shaping places, shaping change

Except to the extent modified herein, all terms and conditions of the original Agreement shall continue in full force and effect.

Village of Williams Bay, Wisconsin

By:

Signature of Authorized Representative

Date

Printed Name

Title

VANDEWALLE & ASSOCIATES, INC.

By:

Nonna Anderson

Nonna Anderson, Business Manager

Date



April 26, 2024

Agreement for Downtown Master Plan Services

THIS AGREEMENT is made and entered into by and between the “Client” Village of Williams Bay, Wisconsin, and VANDEWALLE & ASSOCIATES, Inc., Madison, Wisconsin, a professional planning and design firm. For purposes of this Agreement, the “Project” is defined as preparing the Downtown Master Plan for the Village of Williams Bay.

Article I Scope of Work

- A. VANDEWALLE & ASSOCIATES agrees to provide the following “Services”:

Work Element One: Community Engagement & Meeting Attendance

- Village Staff Meetings and Project Communications: Facilitate and attend regularly scheduled check-in calls/meetings and ongoing email correspondence with Village representatives. (five virtual meetings)
- Stakeholder Focus Group Meeting: Develop materials and facilitate a meeting with stakeholders to gather site-specific information on existing conditions and on a future vision for the planning area. (one in-person meeting)

Work Element Two: Existing Conditions & Opportunity Analysis

- Review and Summarize Existing Plans & Recommendations: Review and summarize relevant plans including recently completed and/or ongoing Village-led and private sector-led projects. Identify key recommendations that remain relevant to the planning study.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
342 North Water Street • Milwaukee, Wisconsin 53202 • 414.421.2001 • 414.732.2035 Fax
www.vandewalle.com

Shaping places, shaping change

- Conduct an Existing Conditions Inventory & Analysis: Inventory existing conditions using aerial photographs, County and Village planning and land records.
- Identify Parking & Circulation Opportunities: Conduct a high-level parking analysis using aerial photographs to identify existing off-street parking spots in the downtown area, existing street parking spots in the downtown area, and identify priority locations for increasing or reorganizing parking capacity near key destinations.
- Identify Redevelopment Site Opportunities: Review properties within the planning area to identify potential redevelopment site opportunities.
- Develop an Opportunity Analysis Graphic with Summary Text: Utilize data and analysis gathered in this Element to produce a deliverable “Opportunity Analysis Graphic” with summary text identifying existing conditions, parking and circulation opportunities, and redevelopment opportunities.

Work Element Three: Streetscape Design Layout

- Develop Streetscape Cross Section and Plan View: Provide a plan view and a typical cross section version of a streetscape design for the planning area which can be used to inform elements for consideration ahead of the Phase 2 State Hwy 67 reconstruction.
- Develop Streetscape Amenities Palette: Provide graphic images as recommendations for a unified streetscape amenities palette to include features such as street lighting, street furniture and other decorative and wayfinding elements.
- Develop Parking and Circulation Concept: Provide a parking and circulation concept that identifies priority locations for increasing or reorganizing parking capacity near key destinations.

Work Element Four: Document Completion & Adoption

- Create Implementation Action Plan: Develop a tabular summary of recommended implementation action steps.
- Complete Final Report: Develop a final report with graphic analysis and supporting text to convey all information developed through the

course of the project in an easy-to-digest document. The final report will include products developed in Work Elements One through Four.

- Joint Plan Commission & Village Board Adoption Plan Meeting: Attend one in-person meeting held jointly between the Plan Commission and Village Board to review findings of the report and to consider final acceptance of the project document.

Optional Tasks

As directed by the Village, VANDEWALLE & ASSOCIATES can undertake optional tasks for an additional cost.

- Joint Plan Commission & Village Board Draft Plan Meeting (in-person): A review of the draft plan to provide additional comments and direction prior to the final approval.
- Concept Redevelopment Site Plan and Visual Rendering Sketch: Selection of a priority redevelopment site and creation of a concept site plan and visual rendering sketch to provide an inspiring vision for a catalytic development in the planning area.
- Attend Property Owner Meeting with Village Representative (in-person): Attend 1 in-person meeting with downtown property owners in a meeting coordinated by the Village.

- B. Additional Services, beyond those stated in Article I.A., may be provided through a “Work Order”.
- C. VANDEWALLE & ASSOCIATES agrees to provide its professional Services in accordance with generally accepted standards of its profession.

Article II Client’s Responsibilities

- A. Client agrees to provide VANDEWALLE & ASSOCIATES with all base maps, blueprints, aerial photos, studies, reports, and ordinances needed to complete these Services. VANDEWALLE & ASSOCIATES may reasonably rely on the

accuracy and completeness of these items. Client agrees to provide these items and to render decisions in a timely manner so as not to delay the orderly and sequential progress of VANDEWALLE & ASSOCIATES Services.

- B. The administrative liaison between VANDEWALLE & ASSOCIATES and the Client will be David Lothspeich, Village Administrator.
- C. Client agrees that the following individuals are approved to authorize Additional Services via a Work Order:

Name

Title

Name _____

Title

- D. Client understands that any work product delivered in electronic form under this Agreement may require Client to use certain third-party hardware and/or software products. Client shall be solely responsible for obtaining licenses to use such third-party software. VANDEWALLE & ASSOCIATES makes no warranties or representations as to the quality, capabilities, operations, performance or suitability of any third-party hardware or software including the ability to integrate with any software currently in use by the Client. Client acknowledges that the quality, capabilities, operations, performance, and suitability of any third-party hardware or software lies solely with Client and the vendor or supplier of that hardware or software.
- E. If Client makes any modifications to Deliverables, Client shall either 1) obtain the prior written consent of VANDEWALLE & ASSOCIATES; or 2) remove VANDEWALLE & ASSOCIATES name from the Deliverables. In the event that Client selects option #2, VANDEWALLE & ASSOCIATES shall not be liable or otherwise responsible for such modifications or their effect on the results of the implementation of the recommendations contained in such Deliverables.

Article III Estimated Schedule

- A. Services in this Agreement shall commence from the date of execution, and be in effect through December 31, 2024, unless the parties agree otherwise.
- B. VANDEWALLE & ASSOCIATES shall render its Services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact the Project schedule and VANDEWALLE & ASSOCIATES shall not be responsible for any delays caused by factors beyond its reasonable control.

Article IV Costs and Payment

- A. All work will be completed on a time and materials basis with the budget for not to exceed \$29,000.
- B. Client acknowledges that significant changes to the Project schedule, budget or Project's scope may require Additional Services for which the parties may (but are not required to) enter into a separate Work Order (see Article I.B.).
- C. Invoice charges to the Client are divided into these two elements:
 - 1. Professional Fees.
Charged for all Services rendered at current billing rates as listed in Attachment One.
 - 2. Reimbursable Expenses.
 - a. Most will be invoiced at cost, including travel and all in-house charges.
 - b. Some Reimbursable Expenses will be charged at cost multiplied by 1.1. These are limited to items charged through a third-party vendor. Examples of these would include: printing, reproduction, and delivery charges.

- D. VANDEWALLE & ASSOCIATES shall send Client an invoice for Professional Fees and Reimbursable Expenses once a month. Client shall pay VANDEWALLE & ASSOCIATES the amounts due under such invoice upon receipt of such invoice. A service charge of 1% per month may be charged on all amounts more than 30 days after date of invoice.

Article V Termination

- A. Either Client or VANDEWALLE & ASSOCIATES may terminate this Agreement upon seven days written notice.
- B. If terminated, Client agrees to pay VANDEWALLE & ASSOCIATES the hourly rates for all Services rendered and Reimbursable Expenses incurred, up to the date of termination.
- C. Upon not less than seven days' written notice, VANDEWALLE & ASSOCIATES may suspend the performance of its Services if Client fails to pay VANDEWALLE & ASSOCIATES in full for Services rendered or Reimbursable Expenses incurred. VANDEWALLE & ASSOCIATES shall have no liability because of such suspension of service or termination due to nonpayment.

Article VI Dispute Resolution

VANDEWALLE & ASSOCIATES and Client agree to mediate claims or disputes arising out of or relating to the Agreement. The mediation shall be conducted by a mediation service acceptable to the parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises. In no event shall any demand for mediation be made after such claim or dispute would be barred by the applicable law.

Article VII Intellectual Property; Confidentiality

- A. Except as otherwise provided by law: upon payment in full by Client to VANDEWALLE & ASSOCIATES for Services rendered and Reimbursable

Expenses incurred pursuant to this Agreement, VANDEWALLE & ASSOCIATES shall grant Client a non-transferable, non-exclusive, perpetual license to use any and all Work Product developed or produced by VANDEWALLE & ASSOCIATES pursuant to this Agreement. As used in this Agreement, “Work Product” means all inventions, processes, data, documents, drawings, records, and works of authorship, whether or not copyrightable or patentable, that are originated or prepared by VANDEWALLE & ASSOCIATES in the course of rendering the Services under this Agreement. Until Client pays VANDEWALLE & ASSOCIATES in full for Services rendered and expenses incurred pursuant to this Agreement, Client may not use any Work Product to complete the Project with others unless VANDEWALLE & ASSOCIATES is in material breach of this Agreement.

- B. Except as otherwise provided by law: Client shall not communicate, publish, or otherwise disclose to a third party or authorize or induce anyone else to use, communicate, publish, or otherwise disclose, any nonpublic information pertaining to VANDEWALLE & ASSOCIATES, including, without limitation, any information relating to pricing, products, or ideas of VANDEWALLE & ASSOCIATES. Until VANDEWALLE & ASSOCIATES is paid in full by Client for Services rendered and expenses incurred pursuant to this Agreement, Client shall not communicate, publish, or otherwise disclose to any third party, any information pertaining to or summaries of the Work Product.

Article VIII Miscellaneous Provisions

- A. Wisconsin law governs this Agreement (without regard to its conflict of law principles or rules of construction concerning the draftsman hereof).
- B. This Agreement is the entire and integrated agreement between the Client and VANDEWALLE & ASSOCIATES, and supersedes all prior negotiations, statements or agreements, either written or oral, with regard to its subject matter. This Agreement may be amended only by written instrument signed by both Client and VANDEWALLE & ASSOCIATES. Neither party can assign this Agreement without the other party's prior written permission.

- C. Notwithstanding any other term in this Agreement, VANDEWALLE & ASSOCIATES shall not control or be responsible for another party's means, methods, techniques, schedules, sequences or procedures, or for construction safety or any other related programs.
- D. Client and VANDEWALLE & ASSOCIATES agree to indemnify, defend and hold one another, their agents and employees harmless from and against any and all claims, liabilities, suits, demands, losses, costs and expenses (including reasonable attorneys' fees) to property or persons, including injury or death, or economic losses, arising out of the Project and/or the performance or non-performance of obligations under this Agreement, except to the extent such damages or losses are directly caused by either's gross negligence or willful misconduct.
- E. In the event that any suit or action is instituted to enforce any provision in this Agreement, the prevailing party in such dispute shall be entitled to recover from the losing party all fees (including legal and accounting fees), costs and expenses of enforcing any right of such prevailing party under or with respect to this Agreement, including without limitation, all costs of appeals. For purposes of this provision, "prevailing party" shall include a party that dismisses an action in exchange for payment of the sum allegedly due, performance of covenants allegedly breached, or consideration substantially equal to the relief sought in the action or proceeding.
- F. VANDEWALLE & ASSOCIATES reserves the right to include representations of the Project in its promotional and professional materials.
- G. In order for VANDEWALLE & ASSOCIATES' to provide cost effective services, the parties agree that VANDEWALLE & ASSOCIATES shall not be liable to client or any third party for any losses, lost profits, lost data, consequential, special, incidental, or punitive damages, delays, or interruptions arising out of or related to this Agreement, regardless of the basis of the claim. VANDEWALLE & ASSOCIATES' aggregate liability (including attorneys' fees) to Client shall not exceed the amount of fees actually paid to VANDEWALLE & ASSOCIATES by Client with regard to the Services or the Work Order for which liability has been asserted.

April 26, 2024

9

IN WITNESS WHEREOF, the parties hereto entered into this Agreement as of the latest date noted, below.

Village of Williams Bay

By:



Signature of Authorized Representative

5/10/24

Date

David Lohsperger

Printed Name

Village Administrator

Title

VANDEWALLE & ASSOCIATES, INC.

By:

Nonna Anderson, Business Manager

Date

ATTACHMENT ONE
FEE SCHEDULE

	<u>Hourly Rates</u>
Company President	\$220 to \$300
Principal	\$200 to \$280
Associate	\$110 to \$160
Assistant	\$85 to \$100
GIS Analyst/Cartographer	\$105 to \$120
Communications Specialist	\$70 to \$150
Project Assistant	\$40 to \$65

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-24-26**

**A RESOLUTION RENEWING THE MUNICIPAL BUSINESS LEASE WITH
AND APPROVING TEMPORARY SIGNAGE FOR CRESCENT MOON MASSAGE THERAPY,
DBA CRESCENT MOON WELLNESS CENTER FOR
YOGA ON THE BEACH FOR THE 2026 SEASON**

WHEREAS, Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center (“Crescent Moon”) and the Village of Williams Bay (“Village”) have entered into a contract for the lease of beach lakefront area location as determined from time to time by the Village; and

WHEREAS, the contract specifies that the rent for the lease shall be \$1.00 (one-dollar) per student, per class for the payment period; and

WHEREAS, Crescent Moon has agreed to the terms and conditions of the contract; and

WHEREAS, on March 2, 2026 the Parks & Lakefront and Finance and Personnel Committees recommended authorizing the Municipal Business Lease with Crescent Moon Wellness Center for Yoga on the Beach for the 2026 season; and

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to renew the Municipal Business Lease attached heretofore as Exhibit A;

NOW, THEREFORE, be it resolved by the Village Board of Trustees of the Village of Williams Bay, Wisconsin, hereby approves the lease.

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the renewal of the recommended Municipal Business Lease, therefore.

Approved by the Village Board of the Village of Williams Bay this 16th day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

Municipal Business Lease

Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center 2026

MUNICIPAL BUSINESS LEASE

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

1. This lease is made this ____th day of _____, 2026, between The Village of Williams Bay, Wisconsin, herein called the Municipality, and Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center 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 Williams Bay beach (west of the beach house) from 7:00 a.m.- 8:15 a.m. on Saturdays and Sundays between Memorial Day weekend and Labor Day weekend. Classes will also be offered on Memorial Day, July 4th, and Labor Day at 7:00 a.m.
3. Special Event Days: In addition to the days and times specified in Section I, the Renter may request a limited number of pre-scheduled additional days for special events. Such additional days require prior approval by the Municipality or its designee and must be scheduled in advance. Approval shall not be unreasonably withheld, provided such events do not interfere with municipal operations or public use of the beach.
4. This lease shall be for the following specified period: effective upon execution of this contract and shall continue in force through Labor Day 2026. 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 \$1.00 per student, per class. That amount shall be calculated from the start of this lease through Labor Day 2026. The Renter shall provide verification of the gross sales to the Municipality along with their payment.
2. Time of Payment: Renter shall pay the Municipality no later than September 30, 2026. This will be a lump-sum payment for the entire season and length of the contract.
3. Overdue rental payments shall bear interest at the rate of 10% per annum.

SECTION III. The Renter Agrees 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, and to comply with all requirements of said licenses and

permits and provide copies of the same to the Village Administrator.

2. Renter agrees to not interfere with beach cleaning operations by Village Staff.

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. Temporary Signage: The Renter may place one (1) small, temporary sign near the beach entrance for the purpose of identifying or promoting scheduled classes. Said sign shall be installed no earlier than the start of the Renter's permitted use period and shall be completely removed by the Renter at the conclusion of each day's activities. No sign shall be left overnight.

6. Renter agrees to pay all reasonable costs, attorneys' fees, and expenses that shall be paid or incurred by Municipality in enforcing this lease.

7. Renter agrees not to assign this lease or sublease the premises without the consent of the Municipality.

8. 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. All yoga instructors shall supply the Municipality with a certificate of insurance naming the Village of Williams Bay an additional insured.

9. Crescent Moon Massage Therapy, DBA Crescent Moon Wellness Center and Nikelle Burrough agree to personally guarantee the debts from Section II only of the Renter for this agreement.

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:

Nikelle Burrough, Crescent Moon Massage Therapy,
DBA Crescent Moon Wellness Center

Approved by Village Board of the Village of Williams Bay this _____ day of
_____, 2026.

MUNICIPALITY:
VILLAGE OF WILLIAMS BAY

Adam Jaramillo, President

ATTEST:

Tina Kolls, Clerk

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-23-26**

APPROVING EASEMENT ON WOP 00109 FOR TDS METROCOM, LLC FIBER OPTICS

WHEREAS, TDS Metrocom, LLC (TDS), filed with the Village of Williams Bay (Village) Conveyance of Exclusive Easement (Easement) for the installation of fiber optics related equipment in an area measuring 16' x 16' on Village-owned property located at the southeast corner of Williams Street and Olive Street (WOP 00108), which is primarily used for the Village Water Well Pump House; and

WHEREAS, on January 19, 2026, the Village of Williams Village Board, as recommended by the Village Water & Sewer Committee and Finance & Personnel Committee, approved Resolution R-03-26 approving the Easement for TDS Metrocom, LLC; and

WHEREAS, after this approval, TDS staked the location of the improvements which was determined to be located too close to the existing water well pump house building and potential expansion; and

WHEREAS, based upon this conflict, TDS Metrocom, LLC (TDS), filed with the Village of Williams Bay (Village) the attached (Exhibit A) Conveyance of Exclusive Easement (Easement) for the installation of fiber optics related equipment in an area measuring 16' x 16' on Village-owned property located at the southeast corner of Williams Street and Olive Street (WOP 00109), which is vacant and immediately adjacent to WOP 00108 that is primarily used for the Village Water Well Pump House; and

WHEREAS, on March 2, 2026 the Water and Sewer Committee and Finance & Personnel Committee recommended approval of the Easement for TDS Metrocom, LLC; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Village Water & Sewer Committee and Finance & Personnel Committee, determined that it is in the best interests of the Village and its residents to approve the Easement for TDS Metrocom, LLC

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the Easement, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jarmillo, Village President

Attest: _____
Tina Kolls, Village Clerk

EXHIBIT A

(Conveyance of Easement for TDS Metrocom, LLC on WOP 00109)

**CONVEYANCE OF
EXCLUSIVE EASEMENT**

DOCUMENT NO.

This Conveyance of Exclusive Easement (including exhibits hereto, this "Conveyance") is made as of the ____ day of _____, 20____ by Village of Williams Bay, a municipal corporation, its successors and assigns ("Grantor").

WHEREAS, GRANTOR is the owner of that certain land Located in part of Lot 3 of Block 8 of the Map of Addition Number One to the Village of Williams Bay recorded as Document No. 120649, and part of the Northeast Quarter of the Northeast Quarter of Section 1, Township 1 North, Range 16 East, Village of Williams Bay, Walworth County, Wisconsin and more particularly described on Exhibit "A" ("Burdened Parcel") attached hereto and made a part hereof; and

NOW, THEREFORE, for valuable consideration of Five Thousand Dollars (\$5,000.00) and other good and valuable consideration, Grantor does hereby give, grant and convey to **TDS Metrocom, LLC**, its successors and assigns ("Grantee"), an "exclusive" perpetual easement upon, in, under, over, across, and along the Burdened Parcel ("Easement") to construct, use, maintain, operate, alter, add to, repair, replace, and/or remove its facilities consisting of underground cables, wires, conduits, and for above ground equipment, cabinets, and appurtenances for communication and/or other purposes, together with the right to have commercial electrical service extended across, and under a portion of the certain real property more particularly described as follows:

RETURN TO

Attn: Sean Murray
Permit/Construction
525 Junction Road
Madison WI 53717

Parcel Identification Number:
WOP 00109

Commencing at the Northeast Corner of said Section 1; thence South 00 degrees 35 minutes 52 seconds East along the East Line of the Northeast Quarter, a distance of 1167.29 feet; thence North 90 degrees 00 minutes 00 seconds West, a distance of 815.15 feet to the Point of Beginning; thence South 00 degrees 42 minutes 15 seconds East parallel to the East Right-of-Way (ROW) Line of Williams Street, a distance of 16.00 feet; thence South 89 degrees 17 minutes 45 seconds West perpendicular to said East ROW Line, a distance of 16.00 feet to said East ROW Line; thence North 00 degrees 42 minutes 15 seconds West along said East ROW Line, a distance of 16.00 feet; thence North 89 degrees 17 minutes 45 seconds East perpendicular to said East ROW Line, a distance of 16.00 feet to the Point of Beginning.

1. **Grantee** may construct, use, maintain operate, alter, add to, repair, replace, and/or remove its facilities consisting of electronic telecommunications cabinets, overhead and underground cables, wires, ducts and conduits, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, together with commercial electrical service extended upon, in, under, over, across, and along an easement area, **16x16** along those portions of the Burdened Parcel ("Easement Area") as more particularly described and depicted on Exhibit A.
2. **Grantee** shall have the right of ingress to and egress from the land of the Grantor for the purpose of exercising the rights herein granted, and the right to cut down and control the future growth of all trees and brush which may, in Grantee's sole but reasonable judgment, interfere with Grantee's use of the Easement.
3. **Grantee** agrees that it will pay the reasonable value of actual physical damage done to the Burdened Parcel, arising at any time out of the exercise by it of the rights herein granted.

4. **Grantor** covenants not to erect any structure upon the aforesaid real property that would interfere with Grantee's use of said easement and this covenant shall be binding upon Grantor's successors and assigns.
5. **Grantor** agrees that all facilities consisting of poles, pedestals, underground cables and wires, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, installed on or above the Burdened Parcel at the Grantee's expense shall remain the property of the Grantee, removable at the option of the Grantee.
6. **Grantor** reserves for itself and its successor and assigns the right to use any portion of the Burdened Parcel, within or without the Easement Area, in any reasonable manner, provided such use does not interfere with or unduly inconvenience Grantee's full use and enjoyment of the Easement granted to Grantee herein.
7. **Grantor** covenants that they are the owners of the above-described lands, and the said lands are free and clear of encumbrances and liens of whatsoever character, except those personally held by the Grantor.
8. **Grantee** agrees that in the event Grantee ceases to make use of the Burdened Parcel for purposes pertaining to its telecommunications systems, Grantee shall, within 30 days of its ceasing to make use of the Burdened Parcel, notify Grantor in writing and this Easement shall terminate as of the date of said notification. In the event Grantee fails to so notify Grantor, then ten (10) days from the date of written notice from Grantor to Grantee, this Easement shall terminate.
9. **Grantee** shall, within six (6) months of the date of termination of this Easement, remove all of its facilities from the Burdened Parcel. In the event Grantee fails to so remove its facilities from the Burdened Parcel, the facilities shall be deemed abandoned and Grantor may, at its election, remove the facilities and bill the cost for removal to Grantee, payable within 30 days from the date of billing.

TDS TELECOM USE ONLY Company No. <u>0900</u> Easement No. <u>EWBY-25-001</u> Exchange No. <u>0045</u> WBS Element: <u>TC-223045022</u>
--

DATED: _____

By _____ (SEAL)
[Name]

By _____ (SEAL)
[Name]

STATE OF _____)
County of _____) SS.

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said State, personally
Appeared _____ known
to me to be the person(s) whose name(s) are subscribed to the within instrument, and acknowledged to me that they executed the same.

Witness my hand and official seal

Signature of Notary

Printed Name of Notary

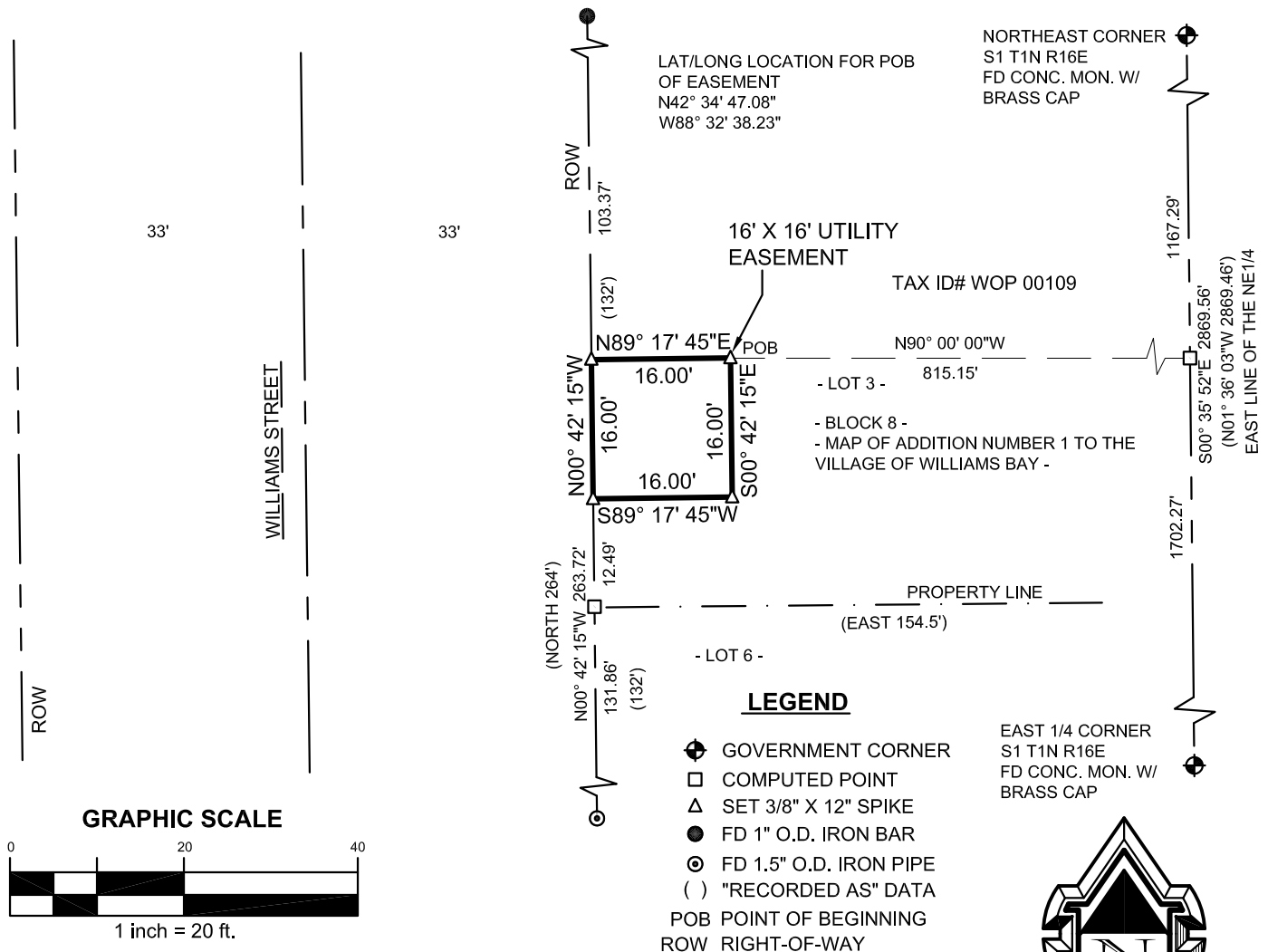
Notary Public _____ County,

My Commission Expires: _____, 20____

The instrument was drafted by: Sean Murray, TDS Telecommunications Corporation
Insertions by: Roxann R Holda, Mi-Tech

EXHIBIT "A"

LOCATED IN PART OF LOT 3 OF BLOCK 8 OF THE MAP OF ADDITION NUMBER ONE TO THE VILLAGE OF WILLIAMS BAY RECORDED AS DOCUMENT NO. 120649, AND PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 16 EAST, VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN



Legal Description for TDS Easement:

Located in part of Lot 3 of Block 8 of the Map of Addition Number One to the Village of Williams Bay recorded as Document No. 120649, and part of the Northeast Quarter of the Northeast Quarter of Section 1, Township 1 North, Range 16 East, Village of Williams Bay, Walworth County, Wisconsin, more particularly described as follows:

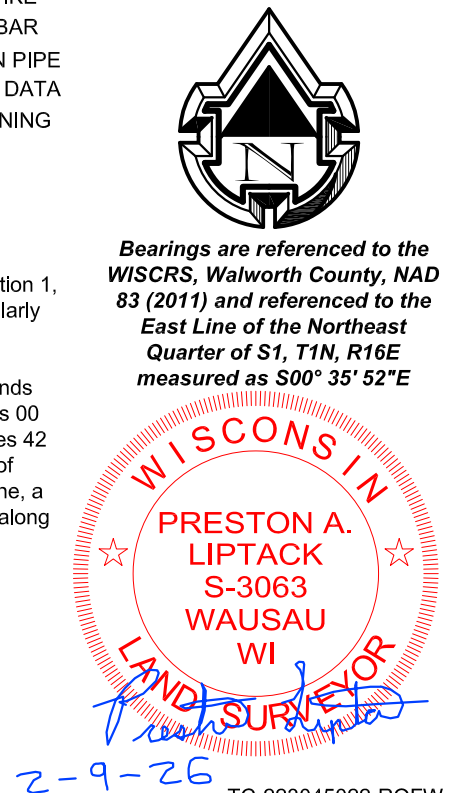
Commencing at the Northeast Corner of said Section 1; thence South 00 degrees 35 minutes 52 seconds East along the East Line of the Northeast Quarter, a distance of 1167.29 feet; thence North 90 degrees 00 minutes 00 seconds West, a distance of 815.15 feet to the Point of Beginning; thence South 00 degrees 42 minutes 15 seconds East parallel to the East Right-of-Way (ROW) Line of Williams Street, a distance of 16.00 feet; thence South 89 degrees 17 minutes 45 seconds West perpendicular to said East ROW Line, a distance of 16.00 feet to said East ROW Line; thence North 00 degrees 42 minutes 15 seconds West along said East ROW Line, a distance of 16.00 feet; thence North 89 degrees 17 minutes 45 seconds East perpendicular to said East ROW Line, a distance of 16.00 feet to the Point of Beginning.

Bearings are referenced to the WISCRS, Walworth County, NAD 83 (2011) and referenced to the East Line of the Northeast Quarter of S1, T1N, R16E measured as S00° 35' 52"E

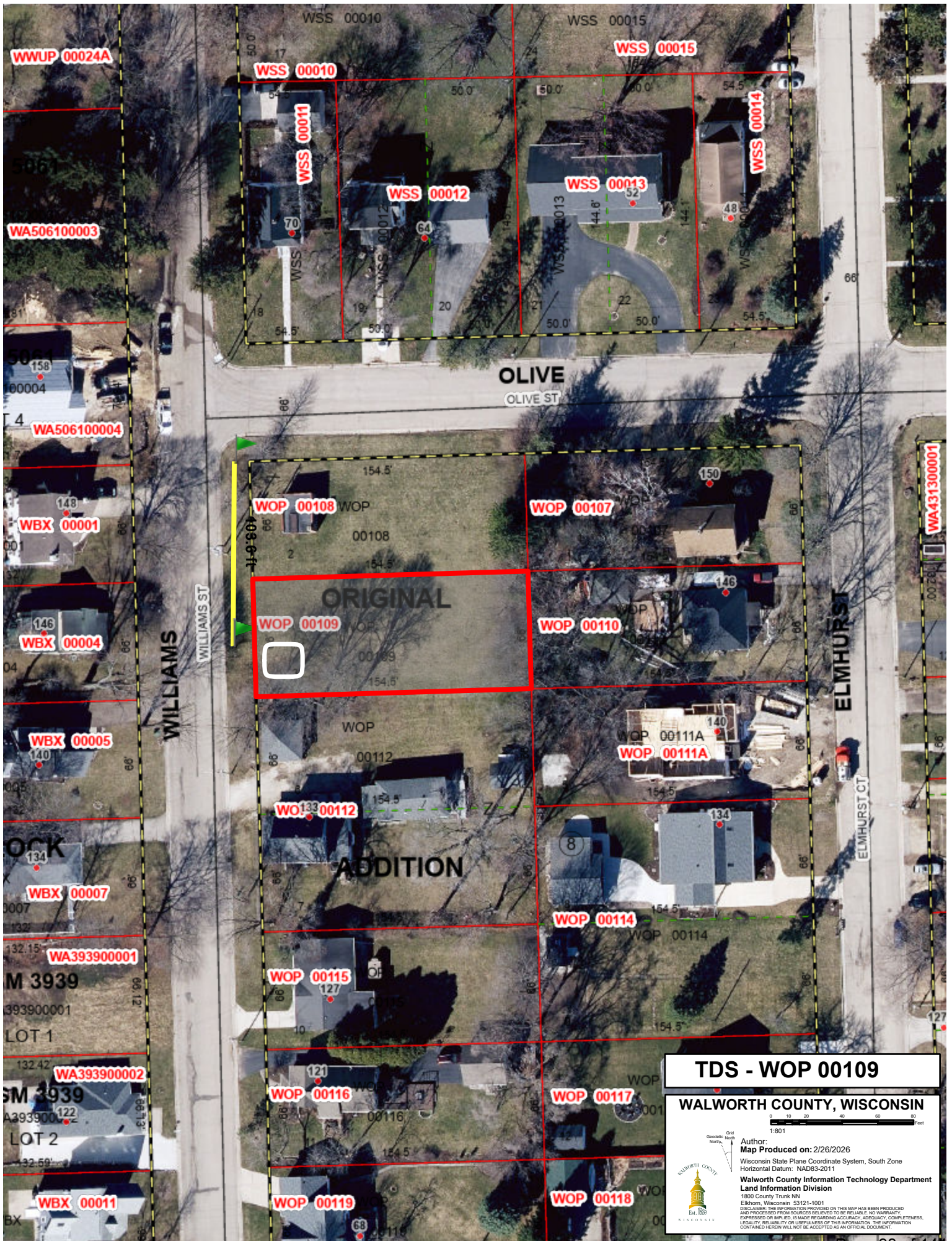
mi-TECH
Fond Du Lac • Green Bay • Madison • New Berlin
• Wausau • 920.465.8018 • www.mi-tech.us

JANUARY 15, 2026

SHEET 1 OF 1



TC-223045022-ROFW



TDS - WOP 00109

WALWORTH COUNTY, WISCONSIN

1"=80'

Author: **Map Produced on: 2/26/2026**
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011
Walworth County Information Technology Department
Land Information Division
1800 County Trunk NN
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESSED OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-25-26**

**A RESOLUTION APPROVING QUOTE FOR A LAWN MOWER
(Reinders)**

WHEREAS, the Village of Williams Bay existing lawn mower is in need of replacement; and

WHEREAS, the Village of Williams Bay Capital Improvement Plan (CIP) includes \$32,000 for the purchase of a replacement lawn mower in 2026; and

WHEREAS, the Director of Public Works requested quotes through Sourcewell and is requesting approval of the enclosed quote from Reinders for a Toro Groundmaster 3200 2WD-Diesel in the amount of \$27,638.58; and

WHEREAS, on March 2, 2026, the Village of Williams Bay Streets & Highway Committee and Finance & Personnel Committee determined that it is in the best interests of the Village to recommend approval of the attached quote from Reinders for a Toro Groundmaster 3200 2WD-Diesel in the amount of \$27,638.58 "Exhibit A" from borrowed funds; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Committees, determined that it is in the best interests of the Village and its residents to authorize the Quote from Reinders for a Toro Groundmaster 3200 2WD-Diesel in the amount of \$27,638.58 "Exhibit A" from borrowed funds.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby authorizes the recommended purchase, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, Village President

Attest: _____
Tina Kolls, Village Clerk

EXHBIT A

(Reinders Quote for a Toro Groundmaster 3200 2WD-Diesel Lawn Mower)

DRAFT

Reinders

Quote

Account: 174326

Williams Bay Village

P.O. Box 580

Williams Bay, WI 53191

Attn: Wayne Edwards

Prepared By:

Ryan Maier

Territory Manager

13400 Watertown Plank Rd.

Elm Grove, WI 53122-2227

Cell (262) 443-0363

Fax (847) 678-5511

rmaier@reinders.com

<u>Quote ID</u> 02430039 GM32002WD	PRICE SUBJECT TO CHANGE
<u>Quote Date</u> 2/23/26	Contract Quote

Sourcewell #112624-TTC / Omnia #2023261

QTY	CODE	DESCRIPTION	PRICE DETAILS
1	31900A	Groundsmaster 3200 2WD-Diesel	\$19,876.74
1	31973	72 Inch Rear Discharge Deck	\$4,882.80
1	32302	Mechanical Suspension Seat	\$798.72
1	31979	Recycler Kit	\$420.42
1	114-4096	Weight Kit (42 Lbs)	\$147.72
1	137-2593	Front Tire And Rim Assembly	\$390.69
1	138-0310	Rear Tire And Rim Assembly	\$251.51



Configured Contract Price:	\$26,768.60
Dealer Assembly & Delivery:	\$869.98
Trade Totals:	<u>\$0.00</u>
Purchase Price:	\$27,638.58

Simplify Local Purchasing. Strengthen Your Community.

Leverage cooperative contracts built to help you move quickly, control costs, and meet the needs of your residents — all with confidence and control.

Government-powered public procurement

01:30

As a local government leader, you manage essential services with tight budgets, small teams, and growing demands. When the right solution is easier to find and faster to buy, you can keep projects moving, services running, and your community thriving.

Sourcewell is government helping government, offering cooperative purchasing that helps reduce costs, save time, and streamline procurement.

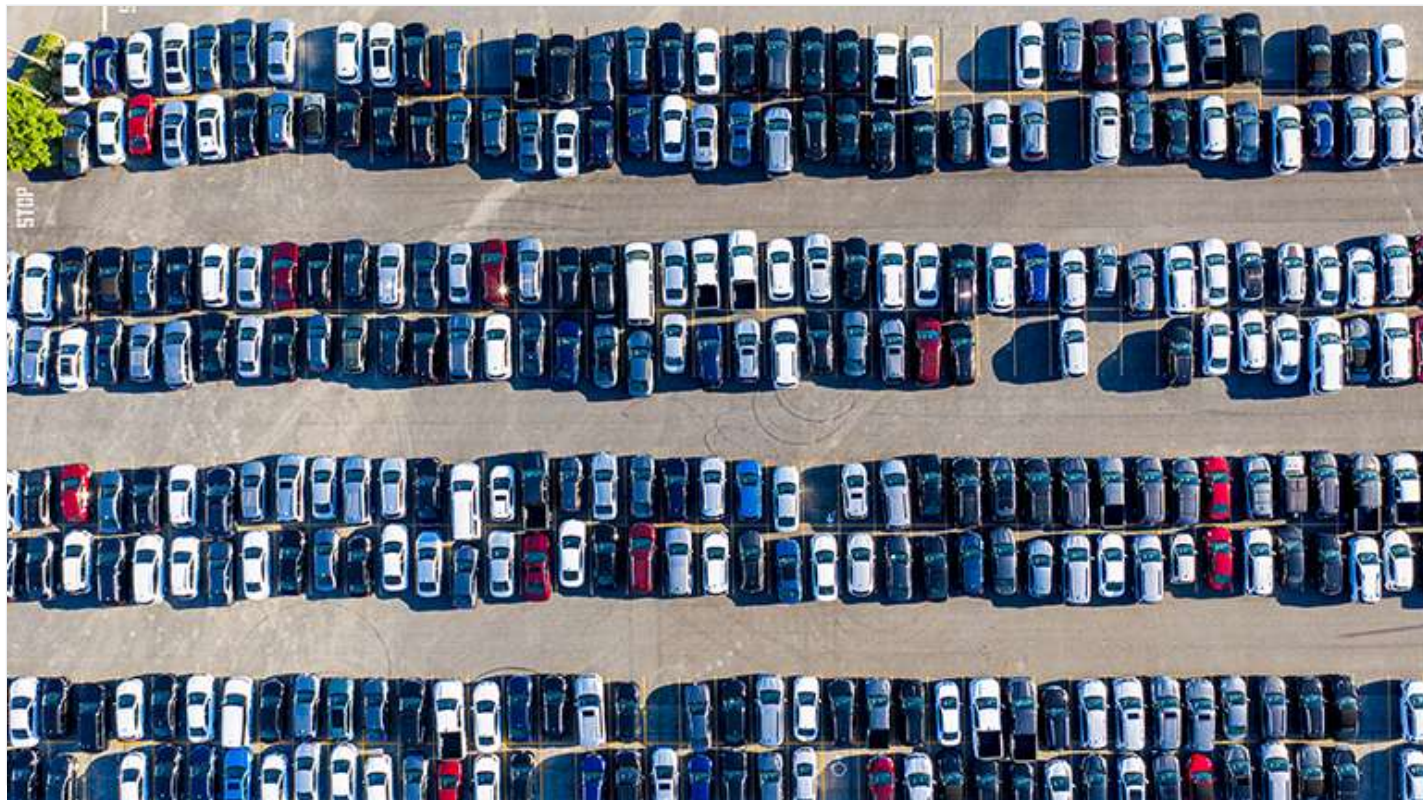
With Sourcewell, you can:

- Use competitively solicited contracts
- Leverage the buying power of thousands of participating agencies
- Work with local and national suppliers who understand government
- Partner with a team that helps you every step of the way

Take your next step toward streamlined purchasing

[Register your agency](#)[Find your account](#)

Search for local government cooperative purchasing contracts by category



Fleet and equipment →

Secure the vehicles, EVs, parts, and tools you need to keep operations running.

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-26-26**

**A RESOLUTION APPROVING QUOTE FOR A UTILITY VEHICLE
(Johnson Tractor, Inc.)**

WHEREAS, the Village of Williams Bay existing utility vehicle is in need of replacement; and

WHEREAS, the Village of Williams Bay Capital Improvement Plan (CIP) includes \$30,000 for the purchase of a replacement utility vehicle in 2026; and

WHEREAS, the Director of Public Works requested quotes through Sourcewell and is requesting approval of the enclosed quote from Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 in the amount of \$34,987.16; and

WHEREAS, on March 2, 2026, the Village of Williams Bay Streets & Highway Committee and Finance & Personnel Committee determined that it is in the best interests of the Village to recommend approval of the quote from Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 in the amount of \$34,987.16 "Exhibit A" from borrowed funds; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Committees, determined that it is in the best interests of the Village and its residents to authorize the Quote from Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 in the amount of \$34,987.16 "Exhibit A" from borrowed funds.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby authorizes the recommended purchase, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, Village President

Attest: _____
Tina Kolls, Village Clerk

EXHIBIT A

(Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 UTV in the amount of \$34,987.16)

DRAFT

Quote Provided By
JOHNSON TRACTOR, INC.
Davis Brian
20508 Oak Grove Rd
Harvard, IL 60033
email: briand@johnsontractor.com
phone: 6087512956

-- Standard Features --

-- Custom Options --



V Series

RTVX2C-PKLHS-1

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
3 Cyl. 68.5 cu in
+23.3 Gross Eng HP
75 Amp Alternator

TRANSMISSION

VHT-X
Variable Hydro Transmission
Forward Speeds:
Low 0 - 15 mph
High 0 - 25 mph
Reverse 0 - 17 mph
Limited-slip Front Differential
Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
with manual tilt-feature
Hydraulic Cargo Dump
Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
Cooling 8.3 qts
Engine Oil 4.3 qts
Transmission Oil 1.8 gal
Brake Fluid 0.4 qts

CARGO BOX

Width 57.7in
Length 40.5 in
Depth 11.2 in
Load Capacity 1102 lbs
Vol. Capacity 15.2 cu ft

+ Manufacturer Estimate

TIRES AND WHEELS

ATV Tire 25 x 10 - 12, 6 ply
HDMP Tires 25 x 10 - 12, 6 ply

KEY FEATURES

Factory Cab with A/C, Heater,
Defroster
Digital Multi-meter
Fully-opening roll-down side
windows
Speedometer
Pre-wired w/ speakers/antenna for
stereo
Front Independent Adjustable
Suspension
Rear Independent Adjustable
Suspension
Brakes - Front/Rear Wet Disc
Rear Brake Lights / Front
Headlights
2" Hitch Receiver, Front and Rear
Deluxe 60/40 split bench seats
with driver's side seat adjustment
Underseat Storage Compartments
Deluxe Front Guard
(radiator guard, bumper, and lens
guard)

DIMENSIONS

Width 63.2 in
Height 81.9 in
Length 120.3 in
Wheelbase 80.5 in
Tow Capacity 1300 lbs
Ground Clearance 10.4 in
Suspension Travel 8 in
Turning Radius 13.1 ft

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
Horn
Dash-mounted Parking Brake
Spark Arrestor Muffler
Retractable 2-point Seat Belts

RTVX2C-PKLHS-1 Base Price: \$32,949.00

Selected Kubota Attachments

(1) Turn Signal/Hazard Light Kit K7741-99610-Turn Signal/Hazard Light Kit	\$298.02
(1) LED FRONT WORK LIGHTS KIT (2) 77700-11811-LED FRONT WORK LIGHTS KIT (2)	\$184.99
(1) LED REAR WORK LIGHT KIT (1) 77700-11812-LED REAR WORK LIGHT KIT (1)	\$99.99
(1) STROBE LIGHT MOUNT KIT 77700-VC5058-STROBE LIGHT MOUNT KIT	\$187.95
(1) SINGLE SIDE MIRROR - CAB (1) 77700-V5059-SINGLE SIDE MIRROR - CAB (1)	\$118.82

Total Kubota Attachments: \$889.77

Total Attachments: \$889.77

Configured Price: \$33,838.77

Sourcewell Discounts:

Kubota Items: (\$7,444.53)

Total Discount: (\$7,444.53)

SUBTOTAL: \$26,394.24

Kubota Item Fees:

Dealer Assembly: \$311.67

Freight Cost: \$881.25

PDI: \$400.00

Boss V Plow with hydraulics installed \$7,000.00

Total Unit Price: \$34,987.16

Quantity Ordered: 1

Final Sales Price: \$34,987.16

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

*All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

**VILLAGE OF WILLIAMS BAY
ORDINANCE NO. R-27-26**

**A RESOLUTION AUTHORIZING THE PURCHASE OF A
REPLACEMENT SNOW PLOW TRUCK REQUIRED EQUIPMENT
(Casper's Truck Equipment)**

WHEREAS, the Village of Williams Bay Capital Improvement Plan includes \$300,000 for the purchase of a replacement snowplow truck in 2026; and

WHEREAS, on November 18, 2024, the Village of Williams Village Board, as recommended by the Finance & Personnel Committees, determined that it was in the best interests of the Village and its residents to authorize the Quote in the amount of \$127,084.00 from Lakeside International for the purchase of a new International Chassis for the purchase of a late 2025 production to avoid the anticipated production year cost increase; and.

WHEREAS, Director of Public Works is requesting requested authorization of the enclosed quote from Casper's Truck Equipment to purchase the required equipment for this snowplow truck chassis in the amount of \$161,085.94.

WHEREAS, the total cost for the snowplow truck being \$288,169.94; and

WHEREAS, on March 2, 2026, the Village of Williams Bay Finance & Personnel Committees determined that it is in the best interests of the Village to recommend approval of the attached quote from Casper's Truck Equipment for the required snowplow equipment for the new International Chassis "Exhibit A" by borrowed funds; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Finance & Personnel Committees, has determined that it is in the best interests of the Village and its residents to authorize the Quote from Casper's Truck Equipment for the required snow plow truck equipment.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby authorizes the recommended purchase, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

(Quote from Casper's Truck & Equipment for Required Snow Plow Truck Equipment)

DRAFT



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

Quote #: 5744
Account: Village of Williams Bay
Name:
Address: 250 Williams Street
Williams Bay, WI 53191

Date: 2-10-2026
Email:
Phone:
Submitted By: Tony Myslicki
Notes:

Year:	Make:	Model:	Color:	VIN:
Single/Dual:	Cab-Axle:	Wheelbase:	Truck #:	Cab Type:

A. Henderson Mark E 10' Stainless Steel Dump Body

1. 10' long x 86" I.D., 52" front, 30" sides, 38" tailgate 6.6/8.4 cu. Yard capacity
2. Unibody design (no crossmembers)
3. 8" I-beam longitudinals full welded to floor
4. One piece 201 stainless steel 7 ga. sides and front head sheet
5. One piece 1/4" AR 400 / 180,000 psi tensile strength seamless floor. Side sheets are joined to floor by a formed 5" radius not a weld in radius
6. Boxed top rail, and rub rail slope outward for dirt - shedding
7. 6 panel tailgate
8. Seven gauge 201 stainless steel full depth rear corner posts
9. Ladder mounted at driver side front and passenger side front
10. Bustin stainless steel walk rail mounted to both sides of body
11. Six panel double acting 7 ga. 201 stainless steel tailgate has full perimeter boxing with one (1) intermediate horizontal brace and two (2) vertical braces
12. Tailgate latches are flame cut steel and are mounted to a 1/4" stainless steel reinforcing plate attached to the body by continuous seam welding for extra strength and reliability, 1-1/4" upper and lower pins.
13. Double acting air trip release
14. 16" x 78" cab shield with oval light holes facing rearward
15. OSHA approved body prop
16. Trunnion mount hoist with internal doghouse
17. Mailhot CS/G4 double acting telescopic cylinder with a 2 year warranty
18. 6" x 8" x 1/2" structural angle rear hinge assembly with 1 1/2" diameter 303 stainless steel pins connected through 2" hinge blocks
19. One piece wiring harness for rear clearance lights and recessed stop/turn/tail lights
20. Body is chemically cleaned with a phosphate solution natural 2B stainless steel finish, underside factory black
21. Two (2) year cylinder warranty / 1 year body warranty
22. Installed complete

B. Universal CST-11-43 Snow Plow

1. 10ga. Moldboard with integral snow shield
2. Plow portion of loop hitch
3. Reversing cylinders are mounted above the push frame
4. Dead end cylinders are equipped with brass bushings for extended wear
5. Full trip plow
6. Attack angle is adjustable 5, 10, & 20 degree angles
7. Push frame is 102" wide, constructed with 3/8" x 4" x 4" square tubing, eight (8) 1/2" ribs, fully welded, six (6) main hinge pivot points with the furthest hinge point extending about 20" from the end of the plow

Submitted by: All Sales Tax and FET Tax will be added
Quote firm 30 days Terms: Net 30 days

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____

Date Accepted: _____

PO# _____

Thank You for the opportunity to submit our quote for your consideration

8. 3/8" x 2 1/2" x 2 1/2" top angle with drainage holes
9. Plow is 100% continuously welded
10. 5/8" x 8" cutting edge with standard AASHO punch
11. Curb shoes on curb side of plow
12. Rubber snow flap, 3-ply, 1/2" thick x 12" wide
13. Plow end markers
14. Crank adjustable parking stand
15. Moldboard and push frame painted black
16. Installed complete

C. Universal Pin and Loop Hitch

1. Fold down lift arm for when plow is not in use
2. Double acting plow lift cylinder
3. OEM bumper installed onto truck
4. Installed complete

D. Universal AHW/UTF-9 Front Mount Wing

1. Moldboard is 9' long x 30" at the front tapering to 38" at the rear
2. 3/16in. moldboard thickness
3. 1-1/2" main pivot bolt, with castle nut and cotter key
4. Eight (8) 1/2" ribs, fully welded
5. 3-1/2" x 10" toe cylinder with 2" Nitrided Rod
6. 4" x 13" heel cylinder with 2" Nitrided Rod
7. Single push arm
8. Trip edge with individually replaceable springs
9. Wing stop to prevent damage from wing
10. Up to 12-1/4" of mechanical float at the toe
11. Four (4) 1" thick horizontal floating links
12. Two (2) 3/4" thick vertical connecting links
13. Four (4) 1 1/2" link bolts with 8" bushings and grease zerks
14. 1/2" thick mounting for the slab
15. Floating link arm at the heel
16. 5/8" x 8" cutting edge with standard AASHO punch (250-350 Brinell hardness)
17. Moldboard painted black
18. Pushframe and hardware painted black
19. Curb shoe and cutting edge shoe
20. Installed complete

E. Varitech 150 Gallon Tailgate tank

1. 150 Gallon Tailgate prewet tank
2. Stainless steel mounting hardware
3. Installed

Submitted by: _____

All Sales Tax and FET Tax will be added
Quote firm 30 days

Terms: Net 30 days

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____

Date Accepted: _____

PO# _____

Thank You for the opportunity to submit our quote for your consideration



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

F. Force America Hydraulic System

1. Chelsea 280 series Hot Shift PTO
2. TXV92 load sense hydraulic pump
3. 2" x 2" externally mounted suction strainer with by-pass
4. Full port 2" NPT brass ball valve, 600 psi
5. Add-A-Stack 4020 Series valve mounted in stainless steel enclosure to operate:
 - a. Double acting hoist
 - b. Double acting plow lift
 - c. Double acting plow angle
 - d. Double acting wing toe
 - e. Double acting wing heel
 - f. Auger
 - g. Spinner
 - h. Pre-wet
 - i. Slurry for TGS spreader
6. 30 gallon stainless steel reservoir with in tank filter
7. Low oil/high temp warning on dash
8. Manual cable controls to operate *with remote standby and blast buttons on the plow joystick*
 - a. Plow with dual axis control lever
 - b. Wing with dual axis control lever
 - c. Hoist with locking single axis control lever
9. Double relief cushion valve
10. **5100** Spreader control for operation of spreader and liquid functions
11. Shut off valves on fuel and hydraulic suction lines
12. Installed complete

G. Lighting and Accessories

1. Oval LED stop/tail/turn in the rear corner posts
2. Triton Oval LED amber green strobes lights mounted in the rear corner post
3. Triton Oval LED amber green strobe lights mounted in light boxes on top of cabshield facing rearward
4. Amber LED light to show on spinner
5. Amber LED light to show on wing
6. Minimizer fenders with three light holes for two (2) LED stop/tail/turn lights and one (1) back up light on each fender
7. Body up light mounted in dash
8. Triton TMB159AG Amber Green light bar with self-leveling bracket mounted to cabshield
9. Back up alarm
10. Triton LED heated plow lights mounted to hood with stainless steel brackets
11. Installed complete

Submitted by: _____ All Sales Tax and FET Tax will be added
Quote firm 30 days Terms: Net 30 days

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____

Date Accepted: _____

PO# _____

Thank You for the opportunity to submit our quote for your consideration



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

H. Henderson TGS Spreader

1. 201 SS undertailgate spreader
2. Standard mounting kit
3. Adjustable baddle to direct spread
4. Single Standard Discharge on left hand side NOT Far Left
5. Slurry tube installed
6. Henderson Stainless Steel Spill Shields
7. Installed

Total: \$161,085.94

Required Deposit: \$40,000.00

Estimated Equipment Arrival Date: 260 Days

QUOTE: Q148759**PREPARED BY:**

Joshua Sanftner
(408) 687-9310
JSanftner@permarsecurity.com
permarsecurity.com

SITE LOCATION:

Williams Bay Police Department
250 Williams St
Williams Bay, WI 53191

BILLING INFORMATION:

Williams Bay Police Department
250 Williams St
Williams Bay, WI 53191
(262) 245-2710
chief@vi.williamsbay.wi.gov

SCOPE OF WORK

Per Mar Security will conduct the **Annual Fire Alarm Inspection** as required by applicable fire codes and insurance regulations.

The security system must be updated and maintained in full compliance with **CJIS** (Criminal Justice Information Services) requirements. CJIS is a mandatory FBI framework that governs how law enforcement agencies and their authorized partners must protect sensitive Criminal Justice Information (CJI).

Scope of Work:

1. **Armed Areas Programming** Per Mar Security will program three (3) specific areas to be armed/disarmed as separate zones:
 - Evidence
 - Patrol Office Wing
 - Police Admin Wing
2. **Access Control System Wiring Removal** Per Mar Security will remove/eliminate wiring and connections related to the access control system that are causing unintended behavior. Specifically, address the issue where activating an under-desk hold-up/duress button incorrectly releases the back door magnetic lock.
3. **Removal of Hold-Up Alarms** Per Mar Security will remove three (3) office hold-up/duress alarms, including associated wiring and panel programming.
4. **Burglar & Fire Panel Integration** Per Mar will connect the burglar alarm panel to monitor the fire alarm panel, enabling unified monitoring and reporting.
5. **Mobile App & Code Management** Per Mar will program and provide a secure phone app (mobile application) that allows authorized users to:
 - Add, modify, or remove access codes
 - Arm and disarm the system remotely (when required and in compliance with CJIS policies)

Per Mar to install:

- 1 Control Panel (that can arm areas) 1 LTE Radio (communicates to Per Mar Davenport Iowa Monitoring)
4 Keypads – Patrol entrance, Evidence Room, Admin, Entry hall to workout room
1 Zone expanders 1 Door Sensor – Exterior Door(to work out hallway)

SERVICES SUMMARY:

Monthly recurring services, software licenses, monitoring, Annual Fire Alarm Inspections: \$ 117.53
36 month agreement

TOTAL:	\$ 3,516.98
PLUS APPLICABLE TAXES	

Please feel free to contact me at our office if you have any questions or concerns regarding this proposal.

Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to proceed. Applicant's signature certifies that the above information is correct. As part of the application for credit, we grant permission to contact consumer credit reporting agencies, commercial credit reporting agencies, bank and trade references as necessary. The pricing on this quote expires 30 days from original quote date. A 50% down payment may be required and restocking fees on special order parts may apply.

Joshua Sanftner

Date

Williams Bay Police Department

Date

Village Admin Offices - 121 N. Walworth				
Item	#	Price Per Each	Total Estimated	
Door Chime	1	16	\$16	Ordered
Blinds 24" x 64" Tina Office	2	15	\$31	Ordered
Blinds 33" x 64" Jennifers Office	1	27	\$27	Ordered
4 Drawer File Cabinets	3	336	\$1,008	Ordered
4 Drawer Wide File Cabinets	2	202	\$404	Ordered
Enclosed bulletin board	1	299	\$299	Ordered
Bookshelf	2	55	\$110	Ordered
Desk Chair - Cindy	1	104	\$104	
Conference Table - Uline	1	565	\$565	
Conference Chairs/Seating Room	5	125	\$625	Ordered
Conference Room TV	1	228	\$228	Ordered
Storage Shelving upstairs - Built Glen Fern	1	2,750	\$2,750	
Copy Machine - upstairs	1	200	\$200	
Cubicle Dividers Moving and Reinstall	4	500	\$2,000	
Office Subtotal			\$8,368	
Admin Building Signage				
Option 2- Brushfire (unlit signs)				
Sign 1 (Walworth)	1	5,149	\$5,149	
Walworth Doors	1	381	\$381	
Walworth Window above doors	1	125	\$125	
Sign 2 (Elkhorn)	1	6,888	\$4,728	
Elknorn Doors	1	381	\$381	
Elkhorn widown above doors	1	100	\$100	
Stairwell sign	1	97	\$97	
Signs 2 - Subtotal			\$10,960	Unlighted
Admin IT Budget Estimate				
Subtotal			\$4,842	
Admin IT Installation				
Subtotal			\$5,000	Estimate
IT Subtotal			\$9,842	
Conference Room Walls - Constructed				
1			11,750	\$11,750
2nd Floor Painting				
			\$2,000	Estimate
Moving				
Subtotal			\$5,000	Estimate
121 N. Walworth - Admin TOTA			\$47,920	

250 Williams St - Police Department				
PD Building Signage				
Signage Subtotal			\$541	
PD IT				
Subtotal			\$3,500	
PD IT Installation				
Subtotal			\$4,000	Estimate
IT Subtotal			\$7,500	
PD Building & Furniture				
Furniture Subtotal			\$9,000	
PD Building Remodel				
Remodel Subtotal			\$7,500	
250 Williams - PD Total			\$24,541	

Budgeted Amount	\$50,000
Admin + PD	\$72,461
Difference	(\$22,461)

Assumptions	
Annual Inflation During Life of TID.....	1.50%
2025 Gross Tax Rate (per \$1000 Equalized Value).....	\$9.80
Annual Adjustment to tax rate.....	0.00%
Investment rate.....	3.00%
Data above dashed line are actual	

Background Data						Revenues	
Year	(a)	(b)	(c)	(d)	(e)	(f)	Year
	TIF District Valuation	Inflation Increment	Construction Increment	TIF Increment Over Base	Tax Rate	Tax Revenue	
	(January 1)						
	Base Value		(1)				
	\$375,800						
2026	\$375,800	\$5,637	\$1,124,200	\$1,129,837	\$9.80	\$0	2026
2027	\$1,505,637	\$22,585	\$2,000,000	\$3,152,422	\$9.80	\$0	2027
2028	\$3,528,222	\$52,923	\$5,000,000	\$8,205,345	\$9.80	\$11,073	2028
2029	\$8,581,145	\$128,717	\$3,500,000	\$11,834,062	\$9.80	\$30,896	2029
2030	\$12,209,862	\$183,148	\$2,000,000	\$14,017,210	\$9.80	\$80,417	2030
2031	\$14,393,010	\$215,895	\$1,000,000	\$15,233,105	\$9.80	\$115,981	2031
2032	\$15,608,905	\$234,134		\$15,467,239	\$9.80	\$137,377	2032
2033	\$15,843,039	\$237,646		\$15,704,884	\$9.80	\$149,294	2033
2034	\$16,080,684	\$241,210		\$15,946,095	\$9.80	\$151,588	2034
2035	\$16,321,895	\$244,828		\$16,190,923	\$9.80	\$153,917	2035
2036	\$16,566,723	\$248,501		\$16,439,424	\$9.80	\$156,281	2036
2037	\$16,815,224	\$252,228		\$16,691,652	\$9.80	\$158,681	2037
2038	\$17,067,452	\$256,012		\$16,947,664	\$9.80	\$161,116	2038
2039	\$17,323,464	\$259,852		\$17,207,516	\$9.80	\$163,588	2039
2040	\$17,583,316	\$263,750		\$17,471,266	\$9.80	\$166,097	2040
2041	\$17,847,066	\$267,706		\$17,738,972	\$9.80	\$168,644	2041
2042	\$18,114,772	\$271,722		\$18,010,693	\$9.80	\$171,229	2042
2043	\$18,386,493	\$275,797		\$18,286,491	\$9.80	\$173,853	2043
2044	\$18,662,291	\$279,934		\$18,566,425	\$9.80	\$176,516	2044
2045	\$18,942,225	\$284,133		\$18,850,558	\$9.80	\$179,219	2045
2046	\$19,226,358	\$288,395		\$19,138,954	\$9.80	\$181,962	2046
2047						\$184,747	2047
		\$4,514,754	\$14,624,200			\$2,872,479	

NPV of Future Tax Collections	\$1,646,248
--------------------------------------	--------------------

Village of Williams Bay

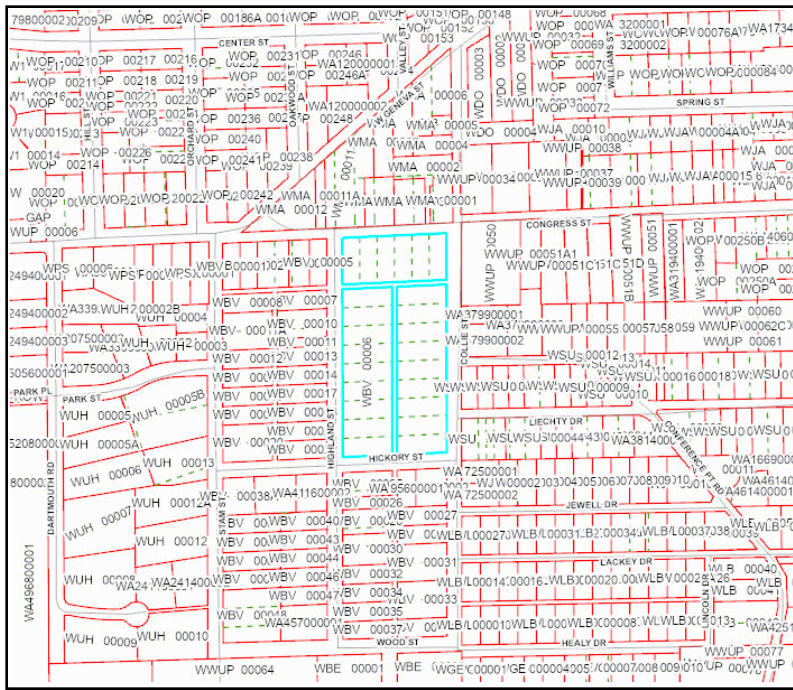
TID#2 Creation Timeline



<i>Monday, June 29, 2026</i>	Consulting service agreement executed. Direction to proceed.
<i>Monday, July 6, 2026.....</i>	Preliminary project plan template available for Village staff review (maps excluded).
<i>Friday, July 10, 2026</i>	TID boundaries finalized.
<i>Wednesday, July 22, 2026</i>	Mapping complete and delivered to Baird.
<i>Monday, July 27, 2026.....</i>	Baird compiles draft project plan.
<i>Friday, July 31, 2026</i>	Final comments/changes to draft project plan.
<i>Tuesday, August 4, 2026.....</i>	Plan Commission TID 2 Presentation.
<i>Monday, August 10, 2026</i>	Class 1 Notice of Joint Review Board (JRB) Meeting and Class II Notice of Public Hearing due to Village official newspaper.
<i>Tuesday, August 11, 2026</i>	Draft version of the project plan available for public review/distribution.
<i>Tuesday, August 11, 2026</i>	Copy of the Notice of Public Hearing sent via First Class mail, from the Village to all taxing entities (county, school, and technical college district officials). For a Blight District creation, letters sent to all owners within the TID. All other TID creations, letter sent to property owners is optional but highly encouraged. Include parcel numbers on the letters. Must occur at least 15 days prior to public hearing and before first publication of Class II notice. Provide DOR with copies of the cover letters that were sent with the notices or a clerk's certification that the letters and notices were distributed on the same date. (After Project Plan is available & before publication date)

<i>Thursday, August 13, 2026</i>	First publication of Class II Notice of Public Hearing (1 st & 2 nd notice must occur in 2 consecutive weeks). Publication date for notices/hearings of Village official newspaper. Publication of Class I Notice of Joint Review Board Meeting (Must be published at least 5 days prior to the JRB meeting. (After Notice of Public Hearing is sent out)
<i>Thursday, August 20, 2026</i>	Second publication of Class II Notice of Public Hearing. Provide DOR with readable copies of the public hearing notices and an affidavit of publication from the newspaper indicating both dates of publication. (Must be at least 7 days prior to Public Hearing).
<i>Wednesday, August 26, 2026</i>	JRB holds its first meeting. Board's Chairperson and public member are selected (must be within 14 days after the notice publication, before public hearing).
<i>Tuesday, September 1, 2026</i>	Public hearing regarding the project plan. Must be held at least one week (7 days) after second publication of public hearing notice.
<i>Tuesday, September 1, 2026</i>	Plan Commission adopts resolution and submits it to the Village Council for approval.
<i>Thursday, September 17, 2026</i>	Presentation to County Finance Committee per County ordinance.
<i>Monday, September 21, 2026</i>	Class I notice of JRB meeting due to newspaper.
<i>Monday, September 21, 2026</i>	Village Council considers Plan Commission recommendation. Project plan approved. Village Council adopts resolution. Clerk provides the JRB with a copy of the resolution and financial information. (No sooner than 14 days after the public hearing)
<i>Thursday, September 24, 2026</i>	Publication of Class I Notice of JRB meeting (must be published at least 5 days prior to the JRB meeting).
<i>Wednesday, September 30, 2026</i>	Final action by JRB. (Within 45 Days after receiving Resolution)
<i>Friday, October 2, 2026</i>	JRB notifies the Village of its decision. <i>(Within 7 Days of JRB action)</i>

Submitted by October 30, 2026..... Submit written notice to DOR of TID approval. (*Within 60 Days of Approval*)
Submitted by October 30, 2026..... Submit completed application to DOR for base value certification.



Walworth County, WI Land Information Division

Property Details

Municipality: VILLAGE OF WILLIAMS BAY
Parcel Number: WBV 00006
School District: 6482-WILLIAMS BAY SCHOOL DISTR
Zoning District:

Owner Information

Owner Name: JACK PEASE
Owner Name 2:
Mailing Address: 5435 BULL VALLEY RD STE 330

MCHENRY IL, 60050

2025 Valuation Information

Land: \$111,000.00
Improvements: \$269,300.00
Total: \$380,300.00
Acres: 5.1140
Fair Market Value: \$375,300.00
Assessment Ratio: 1.0133241280
Mill Rate: 0.0086330280

Tax Information

First Dollar Credit: \$39.90
Special Assessment: \$0.00
Delinquent Utility Charge: \$0.00
Managed Forest Land Taxes: \$0.00
Total Billed: \$3,243.24
Net Tax \$3,243.24
School Credit: \$395.03
Lottery Credit: \$0.00
Special Charges: \$0.00
Private Forest Crop Taxes: \$0.00
Woodland Tax Law Taxes: \$0.00

Tax Jurisdictions

WALWORTH COUNTY \$823.39
WILLIAMS BAY SCHOOL DISTRICT \$1270.97
GATEWAY TECHNICAL \$199.08
WAL CTY METRO SEWER \$0.00
VILLAGE OF WILLIAMS BAY \$989.70

Elected Officials / Voting Districts

Supervisory District: Joanne Laufenberg (D7)
State Representative: Tyler August (R) (Wisconsin's 31st Assembly District)
State Senator: Stephen Nass (R) (Wisconsin's 11th Senate District)
US Representative: Bryan Steil (R) (Wisconsin's 1st District)
US Senator: Ron Johnson (R), Tammy Baldwin (D)

Special Assessments / Charges

Soil Classification

Soil Type	Soil Name	Acres
MyB	MIAMI SILT LOAM, 2 TO 6 PERCENT SLOPES	2.7341
MwC2	MIAMI LOAM, 6 TO 12 PERCENT SLOPES, ERODED	2.0796

Property Address

139 CONGRESS ST WILLIAMS BAY

Legal Description

LOTS 7 TO 30 INCL. BAY VIEW SUB VILLAGE OF WILLIAMS BAY

Disclaimer

The information provided in this property information page is not official information. All official tax information is recorded in the Walworth County Treasurer's Office. To verify tax payment/payoff status, contact the Walworth County Treasurer's Office at 262-741-4251.

ORDINANCE #2026-_____
**AN ORDINANCE AMENDING SECTION 390-0310M. OF THE CODE OF ORDINANCES OF THE
VILLAGE OF WILLIAMS BAY CONCERNING TOURIST ROOMING HOUSES**

WHEREAS, the Building, Zoning and Ordinance Committee (BZO), having determined that it is necessary to amend Section 390-0310M. of the Code of Ordinances, which regulates tourist rooming houses, in order to provide greater clarity and certainty as to advertising requirements and other requirements for the proper and safe operation of tourist rooming houses, including regulations governing the proper use of tourist rooming houses by their occupants, and to provide for more effective enforcement of those regulations; and

WHEREAS, the Plan Commission of the Village of Williams Bay having held the duly noticed public hearing to address the proposed amendment to Section 390-0310M. of the Code of Ordinances; and

WHEREAS, following said public hearing, the Plan Commission having voted to recommend to the Village Board of the village of Williams Bay (Village Board) the ordinance amending Section 390-0310M. of the Code of Ordinances; and

WHEREAS, the (BZO) having recommended to the Village Board the adoption of an ordinance amending Section 390-0310M. of the Code of Ordinances, which regulates tourist rooming houses, order to accomplish the above stated purposes; and

WHEREAS, the Village Board having determined that it is appropriate to accept the recommendations of the BZO and the Plan Commission, and enact an ordinance amending Section 390-0310M. of the Code of Ordinances for the reasons advanced by the BZO, in order to promote and enhance the quality of life, public health and safety and general welfare of persons in the Village.

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

Section I. Section 390-0310M. of the Code of Ordinances of the Village of Williams Bay is hereby amended to read as follows:

§390-0310M. Tourist rooming house.

- M. Tourist rooming house. A dwelling unit available for stays for one to six consecutive days by paying guests, which may or may not be owner-occupied for parts of the year. These uses are often referred to as vacation rentals and include timeshare units. Where such units are rented for more than six but less than 30 consecutive days, such use shall not be considered tourist rooming houses but instead shall be considered short-term rentals, separately described and regulated in Chapter 205, Article III, Short-Term Rental of Residential Dwellings, of the Village Code. Where such units are leased for periods longer than 29 consecutive days, such use shall also not be considered tourist rooming houses, but shall instead be considered "single-family" dwellings, separately described and regulated under this chapter. Also not included within this land use category are "bed-and-breakfast establishments," "commercial indoor lodging," or "boarding houses."

- (1) Standards. Tourist rooming houses shall adhere to the following standards:

[Amended 8-20-2018 by Ord. No. 2018-6]

- (a) Advertising requirements. No person shall advertise, market, or list a property as a tourist rooming house prior to obtaining a license. All advertisements and listings must display the Village tourist rooming house license number and include the name and contact information of the property owner or designated agent. The license holder shall provide the Village with a list of all websites, platforms, and publications where the property is advertised.
- (b) Occupancy shall be limited to two persons per bedroom, plus an additional two persons. At no time may the number of guests exceed eight regardless of the number bedrooms in the dwelling unit.
- (c) The maximum stay for any party other than the owner of the premises shall be six consecutive days.
- (d) Events and parties. No outdoor events, parties, gatherings, or celebrations (including but not limited to weddings, graduations, reunions, bachelor parties, etc.) beyond the normal occupancy of the property shall be permitted at any tourist rooming house.
- (e) Designated operator. The property owner or designated agent must reside within 30 miles of the property and be available to respond to the Police Department or Village Hall within one hour and resolve issues within two hours in the event of an emergency or complaint. If a designated agent is used, the names, addresses, and 24-hour phone numbers of both the agent and the property owner must be provided to the Village Clerk, along with a copy of the management contract. Any changes must be updated within 15 days of the change.
- (f) The number of guest vehicles allowed on site is limited to no more than one vehicle per bedroom. No parking is permitted on lawns. A minimum of one space per each bedroom of off-street parking is required. On-street parking is prohibited. No recreational vehicle, camper, tent, or other temporary lodging arrangement may be used for living or sleeping purposes.
- (g) Solid waste disposal. Solid waste disposal practices must meet the standards set forth in Chapter 308 Solid Waste and Recycling, of the Code of the Village of Williams Bay with specific attention to §308-22 A. and B. regarding collection carts and C. which states that “No solid waste and recyclables shall be placed as herein required at the specified collection point sooner than 24 hours prior to the regularly scheduled collection time or be allowed to remain at the curb longer than 12 hours thereafter.”

- (h) Guest registry. Each license holder shall keep a registry of all guests including their names, addresses, phone numbers, and dates of stay. The registry shall be submitted quarterly to the Clerk with written certification by the property owner of guest registration and compliance (even if no room tax form is submitted for that quarter). The registry shall also be made available upon request by the Code Enforcement Officer or Clerk. The license holder shall maintain the above stated information for a period of not less than two years (current year and prior year).
- (i) Property rules. Property rules must be posted at the property near the front door. The property owner must also share property rules with all property owners within 500 feet of the tourist rooming house property.

Property rules must include the following minimum information:

- [1] Maximum occupancy of the property.
 - [2] Contact information for the designated operator.
 - [3] Where to park.
 - [4] Quiet hours of 10:00 p.m. to 7:00 a.m.
 - [5] Pet policy: no more than three pets are allowed at the property.
 - [6] No outdoor events as described in §390-0310M(1)(d).
 - [7] Outdoor burning regulations.
 - [8] Non-emergency contact information for law enforcement and fire.
 - [9] What to do with the garbage after the rental period is ended.
 - [10] Copy of the State of Wisconsin tourist rooming house license.
 - [11] Copy of the Village short-term rental license.
 - [12] Copy of the boating regulations if the property is located adjacent to a lake shore.
- (j) The appearance or use of the dwelling shall not be altered in a manner that would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or the emission of sounds, odors, dust or vibrations that carry beyond the premises.
 - (k) The availability of the tourist rooming house to the public shall not be advertised on site.
 - (l) The tourist rooming house must be licensed by the State of Wisconsin as required by state statute. Proof of valid State of Wisconsin tourist rooming house license must be posted near the front door.

- (2) License required.
- (a) Any person who maintains, manages or operates a tourist rooming house for more than ten (10) nights in a year shall obtain a permit under this §390-0310M. and pay the required fee. The license shall be valid for one year from the date of approval.
 - (b) A copy of the Wisconsin Department of Revenue Seller's Permit must be provided with the license application and maintained current.
 - (c) Insurance. All tourist rooming house properties must maintain valid property and liability insurance. Proof of insurance must be provided with the initial license application and upon renewal.
 - (d) Inspections and emergency access. A mandatory building and fire inspection report showing compliance with all applicable codes must be submitted prior to license approval. Annual inspections are required for license renewal. A KNOX box must be installed for emergency entry by fire and police personnel.
 - (e) License renewal. License renewal application and fees are due 45 days before the license expires. Each license shall be valid for one year from the date of approval. A late fee of \$250 shall be assessed for any renewal application submitted after the 45-day deadline.
- (3) Penalties for violations.
- (a) Operating without a license. Any person operating a tourist rooming house without a valid license shall be subject to a \$1,000 forfeiture, plus all past due room taxes for prior rentals if not yet paid. Each day of operation without a license constitutes a separate offense. Compliance with this Subsection 390-0310M. will be the responsibility of the property owner.
 - (b) Major violations of are subject to forfeitures and license revocation.

Major violations include:

- [1] Rental marketing that does not include the license number or falsely advertises the property;
- [2] No designated operator within 30 miles of the property;
- [3] Failure to display the license number as required;
- [4] Failure to pay room tax and submit timely reporting;
- [5] Failure to pay annual license fees;
- [6] Failure to report rentals from all forms of advertising in conjunction with room tax payment;
- [7] Having another rental arrive during another guest's rental period;
- [8] Illegal activity on the property.

- (c) Penalties for major violations are based on the number of violations in a rolling 12-month period as follows:
 - [1] First offense: \$250 forfeiture per day of violation plus court costs until rectified;
 - [2] Second offense: \$500 forfeiture per day of violation plus court costs until rectified; 3-month suspension of license;
 - [3] Third offense: \$1,000 forfeiture per day of violation plus court costs until rectified; Permanent revocation of license and no future ability to obtain a license for the property.
- (d) A reinspection fee shall be required after any major violation before the license can be reinstated.
- (e) Minor violations may be caused by renters or guests of a rental. Minor violations include, but are not limited to: noise complaints, disruptive behavior by occupants, refuse container placement or removal violations, or law enforcement intervention. The first two minor violations within a 12-month period shall be upgraded to constitute one major violation. Each additional minor violation within the same 12-month period shall constitute an additional major violation.
- (4) The total number of tourist rooming houses permitted in the Village shall not exceed 15.

[Amended 6-20-2022 by Ord. No. 2022-03]

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

Approved by the Village Board the Village of Williams Bay this _____ day of _____, 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

First Reading: _____

Second Reading: _____

Date Adopted: _____

Date Published: _____

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-23-26**

APPROVING EASEMENT ON WOP 00109 FOR TDS METROCOM, LLC FIBER OPTICS

WHEREAS, TDS Metrocom, LLC (TDS), filed with the Village of Williams Bay (Village) Conveyance of Exclusive Easement (Easement) for the installation of fiber optics related equipment in an area measuring 16' x 16' on Village-owned property located at the southeast corner of Williams Street and Olive Street (WOP 00108), which is primarily used for the Village Water Well Pump House; and

WHEREAS, on January 19, 2026, the Village of Williams Village Board, as recommended by the Village Water & Sewer Committee and Finance & Personnel Committee, approved Resolution R-03-26 approving the Easement for TDS Metrocom, LLC; and

WHEREAS, after this approval, TDS staked the location of the improvements which was determined to be located too close to the existing water well pump house building and potential expansion; and

WHEREAS, based upon this conflict, TDS Metrocom, LLC (TDS), filed with the Village of Williams Bay (Village) the attached (Exhibit A) Conveyance of Exclusive Easement (Easement) for the installation of fiber optics related equipment in an area measuring 16' x 16' on Village-owned property located at the southeast corner of Williams Street and Olive Street (WOP 00109), which is vacant and immediately adjacent to WOP 00108 that is primarily used for the Village Water Well Pump House; and

WHEREAS, on March 2, 2026 the Water and Sewer Committee and Finance & Personnel Committee recommended approval of the Easement for TDS Metrocom, LLC; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Village Water & Sewer Committee and Finance & Personnel Committee, determined that it is in the best interests of the Village and its residents to approve the Easement for TDS Metrocom, LLC

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby approves the Easement, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jarmillo, Village President

Attest: _____
Tina Kolls, Village Clerk

EXHIBIT A

(Conveyance of Easement for TDS Metrocom, LLC on WOP 00109)

**CONVEYANCE OF
EXCLUSIVE EASEMENT**

DOCUMENT NO.

This Conveyance of Exclusive Easement (including exhibits hereto, this "Conveyance") is made as of the ____ day of _____, 20____ by Village of Williams Bay, a municipal corporation, its successors and assigns ("Grantor").

WHEREAS, GRANTOR is the owner of that certain land Located in part of Lot 3 of Block 8 of the Map of Addition Number One to the Village of Williams Bay recorded as Document No. 120649, and part of the Northeast Quarter of the Northeast Quarter of Section 1, Township 1 North, Range 16 East, Village of Williams Bay, Walworth County, Wisconsin and more particularly described on Exhibit "A" ("Burdened Parcel") attached hereto and made a part hereof; and

NOW, THEREFORE, for valuable consideration of Five Thousand Dollars (\$5,000.00) and other good and valuable consideration, Grantor does hereby give, grant and convey to **TDS Metrocom, LLC**, its successors and assigns ("Grantee"), an "exclusive" perpetual easement upon, in, under, over, across, and along the Burdened Parcel ("Easement") to construct, use, maintain, operate, alter, add to, repair, replace, and/or remove its facilities consisting of underground cables, wires, conduits, and for above ground equipment, cabinets, and appurtenances for communication and/or other purposes, together with the right to have commercial electrical service extended across, and under a portion of the certain real property more particularly described as follows:

RETURN TO

Attn: Sean Murray
Permit/Construction
525 Junction Road
Madison WI 53717

Parcel Identification Number:
WOP 00109

Commencing at the Northeast Corner of said Section 1; thence South 00 degrees 35 minutes 52 seconds East along the East Line of the Northeast Quarter, a distance of 1167.29 feet; thence North 90 degrees 00 minutes 00 seconds West, a distance of 815.15 feet to the Point of Beginning; thence South 00 degrees 42 minutes 15 seconds East parallel to the East Right-of-Way (ROW) Line of Williams Street, a distance of 16.00 feet; thence South 89 degrees 17 minutes 45 seconds West perpendicular to said East ROW Line, a distance of 16.00 feet to said East ROW Line; thence North 00 degrees 42 minutes 15 seconds West along said East ROW Line, a distance of 16.00 feet; thence North 89 degrees 17 minutes 45 seconds East perpendicular to said East ROW Line, a distance of 16.00 feet to the Point of Beginning.

1. **Grantee** may construct, use, maintain operate, alter, add to, repair, replace, and/or remove its facilities consisting of electronic telecommunications cabinets, overhead and underground cables, wires, ducts and conduits, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, together with commercial electrical service extended upon, in, under, over, across, and along an easement area, **16x16** along those portions of the Burdened Parcel ("Easement Area") as more particularly described and depicted on Exhibit A.
2. **Grantee** shall have the right of ingress to and egress from the land of the Grantor for the purpose of exercising the rights herein granted, and the right to cut down and control the future growth of all trees and brush which may, in Grantee's sole but reasonable judgment, interfere with Grantee's use of the Easement.
3. **Grantee** agrees that it will pay the reasonable value of actual physical damage done to the Burdened Parcel, arising at any time out of the exercise by it of the rights herein granted.

4. **Grantor** covenants not to erect any structure upon the aforesaid real property that would interfere with Grantee's use of said easement and this covenant shall be binding upon Grantor's successors and assigns.
5. **Grantor** agrees that all facilities consisting of poles, pedestals, underground cables and wires, and for appurtenances for communication and/or other purposes pertaining to the operation of Grantee's telecommunications systems, installed on or above the Burdened Parcel at the Grantee's expense shall remain the property of the Grantee, removable at the option of the Grantee.
6. **Grantor** reserves for itself and its successor and assigns the right to use any portion of the Burdened Parcel, within or without the Easement Area, in any reasonable manner, provided such use does not interfere with or unduly inconvenience Grantee's full use and enjoyment of the Easement granted to Grantee herein.
7. **Grantor** covenants that they are the owners of the above-described lands, and the said lands are free and clear of encumbrances and liens of whatsoever character, except those personally held by the Grantor.
8. **Grantee** agrees that in the event Grantee ceases to make use of the Burdened Parcel for purposes pertaining to its telecommunications systems, Grantee shall, within 30 days of its ceasing to make use of the Burdened Parcel, notify Grantor in writing and this Easement shall terminate as of the date of said notification. In the event Grantee fails to so notify Grantor, then ten (10) days from the date of written notice from Grantor to Grantee, this Easement shall terminate.
9. **Grantee** shall, within six (6) months of the date of termination of this Easement, remove all of its facilities from the Burdened Parcel. In the event Grantee fails to so remove its facilities from the Burdened Parcel, the facilities shall be deemed abandoned and Grantor may, at its election, remove the facilities and bill the cost for removal to Grantee, payable within 30 days from the date of billing.

TDS TELECOM USE ONLY Company No. <u>0900</u> Easement No. <u>EWBY-25-001</u> Exchange No. <u>0045</u> WBS Element: <u>TC-223045022</u>
--

DATED: _____

By _____ (SEAL)
[Name]

By _____ (SEAL)
[Name]

STATE OF _____)
County of _____) SS.

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said State, personally
Appeared _____ known
to me to be the person(s) whose name(s) are subscribed to the within instrument, and acknowledged to me that they executed the same.

Witness my hand and official seal

Signature of Notary

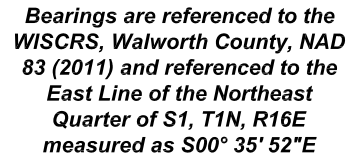
Printed Name of Notary

Notary Public _____ County,

My Commission Expires: _____, 20____

The instrument was drafted by: Sean Murray, TDS Telecommunications Corporation
Insertions by: Roxann R Holda, Mi-Tech

LOCATED IN PART OF LOT 3 OF BLOCK 8 OF THE MAP OF ADDITION NUMBER ONE TO THE VILLAGE OF WILLIAMS BAY RECORDED AS DOCUMENT NO. 120649, AND PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 16 EAST, VILLAGE OF WILLIAMS BAY, WALWORTH COUNTY, WISCONSIN



**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-25-26**

**A RESOLUTION APPROVING QUOTE FOR A LAWN MOWER
(Reinders)**

WHEREAS, the Village of Williams Bay existing lawn mower is in need of replacement; and

WHEREAS, the Village of Williams Bay Capital Improvement Plan (CIP) includes \$32,000 for the purchase of a replacement lawn mower in 2026; and

WHEREAS, the Director of Public Works requested quotes through Sourcewell and is requesting approval of the enclosed quote from Reinders for a Toro Groundmaster 3200 2WD-Diesel in the amount of \$27,638.58; and

WHEREAS, on March 2, 2026, the Village of Williams Bay Streets & Highway Committee and Finance & Personnel Committee determined that it is in the best interests of the Village to recommend approval of the attached quote from Reinders for a Toro Groundmaster 3200 2WD-Diesel in the amount of \$27,638.58 "Exhibit A" from borrowed funds; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Committees, determined that it is in the best interests of the Village and its residents to authorize the Quote from Reinders for a Toro Groundmaster 3200 2WD-Diesel in the amount of \$27,638.58 "Exhibit A" from borrowed funds.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby authorizes the recommended purchase, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, Village President

Attest: _____
Tina Kolls, Village Clerk

EXHBIT A

(Reinders Quote for a Toro Groundmaster 3200 2WD-Diesel Lawn Mower)

DRAFT

Reinders

Quote

Account: 174326

Williams Bay Village

P.O. Box 580

Williams Bay, WI 53191

Attn: Wayne Edwards

Prepared By:

Ryan Maier

Territory Manager

13400 Watertown Plank Rd.

Elm Grove, WI 53122-2227

Cell (262) 443-0363

Fax (847) 678-5511

rmaier@reinders.com

<u>Quote ID</u> 02430039 GM32002WD	PRICE SUBJECT TO CHANGE
<u>Quote Date</u> 2/23/26	Contract Quote

Sourcewell #112624-TTC / Omnia #2023261

QTY	CODE	DESCRIPTION	PRICE DETAILS
1	31900A	Groundsmaster 3200 2WD-Diesel	\$19,876.74
1	31973	72 Inch Rear Discharge Deck	\$4,882.80
1	32302	Mechanical Suspension Seat	\$798.72
1	31979	Recycler Kit	\$420.42
1	114-4096	Weight Kit (42 Lbs)	\$147.72
1	137-2593	Front Tire And Rim Assembly	\$390.69
1	138-0310	Rear Tire And Rim Assembly	\$251.51



Configured Contract Price:	\$26,768.60
Dealer Assembly & Delivery:	\$869.98
Trade Totals:	<u>\$0.00</u>
Purchase Price:	\$27,638.58

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-26-26**

**A RESOLUTION APPROVING QUOTE FOR A UTILITY VEHICLE
(Johnson Tractor, Inc.)**

WHEREAS, the Village of Williams Bay existing utility vehicle is in need of replacement; and

WHEREAS, the Village of Williams Bay Capital Improvement Plan (CIP) includes \$30,000 for the purchase of a replacement utility vehicle in 2026; and

WHEREAS, the Director of Public Works requested quotes through Sourcewell and is requesting approval of the enclosed quote from Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 in the amount of \$34,987.16; and

WHEREAS, on March 2, 2026, the Village of Williams Bay Streets & Highway Committee and Finance & Personnel Committee determined that it is in the best interests of the Village to recommend approval of the quote from Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 in the amount of \$34,987.16 "Exhibit A" from borrowed funds; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Committees, determined that it is in the best interests of the Village and its residents to authorize the Quote from Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 in the amount of \$34,987.16 "Exhibit A" from borrowed funds.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby authorizes the recommended purchase, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, Village President

Attest: _____
Tina Kolls, Village Clerk

EXHBIT A

(Johnson Tractor, Inc. for a Kubota RTVX2C-PKLHS-1 UTV in the amount of \$34,987.16)

DRAFT

Edwards, Wayne
140055
Village of Williams Bay
wedwards@vi.williamsbay.wi.gov
262-903-1764

Quote Provided By
JOHNSON TRACTOR, INC.
Davis Brian
20508 Oak Grove Rd
Harvard, IL 60033
email: briand@johnsontractor.com
phone: 6087512956

-- Standard Features --

-- Custom Options --



V Series

RTVX2C-PKLHS-1

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model Kubota D1105
3 Cyl. 68.5 cu in
+23.3 Gross Eng HP
75 Amp Alternator

TRANSMISSION

VHT-X
Variable Hydro Transmission
Forward Speeds:
Low 0 - 15 mph
High 0 - 25 mph
Reverse 0 - 17 mph
Limited-slip Front Differential
Rear differential lock

HYDRAULICS

Hydrostatic Power Steering
with manual tilt-feature
Hydraulic Cargo Dump
Hydraulic Oil Cooler

FLUID CAPACITY

Fuel Tank 7.9 gal
Cooling 8.3 qts
Engine Oil 4.3 qts
Transmission Oil 1.8 gal
Brake Fluid 0.4 qts

CARGO BOX

Width 57.7in
Length 40.5 in
Depth 11.2 in
Load Capacity 1102 lbs
Vol. Capacity 15.2 cu ft

+ Manufacturer Estimate

TIRES AND WHEELS

ATV Tire 25 x 10 - 12, 6 ply
HDMP Tires 25 x 10 - 12, 6 ply

KEY FEATURES

Factory Cab with A/C, Heater,
Defroster
Digital Multi-meter
Fully-opening roll-down side
windows
Speedometer
Pre-wired w/ speakers/antenna for
stereo
Front Independent Adjustable
Suspension
Rear Independent Adjustable
Suspension
Brakes - Front/Rear Wet Disc
Rear Brake Lights / Front
Headlights
2" Hitch Receiver, Front and Rear
Deluxe 60/40 split bench seats
with driver's side seat adjustment
Underseat Storage Compartments
Deluxe Front Guard
(radiator guard, bumper, and lens
guard)

DIMENSIONS

Width 63.2 in
Height 81.9 in
Length 120.3 in
Wheelbase 80.5 in
Tow Capacity 1300 lbs
Ground Clearance 10.4 in
Suspension Travel 8 in
Turning Radius 13.1 ft

SAFETY EQUIPMENT

SAE J2194 & OSHA 1928 ROPS
Horn
Dash-mounted Parking Brake
Spark Arrestor Muffler
Retractable 2-point Seat Belts

RTVX2C-PKLHS-1 Base Price: \$32,949.00

Selected Kubota Attachments

(1) Turn Signal/Hazard Light Kit K7741-99610-Turn Signal/Hazard Light Kit	\$298.02
(1) LED FRONT WORK LIGHTS KIT (2) 77700-11811-LED FRONT WORK LIGHTS KIT (2)	\$184.99
(1) LED REAR WORK LIGHT KIT (1) 77700-11812-LED REAR WORK LIGHT KIT (1)	\$99.99
(1) STROBE LIGHT MOUNT KIT 77700-VC5058-STROBE LIGHT MOUNT KIT	\$187.95
(1) SINGLE SIDE MIRROR - CAB (1) 77700-V5059-SINGLE SIDE MIRROR - CAB (1)	\$118.82

Total Kubota Attachments: \$889.77

Total Attachments: \$889.77

Configured Price: \$33,838.77

Sourcewell Discounts:

Kubota Items: (\$7,444.53)

Total Discount: (\$7,444.53)

SUBTOTAL: \$26,394.24

Kubota Item Fees:

Dealer Assembly: \$311.67

Freight Cost: \$881.25

PDI: \$400.00

Boss V Plow with hydraulics installed \$7,000.00

Total Unit Price: \$34,987.16

Quantity Ordered: 1

Final Sales Price: \$34,987.16

Purchase Order Must Reflect Final Sales Price.**To order, place your Purchase Order directly with the quoting dealer**

*All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

**VILLAGE OF WILLIAMS BAY
ORDINANCE NO. R-27-26**

**A RESOLUTION AUTHORIZING THE PURCHASE OF A
REPLACEMENT SNOW PLOW TRUCK REQUIRED EQUIPMENT
(Casper's Truck Equipment)**

WHEREAS, the Village of Williams Bay Capital Improvement Plan includes \$300,000 for the purchase of a replacement snowplow truck in 2026; and

WHEREAS, on November 18, 2024, the Village of Williams Village Board, as recommended by the Finance & Personnel Committees, determined that it was in the best interests of the Village and its residents to authorize the Quote in the amount of \$127,084.00 from Lakeside International for the purchase of a new International Chassis for the purchase of a late 2025 production to avoid the anticipated production year cost increase; and.

WHEREAS, Director of Public Works is requesting requested authorization of the enclosed quote from Casper's Truck Equipment to purchase the required equipment for this snowplow truck chassis in the amount of \$161,085.94.

WHEREAS, the total cost for the snowplow truck being \$288,169.94; and

WHEREAS, on March 2, 2026, the Village of Williams Bay Finance & Personnel Committees determined that it is in the best interests of the Village to recommend approval of the attached quote from Casper's Truck Equipment for the required snowplow equipment for the new International Chassis "Exhibit A" by borrowed funds; and

WHEREAS, on March 2, 2026, the Village of Williams Village Board, as recommended by the Finance & Personnel Committees, has determined that it is in the best interests of the Village and its residents to authorize the Quote from Casper's Truck Equipment for the required snow plow truck equipment.

NOW, THEREFORE, the Village Board of the Village of Williams Bay, County of Walworth, State of Wisconsin, do hereby ordain as follows:

Section I: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section II: Approval. The President and Board of Trustees hereby authorizes the recommended purchase, therefore.

Approved by the Village Board of the Village of Williams Bay this 2nd day of March 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

EXHIBIT A

(Quote from Casper's Truck & Equipment for Required Snow Plow Truck Equipment)

DRAFT



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

Quote #: 5744
Account: Village of Williams Bay
Name:
Address: 250 Williams Street
Williams Bay, WI 53191

Date: 2-10-2026
Email:
Phone:
Submitted By: Tony Myslicki
Notes:

Year:	Make:	Model:	Color:	VIN:
Single/Dual:	Cab-Axle:	Wheelbase:	Truck #:	Cab Type:

A. Henderson Mark E 10' Stainless Steel Dump Body

1. 10' long x 86" I.D., 52" front, 30" sides, 38" tailgate 6.6/8.4 cu. Yard capacity
2. Unibody design (no crossmembers)
3. 8" I-beam longitudinals full welded to floor
4. One piece 201 stainless steel 7 ga. sides and front head sheet
5. One piece 1/4" AR 400 / 180,000 psi tensile strength seamless floor. Side sheets are joined to floor by a formed 5" radius not a weld in radius
6. Boxed top rail, and rub rail slope outward for dirt - shedding
7. 6 panel tailgate
8. Seven gauge 201 stainless steel full depth rear corner posts
9. Ladder mounted at driver side front and passenger side front
10. Bustin stainless steel walk rail mounted to both sides of body
11. Six panel double acting 7 ga. 201 stainless steel tailgate has full perimeter boxing with one (1) intermediate horizontal brace and two (2) vertical braces
12. Tailgate latches are flame cut steel and are mounted to a 1/4" stainless steel reinforcing plate attached to the body by continuous seam welding for extra strength and reliability, 1-1/4" upper and lower pins.
13. Double acting air trip release
14. 16" x 78" cab shield with oval light holes facing rearward
15. OSHA approved body prop
16. Trunnion mount hoist with internal doghouse
17. Mailhot CS/G4 double acting telescopic cylinder with a 2 year warranty
18. 6" x 8" x 1/2" structural angle rear hinge assembly with 1 1/2" diameter 303 stainless steel pins connected through 2" hinge blocks
19. One piece wiring harness for rear clearance lights and recessed stop/turn/tail lights
20. Body is chemically cleaned with a phosphate solution natural 2B stainless steel finish, underside factory black
21. Two (2) year cylinder warranty / 1 year body warranty
22. Installed complete

B. Universal CST-11-43 Snow Plow

1. 10ga. Moldboard with integral snow shield
2. Plow portion of loop hitch
3. Reversing cylinders are mounted above the push frame
4. Dead end cylinders are equipped with brass bushings for extended wear
5. Full trip plow
6. Attack angle is adjustable 5, 10, & 20 degree angles
7. Push frame is 102" wide, constructed with 3/8" x 4" x 4" square tubing, eight (8) 1/2" ribs, fully welded, six (6) main hinge pivot points with the furthest hinge point extending about 20" from the end of the plow

Submitted by: All Sales Tax and FET Tax will be added
Quote firm 30 days Terms: Net 30 days

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____

Date Accepted: _____

PO# _____

Thank You for the opportunity to submit our quote for your consideration

8. 3/8" x 2 1/2" x 2 1/2" top angle with drainage holes
9. Plow is 100% continuously welded
10. 5/8" x 8" cutting edge with standard AASHO punch
11. Curb shoes on curb side of plow
12. Rubber snow flap, 3-ply, 1/2" thick x 12" wide
13. Plow end markers
14. Crank adjustable parking stand
15. Moldboard and push frame painted black
16. Installed complete

C. Universal Pin and Loop Hitch

1. Fold down lift arm for when plow is not in use
2. Double acting plow lift cylinder
3. OEM bumper installed onto truck
4. Installed complete

D. Universal AHW/UTF-9 Front Mount Wing

1. Moldboard is 9' long x 30" at the front tapering to 38" at the rear
2. 3/16in. moldboard thickness
3. 1-1/2" main pivot bolt, with castle nut and cotter key
4. Eight (8) 1/2" ribs, fully welded
5. 3-1/2" x 10" toe cylinder with 2" Nitrided Rod
6. 4" x 13" heel cylinder with 2" Nitrided Rod
7. Single push arm
8. Trip edge with individually replaceable springs
9. Wing stop to prevent damage from wing
10. Up to 12-1/4" of mechanical float at the toe
11. Four (4) 1" thick horizontal floating links
12. Two (2) 3/4" thick vertical connecting links
13. Four (4) 1 1/2" link bolts with 8" bushings and grease zerks
14. 1/2" thick mounting for the slab
15. Floating link arm at the heel
16. 5/8" x 8" cutting edge with standard AASHO punch (250-350 Brinell hardness)
17. Moldboard painted black
18. Pushframe and hardware painted black
19. Curb shoe and cutting edge shoe
20. Installed complete

E. Varitech 150 Gallon Tailgate tank

1. 150 Gallon Tailgate prewet tank
2. Stainless steel mounting hardware
3. Installed

Submitted by: _____

All Sales Tax and FET Tax will be added
Quote firm 30 days

Terms: Net 30 days

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____

Date Accepted: _____

PO# _____

Thank You for the opportunity to submit our quote for your consideration

F. Force America Hydraulic System

1. Chelsea 280 series Hot Shift PTO
2. TXV92 load sense hydraulic pump
3. 2" x 2" externally mounted suction strainer with by-pass
4. Full port 2" NPT brass ball valve, 600 psi
5. Add-A-Stack 4020 Series valve mounted in stainless steel enclosure to operate:
 - a. Double acting hoist
 - b. Double acting plow lift
 - c. Double acting plow angle
 - d. Double acting wing toe
 - e. Double acting wing heel
 - f. Auger
 - g. Spinner
 - h. Pre-wet
 - i. Slurry for TGS spreader
6. 30 gallon stainless steel reservoir with in tank filter
7. Low oil/high temp warning on dash
8. Manual cable controls to operate *with remote standby and blast buttons on the plow joystick*
 - a. Plow with dual axis control lever
 - b. Wing with dual axis control lever
 - c. Hoist with locking single axis control lever
9. Double relief cushion valve
10. **5100** Spreader control for operation of spreader and liquid functions
11. Shut off valves on fuel and hydraulic suction lines
12. Installed complete

G. Lighting and Accessories

1. Oval LED stop/tail/turn in the rear corner posts
2. Triton Oval LED amber green strobes lights mounted in the rear corner post
3. Triton Oval LED amber green strobe lights mounted in light boxes on top of cabshield facing rearward
4. Amber LED light to show on spinner
5. Amber LED light to show on wing
6. Minimizer fenders with three light holes for two (2) LED stop/tail/turn lights and one (1) back up light on each fender
7. Body up light mounted in dash
8. Triton TMB159AG Amber Green light bar with self-leveling bracket mounted to cabshield
9. Back up alarm
10. Triton LED heated plow lights mounted to hood with stainless steel brackets
11. Installed complete

Submitted by: _____ All Sales Tax and FET Tax will be added
Quote firm 30 days Terms: Net 30 days

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____

Date Accepted: _____

PO# _____

Thank You for the opportunity to submit our quote for your consideration



Appleton
700 Randolph Drive
Appleton, WI 54913
Phone: (920) 687-1111
Fax: (920) 687-1122

Milwaukee
12655 W. Silver Spring Rd
Butler, WI 53007
Phone: (262) 544-5404
Fax: (800) 261-0383

H. Henderson TGS Spreader

1. 201 SS undertailgate spreader
2. Standard mounting kit
3. Adjustable baddle to direct spread
4. Single Standard Discharge on left hand side NOT Far Left
5. Slurry tube installed
6. Henderson Stainless Steel Spill Shields
7. Installed

Total: \$161,085.94

Required Deposit: \$40,000.00

Estimated Equipment Arrival Date: 260 Days