



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, JUNE 1, 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/TcKVoc_76ts?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. Joint Village Board Committee of the Whole & Committees Meeting Minutes of May 4, 2026
- d. 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.*

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

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on the Wisconsin Department of Natural Resources Compliance Maintenance Annual Report (CMAR) For Year 2025
- d. Village Engineers Report
- e. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Approval of Streets & Highways Committee Meeting Minutes: April 1, 2026
- d. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on Request for Refund on Boat Slip Lease Agreement for Slip West 2
- d. Discussion and Possible Action on the Waiver of Fees for Village Events at Village Owned Properties
- e. Williams Bay Library Request For Proposal (RFP) For Design Services for Improvements to the Existing Library Building. *Informational*
- f. Discussion and Possible Action on Ad-hoc Tree Committee Phase IV Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and Approval of Fundraising Amounts
- g. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Village Code Parking Regulations - *Informational Update*
- d. Building Inspectional Services - *Informational Update*
- e. Adjourn

VI. Protective Services Committee – Vlach, Umans, Franzen

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on the Application from the Williams Bay Business Association (WBBA) for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Fiesta by the Lake" Event on June 20, 2026
- d. Discussion and Possible Action on the Application from the Williams Bay Fire Department for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Chicken Roast" Event on July 18, 2026
- e. Discussion and Possible Action on 2026 Alcohol and Tobacco License Renewals
- f. Fontana Emergency Medical (EMS) Monthly Numbers
- g. Williams Bay Police Chief's Monthly Report
- h. Williams Bay Police Department Monthly Numbers
- i. Discussion and Possible Action on Proposals Received for Williams Bay Fire Protection Services
 - 1. Town of Delavan - Proposal for Fire Protection Services
 - 2. Village of Fontana - Proposal for Fire Protection Services
- j. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Discussion and Possible Action on Proposals Received for Williams Bay Fire Protection Services
 - 1. Town of Delavan - Proposal for Fire Protection Services
 - 2. Village of Fontana - Proposal for Fire Protection Services

- d. Discussion and Possible Action on Amending The 2026 Village of Williams Bay Budget to Include Funding for Police Department Community Service Officer and New Administrative Offices Operational Expenses
- e. Discussion and Possible Action on the Waiver of Fees for Village Events at Village Owned Properties
- f. 2026 Borrowing - *Informational Status Update*
- g. 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 Proposals Received for Williams Bay Fire Protection Services
 - a. Town of Delavan - Proposal for Fire Protection Services
 - b. Village of Fontana - Proposal for Fire Protection Services
- 2. R-37-26 Resolution Approving the Application by the Williams Bay Business Associations (WBBA) for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Fiesta by the Lake" Event on June 20, 2026
- 3. R-38-26 Resolution Approving the Application from the Williams Bay Fire Department for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Chicken Roast" Event on July 18, 2026
- 4. R-39-26 Approving The 2026 Village of Williams Bay Budget Amendment #1, Including Funding for Police Department Community Service Officer and New Administrative Offices Operational Expenses
- 5. Discussion and Possible Action on Ad-hoc Tree Committee Phase 4 Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and Approval of Fundraising Amounts
- 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: 05/29/2026 5:00 PM



VILLAGE OF WILLIAMS BAY

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Phone: 262-245-2700

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

MONDAY, MAY 4, 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/RUCGTMM9ZDM?FEATURE=SHARE](https://youtube.com/live/rucgtmm9zdm?feature=share)

I. Village Board Committee of the Whole

a. Call to Order

President Jaramillo called the meeting to order at 07:08pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

- #### 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 April 6, 2026

The motion to approve the Joint Village Board Committee of the Whole & Committees Meeting Minutes of April 6, 2026 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

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

a. Call to Order

Chairman Trustee Russell called the meeting to order at 07:10pm.

b. Roll Call

Present: Trustees Russell and Wright

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

Timm, Public Works Director Edwards, Zoning Administrator Schwark, Treasurer Thiele, Clerk Kolls

Excused: Trustee Vlach

- c. Discussion and Possible Action on 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes

The motion to recommend the Finance & Personnel Committee approve the 2026 Memorandum of Understanding between the Village of Williams Bay and the Town of Linn for the purchase of Beach passes was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

- d. Boat Launch Cashless Payments - *Informational Update*

Trustee Russell gave a brief update on the boat launch going cashless for payments.

- e. Village Boat Pier Installation - *Informational Update*

Trustee Russell gave a brief update on Village Boat Pier Installation.

- f. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Wright at 07:14pm. Unanimously carried.

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

- a. Call to Order

Chairman Trustee Umans called the meeting to order at 07:14pm.

- b. Roll Call

Present: Trustees Umans, Russell and Bartholomew

Also Present: President Jaramillo, Trustees Wright and Franzen, Administrator Lothspeich, Police Chief Timm, Public Works Director Edwards, Zoning Administrator Schwark, Treasurer Thiele, Clerk Kolls

Excused: Trustee Vlach

- c. Village Engineers Report

Village Engineer Snyder was not present. The Committee discussed the report.

- d. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Bartholomew at 07:19pm. Unanimously carried.

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

- a. Call to Order

Chairman Trustee Bartholomew called the meeting to order at 07:19pm.

- b. Roll Call

Present: Trustees Bartholomew, Franzen and Wright

Also Present: President Jaramillo, Trustees Umans and Russell, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

- c. Approval of Streets & Highways Committee Meeting Minutes: April 1, 2026

The motion to table the Approval of Streets & Highways Committee Meeting Minutes: April 1, 2026 was initiated by Bartholomew and seconded by Wright. Franzen Abstained. Motion carries.

- d. Discussion and Possible Action on the State of Wisconsin Department of Economic Development Vibrant Spaces Grant

The Committee gave direction to staff to ask Baxter and Woodman for a proposal for an Environmental Impact Study.

- e. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Wright at 07:27pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Franzen called the meeting to order at 07:27pm.

b. Roll Call

Present: Trustees Franzen and Russell

Also Present: President Jaramillo, Trustees Umans, Wright and Bartholomew, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

c. Discussion and Prioritization of Current Code Review Priorities

Trustee Franzen gave a brief update on the prioritization of current code review.

d. Adjourn

The motion to adjourn was initiated by Trustee Franzen and seconded by Trustee Russell at 07:35pm. Unanimously carried.

VI. Protective Services Committee – Vlach, Umans, Franzen

a. Call to Order

Trustee Umans called the meeting to order at 07:35pm.

b. Roll Call

Present: Trustees Umans and Franzen

Also Present: President Jaramillo, Trustees Wright, Bartholomew and Russell, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

c. Discussion and Possible Action on Proposals for Williams Bay Fire Protection Services; (1) Town of Delavan and (2) Village of Fontana

The Committee discussed the Williams Bay Fire Protection Services.

d. Fontana Emergency Medical (EMS) Monthly Numbers

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

e. Williams Bay Police Chief's Monthly Report

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

- Officer Scurto is moving on to phase 3 for the next four (4) weeks.
- May 15, 2026 Officer Carlton will be

f. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Williams Bay Police Department Monthly Numbers.

g. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Franzen at 08:09 pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Wright called the meeting to order at 08:09pm.

b. Roll Call

Present: Trustees Wright, Umans and Bartholomew

Also Present: President Jaramillo, Trustees Russell and Franzen, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

c. Approval of Finance and Personnel Committee Meeting Minutes of April 27, 2026

The motion to approve the Finance and Personnel Committee Meeting Minutes of April 27, 2026 as corrected was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

d. Discussion and Possible Action on 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes

The motion to recommend Village Board approval of the 2026 Memorandum of Understanding between the Village of Williams Bay and the Town of Linn for the purchase of beach passes was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

e. Discussion and Possible Action on a Contract with Janesville Janitor Service & Industrial Supply Inc. for Regular Janitorial Services for Village Administrative Offices Located at 121 N. Walworth Street

The motion to recommend Village Board approval of a Contract with Janesville Janitor Service & Industrial Supply Inc. for Regular Janitorial Services for Village Administrative Offices Located at 121 N. Walworth Avenue as corrected was initiated by Trustee Wright and seconded by Trustee Bartholomew. Unanimously carried.

f. Discussion and Possible Action on Williams Bay Police Department Community Service Officer Funding, Including Possible Amendment to the Current Year Budget 2026

The motion to recommend Village Board approval of the Williams Bay Police Department Community Service Officer Funding to come from the elimination of the Williams Bay Dive Team and the remaining to come from the 2024 surplus was initiated by Trustee Wright and seconded by Trustee Umans. Trustee Wright No. Motion carries.

g. Discussion and Possible Action on Proposals Received for Williams Bay Fire Protection Services

The Committee took no action on this item.

1. Town of Delavan - Proposal for Fire Protection Services
2. Village of Fontana - Proposal for Fire Protection Services

h. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Umans at 08:20pm. Unanimously carried.

VIII. Village Board Committee of the Whole

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

1. R-32-26 Resolution Approving 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes

The motion to approve Resolution R-32-26 Approving 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes was made by Committee, no second required. Unanimously carried.

2. Closed Session. Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Yerkes Future Foundation (YFF) Development Agreement. *There will be no action taken or discussion following Open Session. The earliest that any action will be taken on this item will be the next regularly scheduled Village Board Meeting on Monday, May 18, 2026.*

The motion to move into Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Yerkes Future Foundation (YFF) Development Agreement

was initiated by Trustee Franzen and seconded by Trustee Russell at 8:27 PM

Votes:

Yes: President Jaramillo, Trustees Bartholomew, Umans, Wright, Russell, and Franzen

No: None

Abstain: None

Result: Passes

- 3. Return to Open Session.** There will be no action taken or discussion following Open Session. The earliest that any action will be taken on this item will be the next regularly scheduled Village Board Meeting on Monday, May 18, 2026.

The motion to return to open session was initiated by Trustee Russell and seconded by Trustee Wright at 08:44pm. Unanimously carried.

- b. Adjourn**

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Russell at 08:44pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

IX. Other Items

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

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 **2025**

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Jennifer Thiele"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="262-245-2700"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="Treasurer@vi.williamsbay.gov"/></p>																	
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0																
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																	
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 150px;" type="text" value="141,621.05"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="5,271.78"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="146,892.83"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="141,621.05"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 150px;" type="text" value="5,271.78"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="146,892.83"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="0.00"/>	
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3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="146,892.83"/>														
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="0.00"/>														

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 2025

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 146,892.83

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Only interest added.

3.3 What amount should be in your Replacement Fund?

\$ 146,872.83

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Lift Station 5 Replacement	\$1,800,000	2027
2	Sewer Repair or Relining	\$300,000	2026

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 **2025**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	11,677	126
February	11,575	134
March	10,002	76
April	8,345	42
May	5,389	28
June	4,487	32
July	5,957	42
August	5,712	98
September	4,743	33
October	4,738	33
November	5,886	50
December	5,815	113
Total	84,326	807
Average	7,027	67

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 2025

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Verify that pumps are at rated capacity and within nameplate power.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 2025

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Finish Harris Road Lift Station and begin sewer repair design for LS 4 gravity system and easements north of W. Geneva Street.

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Village Ordinance 295

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2010-02-15

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 2025

- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- A description of routine operation and maintenance activities (see question 2 below)
- Capacity assessment program
- Basement back assessment and correction
- Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input style="width: 60px; text-align: center;" type="text" value="10"/>	% of system/year
Root removal	<input style="width: 60px; text-align: center;" type="text" value="0"/>	% of system/year
Flow monitoring	<input style="width: 60px; text-align: center;" type="text" value="0"/>	% of system/year
Smoke testing	<input style="width: 60px; text-align: center;" type="text" value="0"/>	% of system/year
Sewer line televising	<input style="width: 60px; text-align: center;" type="text" value="10"/>	% of system/year
Manhole inspections	<input style="width: 60px; text-align: center;" type="text" value="10"/>	% of system/year
Lift station O&M	<input style="width: 60px; text-align: center;" type="text" value="10"/>	# per L.S./year
Manhole rehabilitation	<input style="width: 60px; text-align: center;" type="text" value="0"/>	% of manholes rehabbed
Mainline rehabilitation	<input style="width: 60px; text-align: center;" type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input style="width: 60px; text-align: center;" type="text" value="0"/>	% of system/year

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 2025

Private sewer I/I removal % of private services
 River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="34.3"/>	Total actual amount of precipitation last year in inches
<input type="text" value="36"/>	Annual average precipitation (for your location)
<input type="text" value="29.5"/>	Miles of sanitary sewer
<input type="text" value="8"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value=".440"/>	Average daily flow in MGD (if available)
<input type="text" value=".522"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="1.2"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 **2025**

<ul style="list-style-type: none">● No <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:
<div style="border: 1px solid black; padding: 2px;">Designed sewer rehab project planned for Fall of 2026.</div>
5.4 What is being done to address infiltration/inflow in your collection system?
<div style="border: 1px solid black; padding: 2px;">Sewer rehab project planned for Fall of 2026.</div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 **2025**

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Williams Bay Sewage Collection System

Last Updated: Reporting For:
5/27/2026 **2025**

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Village of Williams Bay

Date of Resolution or
Action Taken:

2026-06-15

Resolution Number:

R-35-26

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00



VILLAGE OF WILLIAMS BAY

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

**Village of Williams Bay
Wisconsin Department of Natural Resources
NR 208 – Compliance Maintenance Resolution for Year 2026
R-40-26**

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater treatment/wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR) with Financial and Collection Section grade of 4.0; and

WHEREAS, it is only necessary to provide recommendations or an action response plan for all individual CMAR section grade of "C" or less and/or an overall grade point average of <3.00.

NOW THEREFORE BE IT RESOLVED, the Village Board of Trustees, of the Village of Williams Bay, has reviewed and approved for submission the CMAR, as required by Wisconsin Administrative Code NR208.

Approved by the Village Board of the Village of Williams Bay this 15th day of June 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

UNOFFICIAL MINUTES STREETS & HIGHWAYS COMMITTEE MEETING MEETING WEDNESDAY, APRIL 1, 2026 AT 9:00 AM BARRETT MEMORIAL LIBRARY 65 W GENEVA 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/AUP_IGQ43ZY?FEATURE=SHARE](https://youtube.com/live/aup_igq43zy?feature=share)

THIS MEETING WAS NOT LIVE-STREAMED DUE TO TECHNICAL DIFFICULTIES.

I. Call to Order

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

II. Roll Call

Present: Trustees Mary Bartholomew, George Vlach, Lowell Wright

Also Present: Trustees Steve Russell and Rob Umans, Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Library Director Joy Schnupp

III. 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

The motion to recommend Village Board approval of Withdrawing the previous recommendation by Streets & Highways Committee 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 was initiated by Trustee Bartholomew and seconded by Trustee Vlach. Trustee Vlach No. Motion carries.

IV. Discussion and Possible Action on Downtown Parking

The Committee discussed Downtown Parking.

V. State Municipal Agreements Between the State of Wisconsin and the Village of Williams Bay Re: State

Highway 67 Improvements

The Committee discussed the State Municipal Agreements Between the State of Wisconsin and the Village of Williams Bay Regarding State Highway 67 Improvements.

VI. 2024 Streets Maintenance Program - Status Update

The Committee discussed the 2024 Street Maintenance Program.

VII. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Vlach at 10:12 am. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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

March 31, 2026

Andrew & Nancy Mose

23 N Walworth Avenue

Williams Bay, WI

Dear Mr. Lothspeich and Village Trustees,

We are writing to express our strong opposition to the current, or any future, parking restrictions on Walworth Avenue - specifically in the residentially zoned areas. Please work diligently to rescind the current parking restrictions on residential Walworth Avenue and in the future please maintain unrestricted parking on residential Walworth Avenue.

First and foremost, thank you for your efforts and the Trustees' time and work in attempting to solve the Village's macro level shortage of parking spaces. The lack of parking, primarily in the WB business district and around Pier 290 creates an overflow and ripple effect that factors into the Village's attempt to time-restrict parking thereby impacting us at 23 N Walworth and other nearby residences.

Currently, the Village's efforts to implement the multi-block (Walworth) 2-hour parking restriction from Liechty to Olive St., encompassing Walworth and Elm residentially zoned parcels does not resolve the primary problem of needing more parking capacity in the business district and unfortunately only increases the turnover rate for the business district's limited parking spaces. The time restricted parking doesn't resolve the physical shortage for current or future robust business activity. What happens when the other three vacant corners at Geneva and Walworth achieve similar success as the Green Grocer & Clear Water Spa - clearly Williams Bay's business district needs more parking.

For our family, the current 2-hour parking limitation with one (1) placard adversely impacts us and creates an undue burden and certainly adversely impacts other residential homeowners specifically on Elm and Walworth. For example, with only 1 placard available for our family's vehicles (family, friends, overnight guests), we would have to seek overflow parking needs on nearby unrestricted arterial streets - which to our primary point is just compounding the limited parking and parking dispersion problems. Furthermore, during seasonal peak periods, other motorists such as tourists, patrons and employees will probably perform a similar function. The outcome has motorists seeking available parking in unrestricted areas, ultimately enlarging the "restricted area" (i.e. Spring, Congress, Williams, Liechty) and forcing the Village to expend more enforcement resources on parking tickets.

As another example, consider the current ordinance with its 2-hour parking restriction, what would happen IF all the homeowners on Walworth and Elm, using their 1 placard, decided to park a car on the street to just "save a parking space"? The result is fewer parking spaces than now and more parking gridlock - severely constrained parking spaces for multiple days given the resident placards. Thus, the 2 hour time restriction has an opposite effect contrary to its intended result.

Finally, in this situation we're surprised the Village Trustees neither offered a discussion forum nor sought out residential (Walworth & Elm) feedback prior to unanimously passing a detrimental and restrictive parking ordinance. Since the Village can properly deliver the water bills, notices of Zoning Variances, property taxes and other Village communication to the homeowners on Walworth and Elm, then clearly it had the capacity to properly inform us of the proposed burdensome parking restrictions without expecting us to make daily trips to the WB Post Office. Please keep us engaged and informed in future discussions related to this matter.

Sincerely,

Andrew & Nancy Mose

John & Susan Holmes
27 N. Walworth Avenue
Williams Bay, Wisconsin 53191

My name is John Holmes. My wife, Susan, and I live at 27 N. Walworth Ave., Williams Bay.

We respectfully request that you rescind your recommendation to the Village Board to restrict parking on Walworth Avenue to a two hour maximum between the hours of 8:00am and 6:00pm. Any recommendation for a time limit for parking on Walworth Avenue between Geneva Street and Liechty Drive would severely impact, in a negative manner, our ability and our neighbors ability, to visit with and entertain visitors and overnight guests. This is the general consensus of at least six or seven of our fellow property owners, several of which have multiple single family dwellings associated with their properties. The families living in those rental homes would also be negatively impacted.

In addition, it would be very difficult for our police force to effectively monitor and enforce such a mandate.

Because we had no idea this recommendation had been made, we are requesting that you notify and involve us and our neighbors in any further discussions and decisions regarding future policies involving parking in our area on Walworth Avenue which is zoned residential, not located in the City Center of Williams Bay.

Thank you for the time you have given us to voice our concerns and opinions.

John & Susan Holmes

David Lothspeich

To: donald.waterbury100@gmail.com
Subject: RE:

From: donald.waterbury100@gmail.com <donald.waterbury100@gmail.com>
Sent: Sunday, March 29, 2026 10:22 AM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>
Subject:

Mr. Lothspeich,
As a long time resident of Williams Bay (19 N Walworth Ave) please see the attached letter regarding my opposition to the proposed parking restrictions for Walworth Ave.
Thank you,
Don Waterbury
513-616-5155

March 28, 2026

Donald and Connie Waterbury

19 N Walworth Ave.

Williams Bay, WI 53191

Village of Williams Bay

Williams Bay, WI

Attn: Mr. David Lothspeich

Dear Mr. Lothspeich,

I am writing to express my opposition to the proposed parking restrictions on Walworth Avenue. I strongly disagree with the plan, i.e., the limitation of parking to a two-hour period, which I believe is unnecessary and restrictive.

This policy would create a hardship for visitors, overnight guests of residents along Walworth Avenue, making it difficult to accommodate family and friends. It would also pose challenges for service providers such as landscapers, plumbers, and HVAC technicians, whose work often extends beyond two hours and requires accessible parking.

Additionally, I am concerned about the apparent lack of communication with residents regarding this proposal. Decisions that directly impact daily life should involve clear, timely, and transparent outreach to those affected.

I respectfully urge the Village to reconsider this plan and engage more thoroughly with the community before implementing such changes.

Sincerely,

Donald and Constance Waterbury

David Lothspeich

To: Keith
Subject: RE: Walworth Street No Parking Ordinance

From: Keith <kes246@aol.com>

Sent: Sunday, March 29, 2026 3:02 PM

To: David Lothspeich <admin@vi.williamsbay.wi.gov>; Mary Bartholomew <mbartholomew@vi.williamsbay.wi.gov>

Subject: Walworth Street No Parking Ordinance

To David and Mary,

Please see the attached letter regarding the Walworth Street Parking Ordinance.

Respectfully,

Keith E. Snidtker
31 N Walworth
kes246@aol.com
C: 610-554-4884

Keith E. Snidtker

31 N. Walworth

kes246@aol.com

C: 610-554-4884

March 29,2026

David Lothspeich, Administrator
Mary Bartholomew, Village Trustee & Chair, Streets & Highways Committee
Village of Williams Bay
250 Williams Street
Williams Bay, WI 53191

Subject: Walworth Street No Parking Ordinance

To David and Mary,

I'm requesting to rescind the new quietly passed ordinance that is banning parking on Walworth Street.

My family are long-term property owners at 31 N. Walworth, having our property for over 120 years in our family. I was born and started grade school in Williams Bay until my father was transferred to northern Illinois for work. I have been back to this property every year of my life to enjoy the lake and amenities, especially in Williams Bay.

This ordinance is very restrictive to our property.

We have family that visit and stay with us there as well as friends that also gather and stay with us each summer and can have to overflow from our driveway into parking in front of our house on Walworth Street. We have friends that stop by unannounced and easily just park on the street. What are they supposed to do? Walworth is a very wide street and has not had any issues with parking in our section of the street.

This ordinance is extremely restrictive to us and as I am sure to all other private homes around us.

As a long-term property owner, I'm requesting this ordinance to be rescinded, and I request to be involved in any future parking restriction discussions in front of our house.

Please get back to me regarding this request. Thank you!

Keith E. Snidtker
31 N. Walworth

David Lothspeich

To: Colleen OSullivan
Cc: damenpropmgt@charter.net
Subject: RE: Parking restrictions on Walworth Avenue

From: Colleen OSullivan <cmosullivan818@gmail.com>
Sent: Monday, March 30, 2026 6:31 PM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>
Cc: damenpropmgt@charter.net
Subject: Parking restrictions on Walworth Avenue

I am writing to express our concern related to the decision to restrict parking on Walworth Avenue. As homeowners at 15 N Walworth and 16 N Walworth, we were not made aware of just a proposed change; until after one of our neighbors informed us of the decision made by the village.

I am not able to attend the meeting this upcoming Wednesday, April 1st at 9:00 a.m. as both my husband and I work full-time.

I would like the Village to reconsider this regulation and provide the residents with ample time to review any such proposals.

One additional question, can you please share where village agendas are posted ahead of meetings within the Village of Williams Bay site. This will allow us to more timely review new proposals prior to them being enacted.

Appreciate your consideration.

Regards.

Colleen & John O'Sullivan

May 11, 2026

Village of Williams Bay

P.O. Box 580

Williams Bay, WI 53191

Attn : Board of Directors

Re: Exemption Request for Refund -Boat Slip Lease Agreement

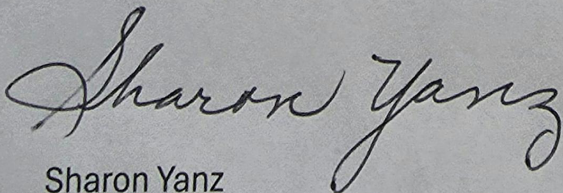
Dear Directors,

I have had a change in circumstances that makes it necessary to put my house at 68 Oakwood Street up for sale sooner than expected. It will go on the market right after I return from Florida on Memorial Day. I was hoping to enjoy one last boating season on the lake but now I have also had an offer on my boat that I cannot refuse.

I am asking for a refund of the amount I paid (\$2,852.00) for Slip West 2. I know that you have a long waiting list for slips and that it could be easily filled, making someone on that list extremely happy. I would hope that you would make an exception to the rule on the condition that you rent this slip for the season. I would gladly pay a processing fee in order to get a refund on this slip.

Please feel free to call me at 262-607-0876 if you have any questions.

Sincerely,



Sharon Yanz

68 Oakwood Street

Williams Bay, WI 53191



BARRETT MEMORIAL LIBRARY
VILLAGE OF WILLIAMS BAY, WI
REQUEST FOR PROPOSALS

PROFESSIONAL DESIGN SERVICES FOR THE
BARRETT MEMORIAL LIBRARY IMPROVEMENTS

Issued by:

Barrett Memorial Library on **May 12, 2026**

Proposals must be received no later than **4:30 p.m., June 30, 2026**

Submit RFP Responses to:

Library Director Joy Schnupp

Barrett Memorial Library

65 W. Geneva Street

Williams Bay, WI 53191

For further information regarding this RFP, contact

Library Director Joy Schnupp

262-245-2709

jschnupp@williamsbay.lib.wi.us

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General Information

Summary

The Barrett Memorial Library (the Library) located at 65 West Geneva Street, Williams Bay, Wisconsin 53191 is proposing renovations and improvements to the interior and exterior modifications. The Library is located on three parcels of land (WOP 00064, WOP 00063, and WOP 00066) bounded by West Geneva Street to the North, Williams Street to the West and Elm Street to the South.



The Library is requesting proposals from qualified Architect/Engineer (A/E) consultants to perform professional services for the design of exterior and interior modification to the Library. Design services shall include landscape design, architectural design, interior design, structural engineering, site civil, plumbing, mechanical, electrical, and telecommunication engineering services. **It is anticipated that the contract for this project will be approved in July 2026 with a finalized plan to be submitted and approved by December 31, 2026.** The design proposal should include the following phases for program verification:

- Conceptual design, two schematic design options to be provided.
- Design development. Prepare detailed design documents (plans, specifications & A/E estimates) for the approved design and layout.
- Construction documents. Plans, specifications, cost estimates, and contract document preparation. The consultant will be responsible for obtaining all applicable federal, state, and local permits.
- Bidding and construction administration services with site inspections biweekly or more frequently as needed.

- The Library will work with the selected contractor to execute an AIA Cost of the work plus a fee form of construction contract.

Background

The current Library facility was originally constructed in 1964 with an expansion in the 1990's to provide a dedicated children's room on the main level; a renovation in 2012 to include an elevator; and an expansion in 2018 to increase public and office space on the main level and a larger multipurpose area on the lower level. The Village is undergoing a dynamic transition from the small quaint town it has been known as for the past 100 years. It has been determined that due to the changing population and demographics as a result of new residential developments, Yerkes repositioning, the changing environment of George Williams College, advancements in technology, community service requirements and dated facility appearances, the Library facility needs to adapt to these indicators so it can continue to provide the necessary services and required environments for the community. The Library is a community resource and should exhibit the Library Strategic Plan in addition to the Library's dedication to recognize the dynamic identifiable aspects of the changing environment.

Conceptual Ideas

The following is an outline of conceptual ideas for consideration as part of the updating program being considered. An integral part of this program is energy conservation and opportunities for implementation of appropriate measures. In consideration of changing library operations, evaluate and provide schematics for:

Interior:

- Creating appropriate functional adjustments primarily on the main level
- While one portion of the lower level was renovated in 2018, bookshelving areas may be in need of adjustment resulting from possible library operational changes
- Update ceiling and floor finishes inclusive of lighting fixtures and layout

Exterior:

- New double entrance door in compliance with all ADA requirements
- Vestibule improvements to accommodate book drop enclosure
- Canopy element to provide a sheltered passage from the parking lot curb to the building entrance
- Pavements for the new canopy and outdoor seating area
- Lighting to accent the stone building surfaces, new canopy and ground sign
- Landscaping enhancements to the north, east and west building elevations
- Parking lot areas for improved circulation incorporating ADA requirements, circulation and lighting

The Library's intent is to review proposals and select and retain a design team that will develop a conceptual schematic design. After the owner approves the selected plans, the design team will be authorized to begin design development and proceed with the creation of construction documents. Prior to the design development stage, the Library, working with the selected consultant, is expected to select a Construction Manager to manage bidding and construction of the project and to provide input on the design development and specifications. The Library reserves the options of moving forward with a design, bid, build option or a design-build format.

Project Evaluation Team

Library Director Joy Schnupp will be responsible for providing overall direction for this project and will be working alongside the Barrett Memorial Library evaluation team which includes:

- Library Board President, Skip Mosshamer
- Library Board & Village Board Representative Lowell Wright
- Library Board Member Ralph Cincinelli
- Library Youth Adult Services Danielle Hudson
- Library Youth Services Monica Paur
- Williams Bay Area School District Superintendent, Dr. Bill White
- Village of Williams Bay Director of Public Works Wayne Edwards

Scope of Services

The A/E firm will be responsible for, but not limited to, the following:

- Complete the Certified Survey Map and update the parcels to two distinctive lots (north and south of **Hans Parkway**)
- Prepare, plan and profile schematic designs which include site plan, floor plans, and elevations
- Prior to Design Development, prepare room data sheets for every space identified in the schematic design
- Perform any soil testing or wetland delineation as needed. Provide any suggestions on wetland impacts that may occur. Design should minimize any wetland impacts as much as practical
- Obtain all applicable federal, state, and local permits
- After approval of design development documents, prepare final plans and specifications, construction cost estimates, and contract documents to the level necessary to allow the Library to competitively bid the project. Contract documents shall be in standard American Institute of Architects (AIA) format. Provide the Library with electronic files
- Design plans shall be prepared and presented to the Library at the following intervals: 30% completion, 60% completion, and 90% completion. Specifications and preliminary construction cost estimates shall be prepared and presented to the Library Board at the following intervals: 60% completion and 90% completion
- Bidding and construction administration including a final walk-through; the consultant is required to satisfy and ensure the building occupancy permit is approved
- Provide electronic as-built documents that incorporate all addendums and all changes made during construction, including shop drawings, submittals and O&M documents
- Other elements necessary as identified by the architect for a successful, functional, long-term operational Barrett Memorial Library
- This section is not meant to provide an exhaustive and complete scope of service. Items may be added or removed to this scope of services by the Library. A final scope of services agreement will need to be arranged between the Library Director, Fire Chief and the Consultant
- Provide all O&M documents including any warranty information for installed components

Instructions to Proposers

Request for Proposal Information

It is the responsibility of the Consultant to carefully read the entire Request for Proposal (RFP), which contains provisions applicable to successful completion and submission of an RFP. If any ambiguity, inconsistencies, or errors are discovered in the RFP, the Library must be notified in writing (paper or email). Only interpretations or corrections of the RFP made in writing through addenda by the Library will be considered binding. The Library must receive all requests for interpretations or corrections no later than the date specified in the RFP timetable. The RFP consists of all documents identified in the Scope of Services section of the RFP.

Submission of Proposals

The Proposal must be addressed to:

Library Director Joy Schnupp
Barrett Memorial Library
65 W. Geneva Street
Williams Bay, WI 53191

All submittals by mail or in person must be received **no later than 5:30 pm on Tuesday, June 30, 2026.**

Hand carried proposals may be delivered to the above address ONLY between the hours of 9:00 am and 5:30 pm, Monday through Friday, excluding holidays observed by the Library. Proposers are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring that the required address information appears on the outer wrapper or envelope used by such service. The following information must appear on the lower left-hand corner of the container: *RFP for Professional Design Services for Barrett Memorial Library*

RFP Submittal Requirements:

Part A – Technical Proposal

(consisting of the firm's qualifications and scope of work)

Proposers shall include their complete return address on the outer envelope. One (1) unbound paper copy and one (1) digital copy of the technical proposal must be submitted for review.

Part B – Interview/Presentation

(If requested)

The top firms, based on their Technical Proposal Score, may be invited to, and evaluated on an oral interview/presentation. The Library reserves the right to award the contract without interviews. This would occur after the RFP has been submitted.

Part C – Price Proposal

Firms shall submit a price proposal in a sealed separate envelope. The price proposal envelope should be identified in the lower left-hand corner with the words:

Price Proposal RFP Barrett Memorial Library

The proposer's name must also appear on the outside of the envelope. Price proposals must be signed by an officer of the company, who is legally authorized to enter into a contractual relationship with the Library in the name of the proposer. The submittal of a proposal will be considered by the Library as constituting an offer by the proposer to perform the required services at the stated prices.

Modified Submissions of RFP

Modified qualifications and proposals can be submitted to replace all or any portion of previously submitted information prior to the submission deadline.

Withdrawal of RFP

Qualification and proposal information may be withdrawn from consideration prior to the submission deadline by written request, on the Consultant's letterhead, submitted to the Library.

RFP Postponement or Cancellation

The Library may, at its sole and absolute discretion, reject any and all, or parts of any and all submittals to the RFP, re-advertise this RFP, postpone or cancel at any time this RFP process, or waive any irregularities in this RFP as it deems to be in the best interest of the Library.

Contracting Department

The Library in conjunction with the Village will administer the contract resulting from this RFP.

Incurring Costs

The Library is not liable for any costs incurred by proposers in replying to this RFP. The Library reserves the right to accept or reject any or all proposals and to waive technicalities in any proposal or part thereof deemed to be in the best interest of the Library.

Proprietary Information

Any restrictions on the use of data contained within a proposal must be clearly stated in the proposal itself. Each page must be clearly marked "CONFIDENTIAL" via watermark. The Library shall comply with state and federal law(s) as to complying with request information.

Fixed Price Period

All prices, costs, and conditions outlined in the RFP/price proposal shall remain fixed and valid for acceptance for a 90-day period commencing on the due date of the contractor's proposal. The Library reserves the right to negotiate the scope of services and costs with the highest ranked consultant.

Certification of Independent Price Determination

By signing this proposal, the respondent certifies and in the case of a joint proposal, each party thereto certifies as to its own organization, that in connection with this procurement:

The process in this proposal has been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other respondent or with any competitor.

Unless otherwise required by law, the prices which have been quoted in this proposal, have not been knowingly disclosed by the respondent and will not knowingly be disclosed by the respondent prior to opening in the case of an advertisement procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other respondent or to any competitor.

Restricting Competition

No attempt has been made or will be made by the respondent to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

Pre-Submittal Conference

We will have a tour of our existing Library available to all on **Wednesday, June 3, 2026 at 1:00 pm**. This will be at the Library.

Certification of the RFP.

If additional information is necessary to assist the vendor in interrupting this RFP, written questions will be accepted by Library Director Joy Schnupp and will be shared with the Village of Williams Bay Public Works Director. Other than written questions, firms shall refrain from contacting the Library employees, elected officials, or the Barrett Memorial Library evaluation team during the RFP process. Any lobbying by firms during the RFP process may result in disqualification from the project. Written questions are due to the Library Director no later than **5:30 pm on Friday, June 26th**.

Contract and Terms.

The selected firm will provide a proposed agreement following the Standard AIA Owner – Architect Form of Agreement, in which any modifications can be discussed and negotiated prior to finalizing the agreement and prior to execution of the contract.

Preparing and Submitting Proposal

General Instructions

The evaluation and selection of the consultant for this project will be based on information submitted in the RFP plus references, oral presentations (if needed), other references and supplemental information. Failure to respond to each requirement in the RFP may be the basis for rejecting a response.

Elaborate Proposals

Example: expensive artwork beyond that which is sufficient to present a complete and effective proposal is not necessary.

Alternate Proposals

Proposers may submit an alternate proposal or creative cost-saving alternative which meet minimum requirements and specifications of this RFP. Indicate such on the proposal. Proposers may submit more than one request.

If a firm would like the Barrett Memorial Library evaluation team to consider an alternate proposal which includes construction, please submit this as an alternative proposal for review. The Library team will consider all alternatives, with an understanding that the focus is on design and engineering for this phase of the project.

Letter of Introduction/Statement of Interest

Summarize the firm's interest in this project and any special knowledge or expertise that the firm has to offer. Include the name of the contact person, phone number, email address and website address.

Firm's Information - Including the Following

Please include the following information:

- Office location
- Ownership affiliation
- Size of the firm/agency
- Description of the qualifications, experiences, organization, and resources of the firm/agency related to this project
- Past performances on similar contracts in terms of cost control, quality of work, compliance with performance schedules, and compliance with regulatory agencies. Submit a detailed description (including photographs if possible) of five (5) recent projects, either completed or under construction, projects must be public facilities with an emphasis on those that are public library design, uniquely, involving personnel proposed to be assigned to this project with the following information:
 - The actual design and construction costs of the project
 - Comparison of those costs with the architect estimate
 - The date the project was designed and constructed
 - Contact information for the client (name, address and telephone number)
 - Design Team Professional/s involved
 - Information on current workload and availability that may occur during the time of this project

Key Individuals Qualification and Experience

Please provide a description, resume or bio-sketch of the qualifications and experience of the primary team that will be assigned specifically to this project. Indicate key individuals' experience with libraries or similar projects. Identify the function/responsibility of everyone assigned to work on this project (e.g. project manager, technician, etc.) along with their previous experiences in similar roles on similar projects. Identify any sub-consultants to be used on the project and the percentage of their level of involvement along with their respective experience working on similar projects. Lastly, please list the office locations of these individuals.

Proposed Services

State how your firm will meet the scope of services, including the following:

- Proposed work plan or proposed scope of work and technical/innovative approaches for the project. Provide both a summary and the details of your proposed services. Indicate proposed timeframe to complete the tasks
- Indicate proposed detailed timeframe to complete the outlined tasks

Evaluation Criteria

The Barrett Memorial Library Board will base their decision on the qualifications and experience of the firm and staff along with feedback from references and other sources. The evaluation process will include a review and ranking by each individual member of the review team of each proposal. The review team will meet and combine their rankings to determine the top firms for potential interview/selection. The recommendation to award the contract will be to the firm that has the highest point total of the top selected firms.

Subject to change, the following is a general list of evaluation points:

- Firms experience with libraries, incorporated facilities in a unique manner, or similar projects of remodeling building experience. (25 points)
- Experience of key personnel proposed for this project, including any sub-consultants, with relevant experience to carry out a successful project. (25 points)
- Experience of firm and key individuals with sustainable design. (5 points)
- Experience of firm and key individuals with Construction Management. (5 points)
- Success in completing comparable conceptual design phases and Barrett Memorial Library building design projects on schedule within budget. (5 points)
- Demonstrated ability to communicate effectively with the Library evaluation team. (10 points)
- Proposed scope of work including project approach. (15 points)
- Cost and availability. (10 points)
- Total maximum points: 100 points

Schedule of Activities

Timetable

RFP Available for Distribution	Tuesday, May 12, 2026
Deadline for Submittal of RFP (by 4:30 pm)	Tuesday, June 30, 2026
Pre-submittal Conference (optional)	Wednesday, June 3, 2026 at 1:00 pm
Interviews/Presentations	July XX- XX th AS NEEDED
Library Board Action to Approve	July XX, 2026 at XX pm
Contract Start Date	July XX, 2026
Anticipated Completion Date	December 1 st

Negotiations.

Negotiation with Top Rated Firm

Upon selection of the top-rated firm, the Library may enter limited negotiations with the selected top-rated firm to clarify the scope of services to be provided. Note, however, that costs for services may be part of the proposal evaluation process. You are encouraged to submit your best and final offer with the proposal.

Failure to Reach Agreement

If an agreement cannot be reached with the top-rated firm, negotiations will be terminated, and the Library will open negotiations with the second-highest rated firm. The negotiation process will continue until an agreement is reached with one of the short-listed firms. If no agreement is reached with the short-listed firms, the negotiation process will be terminated at the Library's discretion.

TERMS AND CONDITIONS

Terms of Agreement

Upon mutually agreeing to the terms of the contract, a written agreement will be prepared utilizing a Standard AIA Owner – Architect Form of Agreement.

Insurance

All proposals must include either a description of the firm's insurance or a certificate of insurance outlining the firm's insurance policies which evidence compliance with the requirements contained herein. The successful Firm shall agree that it will, at all times during the term of the agreement, keep in force and effect insurance policies required by the contract, issued by a company or companies authorized to do business in the State of Wisconsin and satisfactory to the Library. Such insurance shall be primary. Prior to execution of the written contract, the successful Firm shall furnish the Library with a Certificate of Insurance listing the Library as an additional insured and upon request, certified copies of the required insurance policies. The Certificate shall reference the contract and provide for thirty (30) days advance notice of cancellation or nonrenewal during the term of the agreement. Failure to submit an insurance certificate, as required, can make the contract voidable at the Library's discretion. Additionally, the Firm shall not allow any subcontractor to commence work until the aforementioned documents, where applicable, have been obtained from the subcontractor and approved by the Library.

Nondiscrimination

In connection with the performance of work under this agreement, the Firm agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, marital status, sexual orientation, sex, disability, national origin, or ancestry. This provision must be included in all subcontracts.

Assignment or Subcontract

This contract may not be assigned or subcontracted by the Firm without the written consent of the Library.

Independent Contractor Status

The Firm agrees that it is an independent Contractor with respect to the services provided pursuant to this agreement. Nothing in this agreement shall be considered to create the relationship of employer and employee between the parties.

Amendments to Contract

This contract may be modified only by written amendment to the contract signed by both parties.

Waiver

One or more waivers by any party of any term of the contract will not be construed as a waiver of a subsequent breach of the same or any other term. The consent or approval given by any party with respect to any act by the other party requiring such consent or approval shall not be deemed to waive the need for further consent or approval of any subsequent similar act by such party.

Indemnification and Defense of Suits

The Firm agrees to indemnify, hold harmless, and defend the Library, its officers, agents, and employees from all liability including claims, demands, damages, actions or causes of action, together with all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Firm, its employees, agents, or subcontractors.

Contract Period

The term of this contract will be as specified in the RFP.

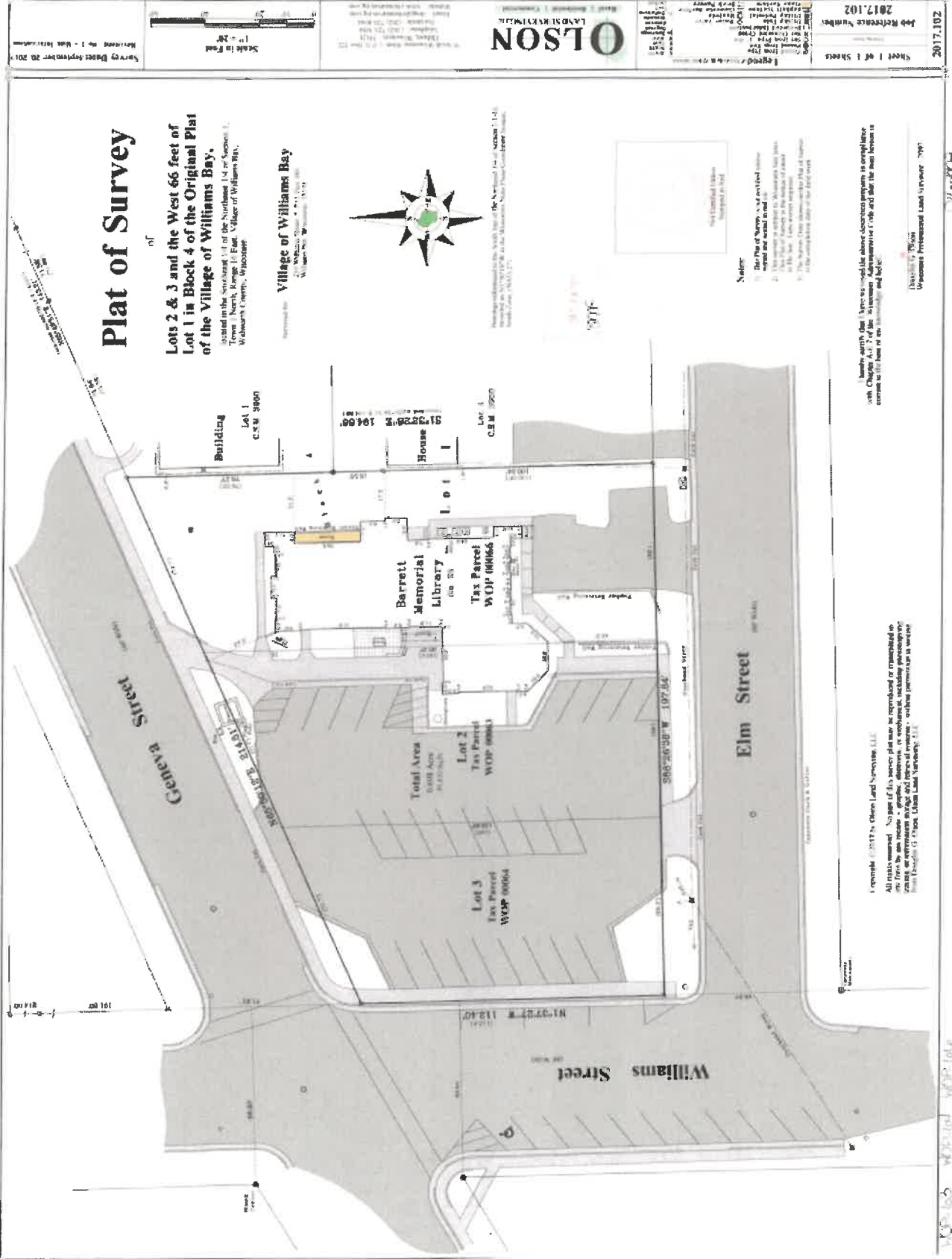
Termination of Contract

It should be noted that either party may cancel the service agreement by written notice to the other party at least 90 days in advance of the commencement of the contract. If through any cause, the Firm shall fail to fulfill in timely and proper manner his obligations under this contract, or if the Firm shall violate any of the covenants, agreements or stipulations of this contract, the Library shall thereupon have the right to immediately terminate or provide notice of the terminations this Contract. Such termination notice shall be in writing and shall identify the date of the termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports, or other materials related to the services prepared by the support firm under this contract shall, at the option of the Library, become the property of the Barrett Memorial Library in Williams Bay.

Notwithstanding the above, the support firm shall not be relieved of liability to the Library for damages sustained by the Library by virtue of any breach of the contract by the support firm, and the Library may withhold any payments to the support Firm or the purpose of set off until such time as the exact amount of damages due to the Library from the support Firm is determined.

Other Considerations

Factors which include, but are not limited to, quantity involved, time of completion, purpose for which required, competency and financial capacity of vendor, ability to render satisfactory service and past performance will be considered in determining status as a responsible vendor. The Library reserves the right to request additional information as may reasonably be required to make this determination and to further investigate the qualifications of the respondent as deemed appropriate.



David Lothspeich

To: Robert Umans; Tina Kolls
Subject: RE: Agendas COW & VB meetings June 1st.

From: Robert Umans <rumans@vi.williamsbay.wi.gov>
Sent: Thursday, May 28, 2026 2:34 PM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>; Tina Kolls <clerk@vi.williamsbay.wi.gov>
Subject: Agendas COW & VB meetings June 1st.

Dave / Tina,

On May 14th we had a Tree Enhancement Committee meeting and a Joint Tree Enhancement and Parks and Memorial Advisory Committee meetings.

The main purpose of the joint meeting was to have discussion and possible action on Memorial Tree Plantings Phase 4 Dog Park.

A motion was made to recommend Village Board approval of up fifteen trees with ten (10) trees planted now by the Tree Committee and five (5) to be reserved for future use of the Parks & Memorial Committee.

Today, May 28th, the Tree Enhancement Committee had a follow up meeting to work out the details such as 1) Selection of trees 2) Number of trees for each the small and large dog park sections. 3) Banner 4) Memorial brick details and 5) Application for a Memorial tree at Rex Dog Park form.

I believe we are now ready to get approvals from the Parks & Lakefront , Finance & Personnel committees as well as the Village Board.

Please include following on the Tree Enhancement, P&L and VB agendas.

- Discussion and Possible Action on Phase 4 Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and approval of fundraising amounts.

Thanks.

Rob

Tina, I updated the estimated cost estimates. For other attachments, please include the banner again and the Approved minutes from the May 14th Joint meeting Tree Enhancement & Parks and memorial committees. Also, please attach the application form you put together.



That Hold Our Memories

Rex Dog Po Memorial Tr Program

**TO LEARN MORE ABOUT
PROGRAM PLEASE CONTACT
VILLAGE HALL AT 262-245
OR VISIT WILLIAMSBAY.**

Ad Hoc Tree Enhancement Committee

05/28/26

Dog park	Est *	Actual
Tree	\$250.00	
Engraved brick	\$65.00	
Tree protection	\$5.00	
Bag	\$40.00	
Delivery	\$40.00	
Total	\$400.00	\$0.00
* estimated		

Note: Charge \$800.00 regardless of tree choice.

DRAFT 1 — BEHAVIORAL PARKING ORDINANCE

Village of Williams Bay

Proposed Revisions to Chapter 345 – Vehicles and Traffic - Draft Policy and Ordinance Framework for BZO Review

Purpose of Proposed Revisions

The current parking regulations within Chapter 345 have evolved incrementally over time and now contain:

- scattered parking regulations,
- street-specific provisions,
- seasonal restrictions,
- and limited tools for addressing modern tourism and downtown parking impacts.

The proposed revisions are intended to:

1. Consolidate parking regulations into a cleaner organizational structure;
2. Preserve existing enforceable regulations;
3. Add operational tools for residential neighborhood protection;
4. Address increasing tourism and lake-related parking impacts;
5. Clarify authority for employee parking management and resident permit parking;
6. Reduce the need for repeated ordinance amendments for individual streets.

The recommendation is to modernize and expand existing § 345-4 Parking Restrictions rather than create a separate parking chapter.

Recommended Structural Revisions for § 345-4

§ 345-4 Parking Restrictions

A. Public Parking Facilities

1. **Boat Launch Parking and Other Municipal Parking Lots.** 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. **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.
3. **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.
4. **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. General Parking Regulations

1. **Fire hydrant.** No operator of any vehicle shall stop, stand or park such vehicle at any curb within 10 feet of a fire hydrant.
2. **Official signs.** No person shall park a vehicle contrary to the notice specified on such sign.
3. **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.
4. **Double parking or Wrong Side of Street.** 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.
5. **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.
6. **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.
7. **Yellow line.** No operator of any vehicle shall stop, stand or park in any area along the curbing that has been striped yellow.

8. **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.
9. **Parking on sidewalk.** No operator of any vehicle shall stop, stand or park such vehicle on any sidewalk.
10. **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.
11. **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.
12. **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.
13. **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.
14. **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.
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. **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.
17. **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.

C. Seasonal and Emergency Restrictions

1. 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.

2. **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.

3. **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.

D. Residential Protection and Street-Specific Parking Regulations

NOTE: Remove references to Collie Street near the old school

1. **Residential Permit Parking Areas.** The Village Board may establish Residential Permit Parking Areas by resolution in locations where commercial activity, tourism activity, lake access traffic, event activity, or downtown parking demand materially interferes with residential parking availability or neighborhood character.

Such areas may include permit-only parking, time-limited parking, seasonal restrictions, or other parking management measures deemed necessary to protect residential neighborhoods.

Restrictions established pursuant to this section shall become effective upon placement of official signage.

2. **Employee Parking Restrictions.** The Village Board may prohibit or restrict employee parking on designated residential streets or within designated residential parking protection areas.

No owner, operator, employee, contractor, or volunteer associated with a business, event, or commercial operation shall park a vehicle in violation of posted employee parking restrictions.

Employee parking restrictions established pursuant to this section shall become effective upon placement of official signage.

3. **Walworth Avenue Parking Restrictions.** Parking on Walworth Avenue between Geneva Street and Cherry Street shall be permitted only:

- a. At an angle on the east side of the street within marked stalls; and
- b. Parallel on the west side of the street within marked stalls.

Parking within this area shall be limited to not more than two consecutive hours between the hours designated by official signage.

Additional seasonal or operational restrictions may be established by resolution of the Village Board and placement of official signage.

4. **Additional Street-Specific Parking Restrictions.** The Village Board may establish parking restrictions, time limitations, seasonal parking controls, permit parking requirements, or no-employee-parking zones on additional streets or portions thereof by resolution and placement of official signage.

5. **Event-Related Parking Management.** The Village may require event organizers seeking Village approval for events reasonably anticipated to create parking or traffic impacts to submit parking management plans, overflow parking plans, shuttle plans, or traffic circulation plans as part of the event approval process.

E. Trailer and Oversized Vehicle Restrictions

1. **Boat Trailer Parking Restrictions.** No person shall park, stop, or leave standing any boat trailer on a residential street between May 1 and September 30 except:
 - a. During active loading or unloading;
 - b. Pursuant to a temporary permit issued by the Village; or
 - c. As otherwise authorized by official signage or Village-approved event authorization.

Overnight parking of boat trailers on residential streets is prohibited.

Boat trailers may be parked in designated municipal trailer parking areas subject to posted regulations.

2. **Oversized Vehicle Restrictions.** No person shall park or leave standing any oversized vehicle, commercial vehicle, detached trailer, recreational vehicle, or equipment trailer as defined in § [340.01](#), Wis. Stats upon any residential street except:
 - a. During active loading, unloading, or service activity;
 - b. For temporary periods authorized by permit; or
 - c. As otherwise permitted by this Code.

For purposes of this section, “oversized vehicle” means a vehicle, trailer, or combination exceeding:

1. 22 feet in length;
2. 8 feet in height; or
3. 8 feet in width.

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.

F. Removal and Enforcement

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.

DRAFT

**Village of Williams Bay
Request for Proposals
Building Inspection Services**

Title	Request for Proposal Building Inspection Services
Summary	The Village of Williams Bay is seeking responsive and responsible individuals and firms to submit proposals for providing contracted building inspection and related services.
Contact	Village of Williams Bay 250 Williams Street, PO Box 580 Williams Bay, WI 53191 (262)245-2700 (phone) https://www.williamsbay.org/ David Lothspeich, Village Administrator admin@vi.williamsbay.wi.gov
Submittal Due Date	May 1, 2026 at 3 pm
Required Submittal	Submit one (1) digital copy of the proposal in PDF format to David Lothspeich, Village Administrator, at admin@vi.williamsbay.wi.gov. On subject line of email, please indicate "Proposal for Building Inspection Services."
Submittal Content	<p><u>Proposal Requirements:</u> Please provide the following information in a clear and concise manner.</p> <ol style="list-style-type: none"> 1) Provide general information about the contractor, staff experience, credentials/certifications, and training. Include number of years in business and proof of financial stability. Include examples of experience performing similar work for other municipalities for each staff member being proposed to complete work for the Village. 2) The Village will provide the selected contractor an office, computer, and phone at Village Hall. Provide requirements for any additional office space, materials, equipment, or access that would be requested from the Village. 3) The Village requires a minimum of three (3.0) in-office hours per week. Provide a detailed and all-inclusive inspector fee schedule for building inspection services, office hours, meeting attendance, and any reimbursable expenses such as mileage. 4) Describe contractor permit system and provide sample reports that would be provided to the Village. Indicate reporting schedule. 5) Provide proof that the contractor is licensed, bonded, and insured. For Commercial General Liability, inspector shall carry an aggregate coverage limit of at least \$2,000,000, with a per occurrence coverage limit of at least \$1,000,000 and a deductible of no more than \$2,500. For automobile liability, inspector shall carry a combined single limit of \$1,000,000. 6) Provide three or more professional references concerning building permit and inspections services provided to Wisconsin communities.

Permit and Inspection History

Community. The Village of Williams Bay is located in Walworth County in Southeast Wisconsin on the northerly shores of Geneva Lake. The Village’s population is approximately 2,900 with summer seasonal population increasing 2-3 times. The Village is primarily residential and has a strong tourism economy,

Permit History. Permits issued between 2020 and 2025:

Category/Permit Type	2025	2024	2023	2022	2021	2020
Accessory Structure (Commercial Misc./I	5	0	0	0	0	0
Accessory Structure (Residential Misc./O	6	5	11	10	10	6
Commercial Alteration	6	3	3	1	6	6
Deck	14	18	15	2	0	0
Demolition	8	3	7	4	0	0
Electrical Permit	30	26	25	19	16	8
Erosion Control	1	1	0	0	0	0
Fire Sprinklers	3	1	0	0	0	0
HVAC Permit	24	31	15	16	18	10
New Commercial	0	6	1	0	2	6
New Multi-Family	0	1	1	0	0	0
NEW SINGLE FAMILY DWELLING	28	18	21	19	28	17
Occupancy	0	1	0	0	0	0
Outside Sewer	3	2	1	1	0	0
Plumbing Permit	19	24	16	21	10	18
Pool/Hot Tub (Residential Misc./One Sto	0	2	0	2	0	0
Porch/Stairs	1	1	0	0	0	0
Re-Roof	16	39	26	34	0	0
Residential Addition	0	10	35	0	59	52
Residential Alteration	30	57	13	41	76	78
Siding	10	4	7	5	0	0
Window/Door Replacement	5	6	5	4	0	0
	209	259	202	179	225	201
Total Valuation	\$27,466,578	\$78,532,736	\$14,840,692	\$13,672,054	\$21,606,517	\$12,664,590
Total Fees Paid	\$329,758	\$350,401	\$312,743	\$160,012	\$330,006	\$199,575

Scope of Services

Building inspection duties include but are not limited to the following:

- 1) Review building permit applications and building plans. Conduct all necessary and required building, electrical, plumbing, and HVAC inspections on residential construction within the Village of Williams Bay. These include footings, foundations, basement floors, erosion control and final occupancies.
- 2) Coordinate building permit applications with Zoning Administrator for Zoning Code compliance prior to issuance of building permit.
- 3) The Inspector will use their permit system to maintain adequate records to support decisions.
- 4) Maintain all required certifications in the disciplines of residential and commercial construction, plumbing, electrical, energy conservation and heating, ventilating, and air conditioning.
- 5) Conduct all necessary inspections on permitted activities such as, but not limited to, decks, swimming pools, accessory buildings, and residential alterations and additions.
- 6) Provide Inspection Reports to the Zoning Administrator for all inspections within one (1) week of inspection completion (unless otherwise agreed upon).
- 7) Assist Code Compliance Officers with inquiries and code enforcement. The building inspector must proactively examine properties with approved plans for compliance and identify violations. Coordinate with Village personnel and Village Attorney, as needed for enforcement activities.

	<p>8) Assist with the investigation of complaints related to the State building code and Village Ordinances, including but not limited to inspections for occupancy permits, structural property maintenance violations, etc.</p> <p>9) Provide a minimum of three (3.0) established public office hours per week at Village Hall and coordinate schedule with Police, Fire and Zoning Departments.</p> <p>10)Furnish a telephone number to the Village for public dissemination where contractor may be contacted by Village officials and citizens.</p> <p>11) Attend occasional meetings as requested.</p>
Rights Reserved	<p>The Village is not liable for any cost incurred by contractors in replying to this solicitation. The Village reserves the right to reject any and all proposals and may negotiate the terms of the contract with the selected contractor prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring contractor, the Village may negotiate a contract with the next highest scoring contractor.</p>
Selection	<p>The Village has a number of significant developments that were recently approved including a single-family development and a limited resort and having the contractor in place prior to the start of construction is desired.</p> <p>Capabilities</p> <ol style="list-style-type: none"> 1) Provide current capacity to take on our activity, need to recruit additional staff? 2) Confirm certifications of current staff. 3) Inspections performed in person or via photographs. 4) Ability to transition from current provider. 5) Confirm standards for responding to applications, requests for consultation, request for inspections and other relevant service interaction. <p><u>Method of Selection</u></p> <ol style="list-style-type: none"> 1) An initial screening of the proposals will be conducted to establish a short list of qualified firms/individuals. The short list will be provided in alphabetical order without any ranking whatsoever. 2) The Selection Committee will consist of the Chair for the Buildings & Zoning Committee, the Chair of the Finance and Personnel Committee and the Village Administrator. 3) The following selection criteria will be the basis for Firm selection: <ol style="list-style-type: none"> a) Vendor Qualifications (70%) <ol style="list-style-type: none"> a. The firm adheres to the instructions in this Request for Proposal on preparing and submitting the proposal. b. The firm submits a copy of its licenses, bonds and insurance. c. Overall qualifications, experience, and competence of staff. d. Demonstrated experience doing similar work in comparable communities. e. Demonstrated experience working with the public. f. Reference checks. b) Proposed compensation for services (30%)
Intent to Award Notification	<p>All contractors who respond to this solicitation will be notified in writing of the Village's intent to award a contract as a result of this RFP.</p>

BUILDING INSPECTIONAL SERVICES CONTRACTORS - SE WISCONSIN

Company	Contact	Address	Phone Number
3C Inspect, LLC.	Ryan Lindsey	2038 Ridgeway RD Monroe, WI 53566	608-558-6055
General Engineering Company (GEC)	Michel Parrott	916 Silver Lake Dr, Portage, WI 53901	(608) 742-2169
Safebuilt	David Hendrix		262.202.2173
Municipal Code Enforcement	Allison Schwark		262-249-6701
MSA Professional Services, Inc	Deb Benesh	Milwaukee, WI	1 (563) 424-3691

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

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

FEE \$ _____

Application Date: 05/13/2026

Town Village City of Williams Bay

County of Walworth

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

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

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

at the premises described below during a special event beginning 06/20/2026 and ending 06/20/2026 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

Bona fide Club

Church

Lodge/Society

Veteran's Organization

Fair Association or Agricultural Society

Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Williams Bay Business Association

(b) Address 60 Johnson Terrace, Williams Bay, WI 53191
(Street)

Town

Village

City

(c) Date organized 03/01/2003

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Rob Elliott

Vice President Leticia Green

Secretary Jim D'Allessandro

Treasurer Sam Asani

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

2518 Countryside Dr, Delavan, WI 53115

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

(a) Street number E Geneva Sreet, Williams Bay, WI 53191

(b) Lot Edgewater Park

Block _____

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

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Paviat at Edgewater Park will be used. Along with bathrooms

3. Name of Event

(a) List name of the event Fiesta By The Lake

(b) Dates of event 06/20/2026

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

 5/13/2026
(Signature / Date)

Williams Bay Business Association

(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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

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

FEE \$ _____

Application Date: 5-25-2026

Town Village City of Williams Bay

County of Walworth

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

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning July 18, 26 and ending July 18, 26 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

- 1. Organization** (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Williams Bay Fire Department

(b) Address 5 E Geneva St. Williams Bay, WI 53191
(Street) Town Village City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Doug Smith

Vice President Sean McKean

Secretary Doug Swangren

Treasurer Jim Lovell

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

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

(a) Street number Edgewater Park - Williams Bay, WI

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event Williams Bay Fire Department Chicken Roast

(b) Dates of event 7-18-2026

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Jenny O'Neill-Stone Williams Bay Fire Dept.
(Signature / Date) (Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



MEMORANDUM

DATE: JUNE 1, 2026
TO: COMMITTEE MEETINGS
FROM: TINA KOLLS, VILLAGE CLERK
RE: DISCUSSION AND POSSIBLE ACTION ON 2026 ALCOHOL AND TOBACCO LICENSE RENEWALS

Alcohol License approvals are contingent upon no outstanding liabilities with the Village, no delinquent wholesaler invoices, or Department of Revenue holds.

COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS B" INTOXICATING LIQUOR LICENSE RENEWAL APPLICATIONS:

1. Big Bay, LLC, d/b/a Cafe Calamari/Harpoon Willies, 8 East Geneva St., Williams Bay, WI 53191 Joshua LaCroix, Agent, Sales Tax Reports were provided
2. Unhinged & Reckless, LLC, d/b/a The Cantina, 220 Elkhorn Rd, Williams Bay, WI 53191, Kaitlin Lentz, Agent, Sales Tax Reports were provided
3. Inn Crowd of Como, Inc, d/b/a Bay Party Center, 2 West Geneva St., Williams Bay, WI 53191, Cynthia Ovalle, Agent, Sales Tax Reports were NOT provided
4. Topography Beverage Company, LLC, d/b/a Topography Beverage Company, LLC, 350 Constance Blvd, Williams Bay, WI 53191, Lindsey Collins, Agent, Sales Tax Reports were NOT provided
5. Green Grocer, Inc., d/b/a Green Grocer, 77 North Walworth Ave, Williams Bay, WI 53191, Dawn Macuso, Agent, Sales Tax Reports were provided

COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS B" INTOXICATING LIQUOR LICENSE RESERVE LICENSE RENEWAL APPLICATIONS:

1. Gage Marine Corporation, d/b/a Pier 290, 1 Liechty Dr, Williams Bay, WI 53191 William Gage, Agent, Sales Tax Reports were provided
2. Bay Cooks, LLC, d/b/a Bay Cooks, 99 N. Walworth Ave, Williams Bay, WI 53191, Jonathon Basurto, Agent, Sales Tax Reports were provided

COMBINATION CLASS "A" FERMENTED MALT BEVERAGE AND "CLASS A" INTOXICATING LIQUOR LICENSE RENEWAL APPLICATIONS:

1. Ganesh Food, Inc., d/b/a Bayside Mart, 156 Elkhorn Rd, Williams Bay, WI 53191, Arpita Patel, Agent, Sales Tax Reports were provided
2. GLM Liquor & Grocery Inc., d/b/a Bell's Store, 659 East Geneva St, Williams Bay, WI 53191, Gurpreet Kaur, Agent, Sales Tax Reports were provided
3. Williams Bay Mobil Mart, Inc., d/b/a Williams Bay Mobil, 66 West Geneva St., Williams Bay, WI 53191, Singh Gurdarshan, Agent, Sales Tax Reports were provided

COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS C" LIQUOR (WINE ONLY)
RENEWAL APPLICATIONS:

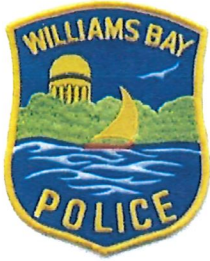
1. Clear Water Salon & Day Spa, LLC, d/b/a Clear Water Salon Med Spa, 77 North Walworth Ave, Williams Bay, WI 53191, Dawn Mancuso, Agent, Sales Tax Reports were provided
2. Women's Leadership Center at Williams Bay, d/b/a Women's Leadership Center at Williams Bay, 333 Constance Blvd, Williams Bay, WI 53191, Donna St. Aubin, Agent, Sales Tax Reports were NOT provided

COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND ABOVE QUOTA "CLASS B"
INTOXICATING LIQUOR LICENSE APPLICATION:

Yerkes Future Foundation, d/b/a Yerkes Observatory, 373 W. Geneva St, Williams Bay, WI 53191, Thomas Nikols, Agent, Sales Tax Reports were NOT provided

CIGARETTE, TOBACCO, AND ELECTRONIC VAPING DEVICE LICENSE RENEWAL APPLICATIONS:

1. Ganesh Food, Inc., d/b/a Bayside Mart, 156 Elkhorn Rd, Williams Bay, WI 53191, Arpita Patel, Agent
2. GLM Liquor & Grocery, Inc., d/b/a Bell's Store, 659 East Geneva St, Williams Bay, WI 53191, Gurpreet Kaur, Agent
3. Williams Bay Mobil Mart, Inc., d/b/a Williams Bay Mobil, 66 West Geneva St, Williams Bay, WI 53191, Singh Gurdarshan, Agent



Village of Williams Bay Police Department

PO Box 580
250 Williams Street
Williams Bay, WI 53191



Phone: 262.245.2710

Chief Justin P Timm

Fax: 262.245.2711

To: Tina Kolls; Village Clerk
From: Justin P Timm; Chief of Police

Reference: Williams Bay Alcohol License Renewal for 2026

Ms. Kolls,

I received the Liquor License applications from the below mentioned businesses. Our department has conducted background investigations as well as on site visits for all businesses with the exception of the Inn Crowd of Como, Topography, and Women's Leadership Center. I spoke with the owners who stated there is no alcohol on premise at the current time and the map is a concept of what their plan is when the business opens. If the board agrees, I would request these be approved with the condition of a final walkthrough once occupancy begins.

Based on the findings of these evaluations, I can confirm that there are no known issues or concerns that would preclude the applicants from obtaining the requested liquor license. All aspects of the review process, including compliance with applicable regulations and background requirements, have been satisfactorily addressed.

- Bay Cooks
- The Cantina
- Gage Marine "Pier 290"
- Green Grocer
- Clear Water Spa
- Big Bay LLC "Harpoon Willies and Café Calamari"
- GLM Liquor "Bell's Store"
- Williams Bay Mobil Mart
- Ganesh Food "Citgo"

Sincerely,

Justin P Timm
Chief of Police
Village of Williams Bay Police Department



Village of Williams Bay Police Department

PO Box 580
250 Williams Street
Williams Bay, WI 53191



Phone: 262.245.2710

Chief Justin P Timm

Fax: 262.245.2711

To: Tina Kolls; Village Clerk
From: Justin P Timm; Chief of Police

Reference: Yerkes Future Foundation/ Yerkes Observatory Above Quota Liquor License

Ms. Kolls,

I have received the Liquor License application from the Yerkes Future Foundation/Yerkes Observatory. Our department has completed the background investigations as well as the on-site visit.

During my site visit, Yerkes staff had already had all locks in place, as well as an area for their liquor license to be displayed if approved.

With the information provided, I do not see anything that would prevent them from obtaining a liquor license.

Sincerely,

Justin P Timm
Chief of Police
Village of Williams Bay Police Department



FONTANA FIRE DEPARTMENT MONTHLY REPORT – APRIL 2026



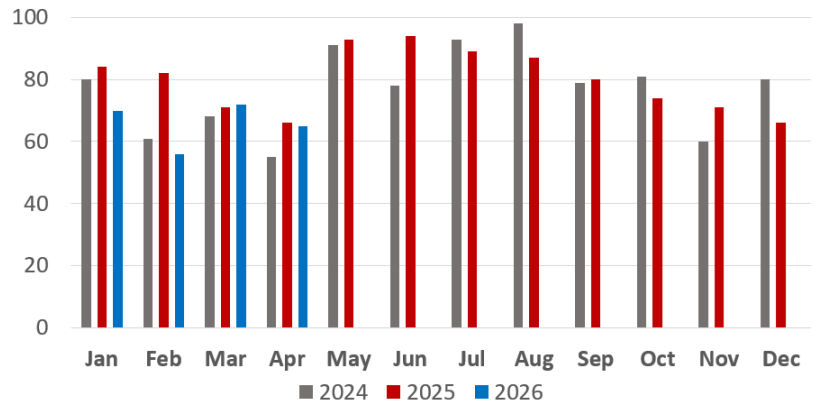
RESPONSE DATA

April 2026

RESPONSE AREA	Total	Percent
Williams Bay	32	49%
Fontana	18	28%
Walworth Township	9	14%
Mutual Aid Responses	6	9%
TOTAL RESPONSES	65	

Response Time Report Average Dispatched to Arrival on Scene	
Williams Bay	7:22
Fontana	6:05
Walworth Township	7:51

3 YEAR TRENDS



TRAINING & CERTIFICATIONS

FF/PM McFarlin – Firefighter II and Fire Inspector FF/EMT Kenyon Smith – Motor Pump Operator FF/PM Olsen – Community Paramedic FF/EMT Giese & FF/EMT Syverson – Advance EMT FF Bock & FF Oldenburger – Ice Diver EMT Deger – EMT-B Chief Manthy – Fire Inspector	Live Fire Training – Walworth Township Ventilation / Vent Enter Search Driver Training / Extrication & Cribbing Mercy Skills / Junctional Tourniquet MABAS Dive Training Officer Discretion Training
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PUBLIC EDUCATION & EVENTS

- Williams Bay Truck-a-Polooza
- Easter Egg Drop – Duck Pond
- Fire Dept. Instructor Conference (5 Personnel)
- Brewing Ideas at Fontana Library

OPERATIONS

- Williams Bay RFP response for Fire Service
- Police & Fire Commission – Hiring List
- Engine Committee meeting
- Fire Dept. Instructor Conference (5 Personnel)
- Labor Management meeting
- 12 Fire Inspections & 8 Short Term Rental Inspections



Village of Williams Bay, Walworth County

Request for Proposal (RFP) For Fire Services

The Village of Williams Bay is requesting a statement of qualifications and service proposal, including level of service and organizational census from the Williams Bay Fire Department, Delavan Township Fire Department and Village of Fontana Fire Department.

Background

The Village of Williams Bay is located in Walworth County in Southeast Wisconsin on the northerly shores of Geneva Lake. The Village's population is approximately 2,900 with summer seasonal population increasing 2-3 times. The Village encompasses roughly three (3) square miles and is located nearby to the Village of Fontana to the west and the Township of Delavan to the north. The Village operates under a 7-member Village Board form of government.

The Williams Bay Fire Department is a volunteer department that was established in 1948. The Williams Bay Fire Department is not a department of the Village but rather under Village Code the Department is officially recognized as the Fire Department serving the Village of Williams Bay, and the duties of firefighting and fire prevention in the Village are delegated to such Department. The Williams Bay Fire Department shall be responsible for the program of fire defense for the citizens and property within the Village of Williams Bay. Emergency Medical Services (EMS) are currently provided by contract through Fontana/EMS Williams Bay Rescue Squad, and, when requested, the Williams Bay Fire Department.

As being experienced throughout fire service, the Fire Department continues to experience reductions in volunteers and the Department has increasingly experienced difficulty maintaining an adequate number of trained firefighters to adequately respond to fire calls in a timely manner.

Purpose & Scope:

Overall, the purpose of this RFP is to provide information to the Williams Bay Village Board in regards to:

- Which of the Fire Departments, or a combination, should the Village of Williams Bay turn to for services in combination with or in lieu of the current volunteer department,
- How a "partnership" might be structured with another department.

The intent of this study is to obtain data of the staffing, practices, organizational structure, equipment & facilities of the fire departments in order to provide efficient delivery of fire services for serving the Village of Williams Bay. The successful department(s) shall provide detailed information and data from the department necessary for review, analyze and report on the condition, policies, procedures and capabilities of the department to serve as the Village of Williams Bay Fire Department.

Services to be provided:

The departments are asked to provide written responses and supporting information/data on the following topics which are briefly described below. Each objective has considerable depth and this outline is intended to illustrate the scope of information requested-not the breadth of the topic:

A. Governance & Oversight: Does the department a governance structure that will support expansion of services to cover Williams Bay?

The department's ability to provide an efficient, effective and transparent leadership structure and administrative procedures to ensure that resources are used in the best manner possible. Provide the department's leadership structure and confirm how the department has sufficient resources to ensure department cohesiveness, teamwork and effectiveness:

B. Organizational Structure: Does the Department organizational structure provide adequate structure to cover Williams Bay? Detail the department's organizational model (including span of control) ensuring that it is consistent with generally accepted management principles and will foster effective operations;

C. Level of service: Does the Department have adequate staff to cover Williams Bay? Provide staffing levels to ensure that the department sufficiently meets the requirements to provide effective fire protection service;

D. Professional/Paid-on call/Volunteer: Does the Department have a staffing model that appears capable of providing services to Williams Bay? Detail current staffing methods, numbers & distribution of personnel, include prior 5-years historical data. Confirm the ability to attract volunteer/paid on call firefighters and on-duty firefighters. Indicate if/when on-duty firefighters should be utilized to meet coverage requirements;

E. Future Growth: Confirm the departments ability to meet demand needs for future projected community growth in their existing service area as well as Williams Bay and their impact on fire protection needs;

F. Equipment/Vehicles: Provide detailed itemized list of the existing vehicles and equipment confirming that the department currently has sufficient resources to meet community needs and those of Williams Bay;

G. Facilities: Confirm fire station facility needs/deficiencies. Can the existing facilities, plus those in Williams Bay, provide adequate space;

H. Department Inventory: Provide the inventory list of all departmental equipment and supplies and inventory procedures of the Department;

I. Operations: Describe how the following operational items are accomplished effectively and efficiently by the department: inspections, training, emergency management and disaster planning, fire prevention, safety & risk management etc.;

- J. Implementation:** Provide a prioritized implementation strategy based on realistic timeline for completion. Include estimated costs associated.
- K. Fire Department:** The Village of Williams Bay Fire Department Fire Chief, Rescue Squad Captain Gluth, will be included in the evaluation process. Additional individual, group or department meetings will be at the Village’s discretion. The scope of the discussions will also be at the Village’s discretion;
- L. Police Department:** It is expected that the Williams Bay Police Chief will be involved who routinely interact with the fire department to gain insights on service needs;
- M. Village Board:** The Village Protective Services Committee will lead the selection process with support by the Village Finance and Personnel Committee in making recommendations to the Village Board in the selection process. The scope of the Village Committees and Board’s involvement (i.e. group meetings, individual interviews, etc.) will be at their discretion;

Calendar of events:

Activity:	Date:
<i>Proposals due</i>	<i>Friday April 24, 2026</i>
<i>Committee Review/Department Interviews</i>	<i>Week of April 27, 2026</i>
<i>Committees Recommendation</i>	<i>Monday, May 4, 2026</i>
<i>Village Board department selection</i>	<i>Monday, May 18, 2026 (Tentative)</i>

*The Village recognizes these dates may need to change based on the scope of submittals and reviews.

Terms and Conditions for making proposal:

- A. Inquiries from departments:** Questions regarding this request for proposals should be directed to Administrator David Lothspeich Village of Williams Bay @ 262-245-2700 or admin@vi.williamsbay.wi.gov
- B. Cost incurred in responding:** All costs, directly or indirectly related to the preparation of a proposal, including any oral presentations required to supplement and/or clarify a proposal, shall be the sole responsibility of the department
- C. Response instructions:** One (1) digital copy of the proposal should be emailed in PDF format bearing the name and address of the respondent and subject line “RFP for the Village of Williams Bay Fire Department” along with 10 hard copies.

Proposals are to be emailed and hard copies mailed to:

*David Lothspeich, Administrator
 Village of Williams Bay 250 Willams Street
 PO Box 580
 Williams Bay, WI 53191
 E-mail: admin@vi.williamsbay.wi.gov
 Phone: 262-245-2700*

Proposals must be submitted by Friday, April 24, 2026 at 4:00 p.m. The Village of Williams Bay shall not be responsible for late delivery of the proposals under any conditions.

- D. Proposal Acceptance Period:** It is understood that, upon submission of the proposal, the fees proposed will be valid for a period of ninety (90) days.

Proposal format:

Overview of required sections:

1. Cover letter:

The cover letter should contain the name of the proposing department, the address of the department, and the contact individual (s) authorized to answer technical, price, and contract questions; including respective contact information.

2. Department background and statement of staff experience:

Identify the key personnel of the department who will be assigned to this project. Describe the organization of the staff team that would service the Village. Provide a listing of the management level members of the staff team.

Include name, title, length of service with the firm, biography, education level, and professional achievement and/or certification of any staff that will assist with the project. This section should include the range of services previously performed by the department, and the department's background in providing these services to municipal entities.

3. Scope of required services:

Describe how the department will cover services outlined in the "Service to be provided" section

4. References:

List a minimum of five (5) municipal references. Provide a contact person and telephone number for each reference. Include services provided to these governmental references.

5. Cost proposal(s):

Cost of service quotes should be included for all required components referenced above, detailing all costs associated with the services to be provided. Proposal should include payment terms.

Award of contract:

The Village of Williams Bay will award the services in a manner that will obtain the highest quality of services at the most competitive price. The Village reserves the right to negotiate or reject any and all proposals. Proposals will be evaluated by using the following criteria:

1. Experience in providing the requested services;
2. Compliance with specifications as outlined in the "Proposal Format" section of this request for proposal;
3. Proposed cost of service;
4. Reference checks.

Please note that no formal opening of the proposals will take place. Proposals will be evaluated and the successful department will be contacted subsequent to Village approval.

General terms and conditions

Indemnification: The department shall indemnify, defend and hold harmless the Village of Williams Bay, its officers, agents, employees, representatives and assigns, from lawsuits, actions, costs (including attorney's fees), claims or liabilities of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of any act or omission, neglect or misconduct of said contractor, its officers, agents and/or employees arising out of, or in the performance of any of the provisions of the contract, including any claims or amounts recovered for any infringement of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act" or any other law, ordinance, order or decree.

The Village reserves the right to reject any or all proposals, waive formalities, and select the department that best meets the needs of the Village and its employees. The Village reserves the right to request additional information during the evaluation period.

Distribution List:

Village of Williams Bay Administrator and Fire Department Chief

Town of Delavan Administrator and Fire Department Chief

Village of Fontana Administrator and Fire Department Chief



Town of Delavan Fire & Rescue Department
April 24, 2026

PROPOSAL FOR FIRE PROTECTION SERVICES

Village of Williams Bay, Wisconsin

1. COVER LETTER

The Town of Delavan Fire and Rescue Department respectfully submits this proposal to provide Fire Protection Services to the Village of Williams Bay. While this proposal focuses specifically on Fire Protection, it is supported by the full capabilities of a combination Fire/EMS department, including Advanced Life Support (ALS), technical rescue, hazardous materials response, and emergency management.

Our proposal is built on a **team-based, shared service approach**, focused on working together with the Village to strengthen response reliability, improve consistency, and provide a practical, sustainable path forward. This approach builds on the strong working relationships that already exist between our departments and reflects a commitment to supporting one another while maintaining local identity.

Supporting this proposal are the Department's **2025 Annual Report** and the independent **2026 McMahon Staffing Study**, which provide additional context on current operations, performance trends, and future service considerations.

In preparing a detailed and responsible proposal, there are several items where additional clarification from the Village would help ensure accuracy, alignment, and long-term success.

To better align this proposal with the Village's expectations, we respectfully request clarification on the following:

- How does the Village envision balancing investment in its current department with any future partnership or shared service model?
- Has the Village considered a broader shared service approach involving multiple neighboring departments to address regional staffing challenges?
- What contract term is the Village considering for this service agreement?
- What is the long-term vision for fire protection services within the Village of Williams Bay?
- How does the Village plan to handle fire inspections and associated revenues such as 2% dues under a new service model?
- What are the Village's long-term plans regarding station use, staffing, and facility needs within Williams Bay?
- How would ambulance response be coordinated during fire incidents under a new service agreement?

These questions are intended to help both parties better understand expectations and ensure that any proposed service model is practical, sustainable, and aligned with the Village's long-term goals.

2. DEPARTMENT BACKGROUND & STAFF EXPERIENCE

Established in 1925, the Town of Delavan Fire and Rescue Department has grown from a volunteer organization into a modern combination fire and EMS agency providing 24/7 service. The Department operates from two stations and serves a diverse response area including rural, residential, commercial, and lakefront environments.

The Department is led by experienced command staff and includes full-time and paid-per-call personnel. Services include fire suppression, ALS EMS transport, technical rescue, hazardous materials response, fire prevention, and emergency management.

The Department regularly operates within MABAS Division 103 and maintains strong working relationships with neighboring communities, including the Village of Williams Bay.

3. SERVICES TO BE PROVIDED (A–J)

A. Governance & Oversight

The Department operates under municipal ordinance, approved bylaws, and oversight by an independent Police and Fire Commission. This structure ensures accountability, transparency, and compliance with Wisconsin statutes.

B. Organizational Structure

A clearly defined chain of command (Chief → Assistant Chief → Captains → Lieutenants → Personnel) supports effective supervision, communication, and decision-making. This structure aligns with ICS/NIMS principles.

The Department also maintains established working relationships with neighboring agencies through automatic aid, joint training, and coordinated response practices. These existing relationships provide a strong foundation for enhanced cooperation without requiring structural changes.

C. Level of Service

The Department responds to approximately **700–900 calls annually** and maintains 24/7 response capability. ALS-level response and multi-unit fire suppression capability are available at all times. Response times average approximately **6–7 minutes**, as documented in the 2025 Annual Report.

D. Staffing Model

A combination staffing model includes both full-time personnel and paid-per-call members. This structure provides flexibility while ensuring reliable coverage. Current trends indicate increasing demand and regional staffing challenges.

E. Future Growth

The independent **2026 McMahon Staffing Study** identifies the need for additional full-time staffing over time and supports consideration of shared service approaches as a practical long-term solution. The Department is positioned to scale services responsibly to meet future demand while maintaining service reliability.

F. Equipment / Vehicles

The Department maintains a modern and diverse fleet designed to support all-hazard response across urban, rural, and lakefront environments. The current fleet includes:

Fire Suppression Apparatus

- Engines: 2
- Ladder / Tower: 1
- Brush/Grass Units: 1

Water Supply (Rural Operations)

- Water Tenders / Tankers: 2

Rescue & Specialty Units

- Heavy Rescue Units: 1
- Utility/Support Vehicles (including pickups): 3
- Personnel Chase Vehicles: 2

EMS (Support Capability)

- ALS/AEMT Ambulances: 3

Specialized Equipment

- UTV / Off-road Units (with trailer): 1
- Airboat / Water Rescue Units (with trailer): 1
- Division Hazardous Materials Truck
- Storage Trailer: 1

All apparatus and equipment are maintained through a structured inspection and maintenance program to ensure operational readiness. This fleet allows the Department to scale response appropriately—from single-unit incidents to multi-company fire events—and to support regional mutual aid operations when needed. The Department’s apparatus configuration and deployment capability are consistent with the operational demands and response expectations identified in the **2026 McMahon Staffing Study**.

G. Facilities

The Department operates from two stations that provide geographic coverage, operational flexibility, and support for both fire and EMS services. These facilities are configured to support both daily response needs and larger-scale incident operations.

Station 1 – Headquarters (5698 Town Hall Road)

Station 1 is a **20,000-square-foot, full-service facility** that serves as the Department’s primary headquarters and houses both personnel and frontline apparatus.

Apparatus & Bay Configuration

- 9 apparatus bays with expansion capability
- Supports deployment of primary fire, rescue, EMS, and specialty units

Operational Support Areas

- Dedicated decontamination and gear processing areas
- SCBA compressor and maintenance workstations
- Medical supply, tool, and equipment storage rooms
- Laundry and utility support areas

Administrative & Training Facilities

- Multiple administrative offices for command staff and inspectors
- Radio/report writing room supporting operational documentation
- Conference and training/assembly room for department and regional use
- IT and communications infrastructure supporting operations

Personnel Accommodations

- Living areas, kitchen, and bunk rooms supporting 24/7 staffing
- On-site facilities that support extended operations and shift staffing

This facility supports continuous operations, training, administrative functions, and serves as a central hub for large-scale incident coordination and regional response.

Station 2 – Satellite Station (2702 County Road O)

Station 2 is a **3,600-square-foot satellite facility** that enhances response coverage across the service area and provides strategic apparatus placement.

Apparatus & Bay Configuration

- 3 apparatus bays with capacity for up to 4 units
- Supports deployment of engine, tender, ambulance, and support vehicles

Operational Role

- Improves response times in outlying areas of the district
- Provides a secondary response location for personnel
- Supports mutual aid coordination and regional response needs

Basic Support Facilities

- Living room, kitchen, and bathroom facilities
- Supports short-duration operations and staging

While Station 2 currently has limited accommodations for continuous staffing, it plays a critical role in extending coverage, improving response times, and supporting overall system flexibility across the Town.

H. Department Inventory

Comprehensive inventory systems are maintained for apparatus, equipment, and EMS supplies, supported by regular inspection and maintenance procedures.

I. Operations

Operations are guided by established Standard Operating Guidelines (SOGs) covering fire suppression, EMS, hazardous materials response, safety, and training. The Department maintains an ISO Class 6 rating and operates under a DHS-approved EMS Operational Plan.

J. Implementation Strategy

Implementation would occur in phases:

- Phase 1: Agreement finalization and operational alignment
 - Phase 2: Training integration and deployment refinement
 - Phase 3: Long-term evaluation and adjustment
-

4. REFERENCES

The following references are provided to demonstrate the Town of Delavan Fire & Rescue Department's experience, reliability, and established working relationships within the region:

- **Lauderdale LaGrange Fire Department**
Chief Dave Nelson
Phone: 920-723-1642

- **Elkhorn Fire Department**
Acting Chief / Assistant Chief Brad Soczka
Phone: 262-374-3722
 - **Lake Geneva Fire Department**
Chief John Peters
Phone: 262-749-4754
 - **Walworth Fire Department**
Chief Mike Kahl
Phone: 262-325-9343
 - **Darien Fire Department**
Chief Bruce Van der Veen
Phone: 262-725-2561
-

5. COST PROPOSAL

The Town of Delavan Fire and Rescue Department proposes a cost structure based on actual service demand, utilizing a per-call structure derived from current operational cost data and historical call volume.

Based on 2023–2025 call data, the Williams Bay Fire Department averages approximately 118 fire-related calls annually, which serves as the basis for the cost scenarios below. Detailed call data and cost calculations are attached.

Per-Call Cost Options

The following cost options reflect calculated per-call costs based on actual operational expenses and call volume.

Cost Option 1: EMS Staffing & Ambulance included

Estimated Annual Cost: \$325,810

Estimated Cost Per Call: \$2,761

This option reflects the calculated cost per call based on actual operational expenses and call volume.

Costs include:

- Personnel response at time of call
 - Apparatus usage and operational deployment
 - Proportional equipment and maintenance costs
-

Cost Option 2: EMS Staffing included, no Ambulance

Estimated Annual Cost: \$319,805

Estimated Cost Per Call: \$2,710

This option reflects the calculated cost per call based on actual operational expenses and call volume.

Costs include:

- Personnel response at time of call
 - Apparatus usage and operational deployment
 - Proportional equipment and maintenance costs
-

Cost Option 3: No EMS Staffing or Ambulance included

Estimated Annual Cost: \$194,123

Estimated Cost Per Call: \$1,645

This option reflects the calculated cost per call based on actual operational expenses and call volume.

Costs include:

- Personnel response at time of call
 - Apparatus usage and operational deployment
 - Proportional equipment and maintenance costs
-

Cost Flexibility

If Williams Bay prefers, the total annual cost may be adjusted based on the actual number of calls responded to annually during the contract period.

6. CONCLUSION

The Town of Delavan Fire and Rescue Department offers a proven, practical, and customizable approach to meeting the Village's Fire Protection needs.

This proposal reflects a **team-oriented, shared service approach** focused on reliability, sustainability, and cooperation.

The attached **2025 Annual Report** and **2026 McMahon Staffing Study** further demonstrate the Department's performance, operational capacity, and readiness to support future service needs.

This proposal is designed to provide a practical, sustainable path forward while maintaining flexibility for the Village's future decision-making.

Town of Delavan Fire & Rescue Department | April 24, 2026

WB
Call Analysis

2023-2025

Type of call	# of Calls	3 Year Average
Asstcit	3	1
Brushfire	4	1
Fire Alarm	203	68
Fire Other	59	20
Structure Fire	22	7
Vehicle Fire	2	1
Gas Main Break	8	3
Mabas	30	10
Mutual Aide Fire	2	1
MVA Injury	19	6
Test	1	0
Water Rescue	2	1
	355	118

TDFD
Proposal to IGA WB
4/24/2026

	Number of Calls	
WB Fire Calls (3 yr av	118	15%
TDFD Calls	668	85%
TDFD Calls w/WB	<u>786</u>	

OPERATING EXPENSE

	2026 TDFD			With Staffing and Ambo		
	Budget	15%	15%	With Staffing	With Staffing	w/o Staffing
		With Staffing	w/o Staffing			
Staffing	837,167	125,682	-			
Reg Wages	427,278	64,146	64,146			
Operating Expense	254,441	38,199	38,199			
Estimated Insurance	100,000	15,013	15,013			
	<u>1,518,886</u>	<u>243,039</u>	<u>117,357</u>	243,039	243,039	117,357

Estimated new costs if take on WB

Additional Wages (assuming avg call is 1 hour)

Rate of Pay	\$ 25.00		
Number of WB Fire Calls	118		
# of Personnel	<u>7</u>		
	<u>20,650</u>	20,650	20,650

Fuel	Gallons	10	
	Price per gallon	\$ 3.00	
	Number of WB Fire Calls	<u>118</u>	
		<u>3,540</u>	
		3,540	3,540

Total Operating Costs	267,229	267,229	141,547
Number of WB Fire Calls	118	118	118
Estimated Operating Expense per WB Fire Call	<u>2,265</u>	<u>2,265</u>	<u>1,200</u>

CAPITAL EXPENSE

Equipment	Cost	Useful Life	Calls in 2025	Total calls in useful life	Cost per call	Cost per call	Cost per call
Engine #241	1,300,000	20	370	7,400	176	176	176
Tower #241	2,050,000	25	370	9,250	222	222	222
Command	125,000	7	370	2,590	48	48	48
					<u>446</u>	<u>446</u>	<u>446</u>
Ambo	600,000	15	786	11,790	51	-	-
Estimated Capital Expense per WB Fire Call					<u>496</u>	<u>446</u>	<u>446</u>

TOTAL

Estimated Cost per Call	2,761	2,710	1,645
Number of WB Fire Calls	118	118	118
Total Estimated Cost per WB Fire Call	<u>\$ 325,810</u>	<u>\$ 319,805</u>	<u>\$ 194,123</u>

David Lothspeich

To: Mary Knipper
Cc: John Olson; Bill Thummel; Jamie Jarosz
Subject: RE: TDFD interview follow up

From: Mary Knipper <mknipper@townofdelavan.com>
Sent: Wednesday, April 29, 2026 4:20 PM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>
Cc: John Olson <admin@townofdelavan.com>; Bill Thummel <bthummel@townofdelavan.com>; Jamie Jarosz <jjarosz@tdfd.net>
Subject: TDFD interview follow up

Good afternoon Administrator Lothspeich:

I was pleased to have been in attendance at the interview of the TDFD interview this morning. One of the things that I made a note on was your comment regarding how communication might flow if TD is selected to be the fire service in support of Williams Bay.

It brought to mind a structure we currently have In our standing committee structure: an example is our Lake Committee, which by ordinance has a representative of the City of Delavan as a voting member at our monthly meetings. This came about as a result of the fact that the city does own the Lake Lawn Resort and golf course, situated on 1.6 miles of Lakeshore.

The city and town share a common investment and consider ourselves joint stakeholders in maintaining and protecting Delavan Lake water quality and recreation safety and maintenance efforts.

If the Town of Delavan is selected, I envision a similar arrangement could be provided by ordinance for our Fire and Rescue Committee which meets monthly. This would also be a voting representative of your choice from Williams Bay.

Rregards,
Mary Knipper
Chairman
Sent from my U.S.Cellular© Smartphone
Get [Outlook for Android](#)

POLICE AND FIRE STAFFING ANALYSIS



FOR THE
TOWN OF DELAVAN
WALWORTH COUNTY, WISCONSIN

APRIL 21, 2026

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956 Mailing: PO BOX 1025 NEENAH, WI
54957-1025 PH 920.751.4200 MCMGRP.COM
McM. No. D0709-04-26-00101/JRR:knh



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POLICE & FIRE STAFFING ANALYSIS

TOWN OF DELAVAN

WALWORTH COUNTY WISCONSIN

DATE: April 21, 2026
McM. No. D0709-04-26-00101



I. INTRODUCTION

McMahon Associates, Inc. (McMahon) was retained by the Town of Delavan to conduct an organizational review of the Delavan Police and Fire Departments. Included in this analysis is a review of current organizational structure, staffing, operational effectiveness, and governance structure.

This Study provides a review of the Departments and an analysis of future needs for fire protection in the service area.

II. PROJECT WORK TASKS

To complete the objectives set forth, McMahon evaluated the operations of both the police and fire departments to provide recommendations to improve its current operations. The McMahon Team also studied future growth in the community to develop a future needs analysis for the police and fire departments.

In conducting this study, McMahon consulting staff met with the Police Chief and the Fire Chief, as well as the Delavan Town Administrator. The leadership of the police and fire departments was also requested to provide a wide range of documentation to McMahon including budgets, call data, policies, procedures, etc.

The following presents an overview of the work tasks completed by McMahon during the project.

1. Developed a project team of appropriate users and stakeholders to oversee and participate in the project.
2. Conducted a Project Planning Meeting with the McMahon Project Manager, the Project Team and key project personnel. Defined scope and mission, discussed work plans, established liaison responsibilities, coordinated project schedules, and confirmed other general arrangements.
3. Obtained and reviewed documentation provided by the project team pertaining to the project.
4. Conducted interviews to evaluate the current and future needs and standards of performance of the departments. In conducting this study, we conducted virtual interviews with the following personnel:

- Delavan Town Administrator
- Delavan Police Chief
- Delavan Fire Chief

Interviews and observations primarily focused on the following:

- Current fire and police operations, staffing and levels of service
- Fire personnel and police workload, call volume and activity
- Administrative organizational structure
- Governance structure
- Population trends

5. Prepared for and facilitated a project status meeting to discuss the results of the interviews and observations with the Project Team.

6. Determined any public safety industry standards and trends related to the Department’s operational requirements. During the development of all recommendations, McMahon considered many factors and standards as a basis for recommendations, including:

- National Highway Safety Traffic Administration (NHSTA)
- National Fire Service Accreditation Program (NFSAP)
- National Fire Protection Association (NFPA)
- Commission on Accreditation of Law Enforcement
- Federal Emergency Management Association (FEMA)
- National Fire Administration (NFA)
- Occupational Safety and Health Administration (OSHA)
- Insurance Services Office (ISO) Rating Schedule
- Federal Bureau of Investigation data (FBI)
- Bureau of Justice Statistics
- US Census Bureau

7. Developed a comprehensive Police and Fire Department staffing review and future needs analysis, utilizing the information provided by the documentation received, the interviews, and review of national standards. The projected growth and level of service needs were considered during the development of these recommendations. Recommendations included:

- Effectiveness and performance of current police and fire operations
- Efficient utilization of organizational resources
- Administrative growth and organizational structure
- Analysis of personnel and staffing needs
- Analysis of current governance structure

- Recommended an effective implementation plan
8. Facilitated a recommendation meeting to present preliminary recommendations and obtain feedback from the Project Team.
 9. Listed and described the findings and recommendations on the police department and the fire department staffing needs, assessment and planning, and all other items evaluated and analyzed during the project.
 10. Assembled the study report. Performed a detailed quality assurance review of the document to ensure that the document meets the expectations of the Project Team and conforms to McMahon's standards.
 11. Prepared and delivered the draft report to the Project Team for review.
 12. The Project Team's feedback into the draft report, adjusting the analysis where appropriate. Finalized the document and provided completed copies to all members of the Project Team.

III. PROJECT FINDINGS

The Town of Delavan's population has remained relatively stable since 2000, with no significant long-term increases or decreases. The community is characterized by a blend of urbanized corridors, rural agricultural areas, and lake-oriented residential neighborhoods. Lake Delavan, in particular, contributes to a unique demographic profile, with a mix of full-time residents, seasonal homeowners, and a growing number of short-term rental properties.

The following chart demonstrates the population changes over the past 24 years.

Figure: 1

2000 Population	2010 Population	2021 Population	2024 Estimated Population
4,559	5,285	5,210	5,179

Source: US Census Bureau

It should be noted that population levels fluctuate noticeably throughout the year. During the summer months, particularly June, July, and August, the Town experiences a substantial influx of visitors and temporary residents drawn to the lake and the area's proximity to Lake Geneva. The Town of Delevan has 3741 total housing units. 35% of the total housing units are seasonal, representing 1309 of those units. Comparatively the City of Delevan has 3572 total housing units. 39 of those units are considered seasonal. This seasonal surge has the potential to increase demand on public safety services, roadway capacity, and recreational oversight, especially around the waterfront and short-term rental clusters.

These seasonal dynamics, combined with the Town’s mixed urban-rural character, create a service environment that may differ from communities with more static populations. Understanding these patterns is essential for planning staffing levels, deployment strategies, and resource allocation. Full-time population trends are provided below to illustrate the stable year-around residential environment.

Community Wide Risk Assessment

The Delavan Police and Fire Departments serve a community that has a growing seasonal population but is also becoming increasingly complex in its service needs. To remain effective, both departments must maintain a comprehensive understanding of the risks and demands present within their shared jurisdiction.

For the police department, the community’s diverse land-use profile creates a wide range of law-enforcement responsibilities. Residential areas generate calls related to community safety, welfare checks, and neighborhood policing. Commercial and industrial zones increase the need for patrol presence, traffic enforcement, crime prevention, and incident investigation. Agricultural areas introduce challenges such as remote access, property-related incidents, and seasonal population fluctuations. As the community continues to grow, the police department must balance proactive policing with the ability to respond effectively to increasingly complex calls for service.

Covering approximately 36 square miles, the Town of Delavan includes a mix of residential neighborhoods, commercial districts, agricultural land, and industrial facilities. Each of these land-use categories introduces unique hazards, operational challenges, and service expectations that directly influence how both fire and police resources are deployed.

These demands shift noticeably with the seasons. Summer tourism dramatically increases population density and potential call volume, winter weather elevates risks related to roadway incidents and delayed response times, and spring and fall bring agricultural activity, brush-fire potential, and transitional weather hazards. Together, these factors shape the operational profile of the Delavan Police and Fire Departments and underscore the importance of coordinated planning, data-driven decision-making, and long-term resource development.

POLICE DEPARTMENT

To build a reliable and effective public safety network, police departments depend on a diverse set of systems, resources, and organizational structures. These include established departmental policies, specialized units and equipment, advanced communication and dispatch technologies, investigative and patrol procedures, and continuous training programs that ensure officers remain prepared for evolving challenges. Together, these elements create an integrated framework that supports proactive policing, rapid response, and the protection of community well-being.

The Police department is currently fully staffed with no vacancies. The department’s authorized personnel of 14 sworn officers consist of the Chief of Police, Captain, Detective Sergeant, Patrol Sergeant, Uniformed Detective, and 9 patrol officers. The department has one administrative assistant and two Community Service Officers.

Patrol officers work a 5/2- 5/3 rotation 8.5-hour shift. There are two overlap shifts. One is 1030 AM-7 PM and the other is 7:30 PM-4 AM. The other shifts are as follows: day shift 6:30 AM-3:00 PM, afternoon shift 2:30 PM-11:00PM, and night shift 10:30 PM-7AM. The department maintains a minimum staffing level of 2 officers

on duty per shift. The overlap shifts are frequently used to cover open shifts for sick calls, vacation coverage, training absences, and temporary shift vacancies.

The department has a Marine unit that is staffed by one Community Service Officer (CSO) and a sworn officer. The mid-day overlap shift is the primary patrol unit assigned to the marine unit during the seasonal enforcement period. Marine staffing is impacted when the mid-day overlap shift is needed to fill road patrol vacancies. Currently the Captain and Detective Sergeant remain in the patrol rotation. They regularly flex to road patrol to cover open vacancies which affects their ability to fulfill their core supervisory and investigative responsibilities.

Call volume has shown a slow but steady increase over the last five years. The increase is due mainly to increased traffic enforcement. The population and call volume increase for the summer months due to it being a summer vacation destination. The Police Department does have 2 members on the County-wide SWAT team. They do not have a canine officer and have no schools in their jurisdiction, thus no School Resource Officer (SRO) program. The Police Department recently added sworn positions in 2018, 2021, and 2024.

As of 2025, the part-time police officer program was eliminated due to budget constraints. Historically, part-time officers played a vital role in maintaining operational continuity by filling shifts during full-time staff vacancies caused by leave, training, or illness. They also provided essential seasonal support to the Marine Unit, supplementing staffing during the summer months to ensure effective patrol coverage on Delavan Lake.

The Town of Delavan operates a single police facility totaling approximately 3,500 square feet. The building includes dedicated offices for the Chief, Captain, and two Sergeants, while the remaining sworn personnel share nine workstations in an open-cubicle configuration. The station also contains a public lobby and reception area, an administrative assistant workspace, a kitchen/breakroom, locker storage, and a small shower room.

Interview and training functions are supported by one training room and two interview rooms. Restroom facilities consist of one public restroom, one employee restroom, and one secure restroom designated for individuals brought into custody. Operational processing areas include an evidence processing room, secure evidence storage, a fingerprinting space, and an intoximeter/breath-testing room. Additional storage is limited to two small closets and a compact technology room.

The department also utilizes an unattached garage with one small bay and one large bay. This structure houses approximately five squad vehicles and provides storage for the radar trailer and other essential operational and training equipment.

Given the limited square footage and the number of specialized functions housed within the facility, space constraints remain a significant consideration as staffing levels and service demands continue to grow. Any future staffing expansion will require a careful evaluation of workspace capacity, evidence storage needs, and operational support areas to ensure the department can continue to meet the evolving public safety needs of the Town.

The Chief also noted that open-records requests have increasingly strained administrative capacity. The department uses Lexipol for policy and procedure management and is seeking authorization for one additional sworn officer through a potential referendum this fall.

Police Department Calls for Service Analysis

The FBI's National Incident-Based Reporting System (NIBRS) categorizes crimes into Group A and Group B offenses for reporting purposes.

Group A offenses are more serious or complex crimes that require detailed incident-based reporting, including information about victims, offenders, property, and circumstances of the offense. Examples of Group A offenses include assault, burglary, theft, motor vehicle theft, drug violations, fraud, and operating while intoxicated (OWI).

Group B offenses are generally less serious offenses and are reported as arrestee-only information, rather than full incident details. Examples of Group B offenses include disorderly conduct, trespassing, liquor law violations, curfew violations, and driving without a valid license.

This classification system helps ensure consistency in crime reporting nationwide while allowing agencies to provide more detailed information on serious criminal incidents.

The following section outlines recent crime trends specific to the State of Wisconsin. These trends provide important context for understanding how statewide patterns compare to local activity and help identify broader shifts in public safety, enforcement priorities, and community needs.

- In 2024, Wisconsin recorded about 279 violent crimes and 1,154 property crimes per 100,000 residents.
- Wisconsin’s violent crime rate is generally lower than the US average, which was about 380 per 100,000 in 2022 compared with 297 per 100,000 in Wisconsin.
- Violent crime in Wisconsin fell about 8.5% from 2021 to 2022, a sharper decline than the national trend.
- Property crime makes up the majority of incidents statewide.
- Violent crime risk in Wisconsin is estimated at about 1 in 359 residents annually, below national levels.
- Urban centers (e.g., Milwaukee, Green Bay) have much higher Crime rates than rural Towns.
- Small Towns and rural jurisdictions often report very low violent-crime incidence but still experience property crimes.
- Calls for service and quality of life issues often drive workload more than major violent crime.

Five-Year Summary

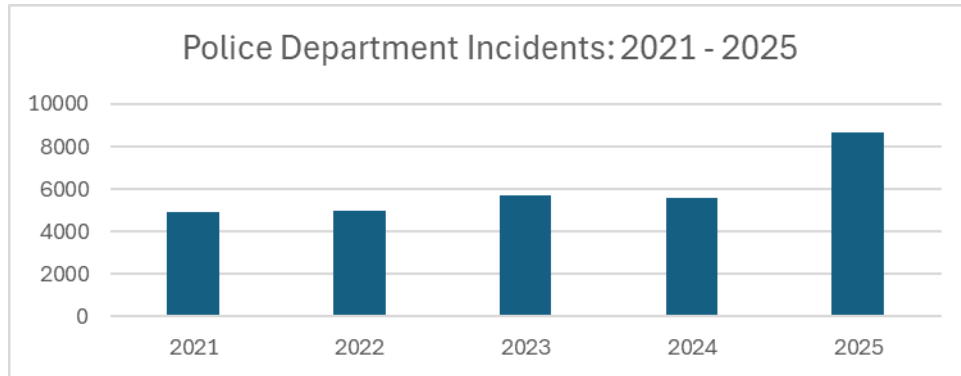
Over the five-year reporting period, UCR data reflects generally stable crime patterns with moderate fluctuations, particularly in property crimes and drug-related offenses. While total reported offenses declined in 2025 compared to the previous year, crimes against persons reached their highest level during the five-year period. Overall arrest activity has remained consistent in recent years.

The following charts illustrate the total number of calls received by the Police Department over the past five years. While overall activity has increased during this period, a detailed review of the data shows that much of this growth is directly tied to expanded traffic enforcement efforts. This increase in proactive enforcement, rather than a rise in broader criminal activity, accounts for the majority of the upward trend in call volume.

Figure: 2

Year	Police Department Incidents
2021	4,887
2022	4,948
2023	5,720
2024	5,583
2025	8,651

Figure: 3



FBI data indicates that police staffing levels across the United States average approximately 2.3 to 2.4 officers per 1,000 residents. This national benchmark, however, is not uniform; staffing levels vary significantly based on factors such as population density, community demographics, crime rates, and whether a jurisdiction is primarily urban, suburban, or rural. Regional differences also play a role. In the Midwest, for example, the average staffing level is slightly lower—about 2.2 officers per 1,000 residents—reflecting the region’s mix of smaller municipalities and rural communities.

Using the Town’s estimated 2024 population of 5,179 residents, the current staffing level of the police department equates to approximately 2.7 officers per 1,000 residents. This places the department modestly above the Midwest average and slightly above the national range. While being above average does not automatically indicate overstaffing, it does suggest that the Town maintains a comparatively strong police presence relative to similarly sized communities. This level of staffing can offer several operational advantages, including improved response times, increased capacity for proactive policing, and greater flexibility in managing training, leave, and special assignments.

It is important to note that population-based staffing metrics do not fully capture the seasonal fluctuations experienced by the Town. During peak tourism periods, special events, or times of increased recreational activity, the effective population can rise substantially. These temporary but recurring increases place additional demands on police services, often resulting in higher call volumes, increased traffic-related incidents, and greater need for visible patrol presence.

Because these seasonal surges are not reflected in standard census-based population counts, the calculated ratio of officers per 1,000 residents may understate the actual service burden placed on the department. When these fluctuations are taken into account, the department’s staffing level may be more closely aligned with operational needs than raw population metrics alone would suggest.

FIRE – EMS DEPARTMENT

To create a comprehensive and effective response system, fire departments rely on a wide array of systems, resources, and organizational structures. This includes standardized operating guidelines, specialized apparatus and equipment, communication systems, incident command procedures, and ongoing training programs designed to maintain operational readiness. Together, these components form an integrated framework that supports safe and efficient emergency operations.

The fire department currently consists of 26 paid-on-call (POC) firefighters, 2 full-time AEMT/Firefighters, and 4 full-time Paramedics. The Fire Chief is a salaried employee but is not classified as full-time. Collectively, the organization represents a combination of full-time, part-time, paid-on-call, and administrative personnel. Training requirements, operational standards, and equipment capabilities have expanded significantly in recent years, reflecting both industry advancements and the increasing complexity of modern emergency response.

The EMS Division operates under the supervision of the Fire Chief and staffs a first-line Paramedic ambulance supported by a second AEMT-level ambulance. The division includes certified Paramedics and AEMTs who provide critical medical care to the community. Several EMS personnel also serve as firefighters, enhancing operational flexibility and strengthening cross-disciplinary response capability.

In 2022, the department transitioned from a fully POC model to a combination career/POC structure. Six full-time personnel now staff two on-duty positions around the clock, supplemented by 26 POC members who provide additional response capacity. The department delivers 24/7 coverage from two stations. Station 1, located at 5698 Town Hall Road, is a 20,000-square-foot facility that houses:

- 1 Engine
- 1 Tower Ladder
- 1 Tender
- 1 Heavy Rescue
- 2 Ambulances
- 2 Personnel Chase Cars
- 1 Utility Pick-ups
- 1 Grass-Rig
- 1 UTV and Trailer
- 1 Airboat and Trailer
- 1 Storage Trailer

Station 2, located at 2702 CTH O. Station 2 is a 3600-square-foot facility that houses:

- 1 Utility Pick-up
- 1 Engine
- 1 Tender
- 1 Ambulance

Station 2 is not currently equipped with bunkroom accommodations, limiting the ability for personnel to staff the facility on a continuous 24/7 basis.

Fire Department Calls for Service Analysis

In 2025, the department responded to 668 incidents. This call volume demonstrates the department's capacity to manage a wide range of incident types, including medical emergencies, fire suppression, rescue operations, and mutual-aid responses. It's important to note that these figures reflect the actual number of incidents that occur each year. Historically, when a single call required both EMS and fire department response, the department recorded it as an incident for each division. As a result, one event could be counted twice, once for EMS and once for fire, even though it was a single incident.

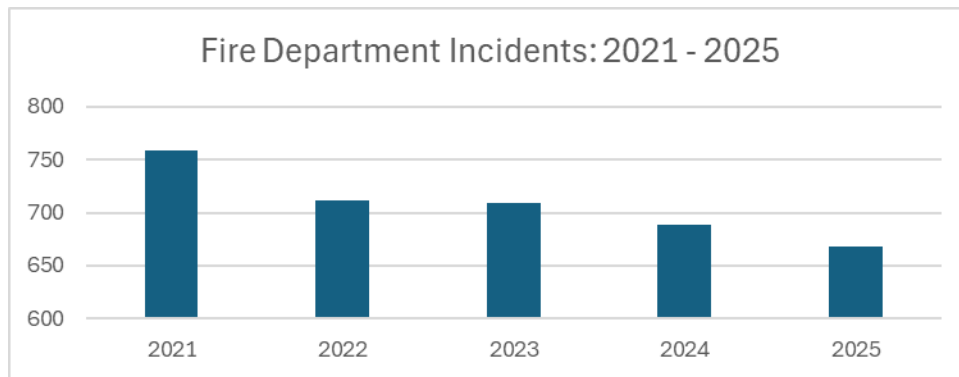
Five-Year Call Trends

Over the past five years, overall call volume has shown a slight but noticeable decline. While the reduction is modest, it provides useful insight into service demand and operational trends within the community. The following charts illustrate this pattern by detailing the fire department’s incident activity across the same period, offering a clearer view of how call frequencies have shifted year to year.

Figure: 4

Year	Fire Department Incidents
2021	759
2022	712
2023	709
2024	689
2025	668

Figure: 5



According to the documentation provided, the fire department has steadily reduced its response times over the past five years. This improvement reflects a sustained commitment to operational efficiency, and the department should be commended for its efforts and encouraged to continue this progress. As shown in the following chart, the interval from call dispatch to unit arrival on scene has consistently decreased year over year.

Figure: 6

Year	Dispatch to On-Scene
2021	12:12
2022	8:19
2023	7:03
2024	6:48
2025	6:40

Fire Prevention and Community Engagement

The fire department conducted more than 269 fire inspections throughout the town, ensuring compliance with applicable fire and life-safety codes. This work is essential to maintaining strong relationships with

business owners and residents while proactively identifying hazards that could threaten public safety. Inspection records are maintained in the Chief's office, and more than 119 violations were documented.

Calls for service are a key component of this analysis, though they represent only one aspect of the department's annual workload. Fire personnel also support numerous community activities, including fundraisers, National Night Out, Trick-or-Treat events, and the annual Fire Department Open House. In 2023, the Fire Inspector and duty crews placed additional emphasis on improving address visibility and correcting other safety-critical issues to enhance emergency response effectiveness.

Automatic Aid & Mutual Aid

The Fire Department relies on strong, well-established partnerships with neighboring agencies to ensure effective public safety and dependable emergency response. These relationships support resource sharing, coordinated operations, and seamless communication during both routine incidents and large-scale emergencies. Maintaining and strengthening these partnerships is essential to the Department's operational effectiveness and enhances the overall level of service provided to the community.

In addition to local cooperative agreements, the Department participates in the Wisconsin Mutual Aid Box Alarm System (MABAS). This system provides a standardized, statewide framework for requesting and deploying resources during significant or complex incidents. Through MABAS, departments can rapidly access additional personnel, apparatus, and specialized capabilities that may exceed local capacity. Participation also promotes consistent operational procedures, improves regional coordination, and ensures that agencies can work together efficiently during high-demand or multi-jurisdictional events.

Despite the benefits of these partnerships, current data shows that the Town provides nearly twice as much mutual aid as it receives. This imbalance has the potential to add strain on available personnel and equipment, particularly during periods of high call volume or when staffing is already limited. While mutual aid is a critical component of modern fire service operations, the Town's disproportionate level of outgoing support underscores the importance of monitoring staffing levels, response capacity, and long-term sustainability.

National Standards and Performance Expectations

Wisconsin does not impose statutory response-time requirements for fire or EMS agencies. However, the National Fire Protection Association (NFPA) publishes widely recognized industry standards that outline recommended performance objectives. These standards are not regulatory mandates, but they serve as important benchmarks for evaluating operational readiness and service delivery.

For combination fire departments, national guidance is shaped primarily by two standards. NFPA 1710 establishes performance expectations for career departments, while NFPA 1720 is the standard most applicable to combination and volunteer-dependent organizations. NFPA 1720 addresses turnout times, minimum staffing, and the assembly of an effective response force; factors that directly reflect the operational realities of departments that rely on paid-on-call or volunteer personnel, particularly during evenings, weekends, and other off-peak staffing periods.

A key step in applying NFPA 1720 is determining the appropriate Demand Zone, which is based on the population density of the service area. This classification, urban, suburban, rural, or remote, drives the corresponding performance benchmarks, including recommended response times and the number of personnel required to form an effective firefighting force. Accurately identifying the Demand Zone ensures the department is evaluated against standards that align with the community's characteristics, risk profile, and service expectations.

Figure #7

NFPA 1720 Table 4.3.2 Staffing and Response Time				
Demand Zone	Demographics	Minimum Staff to Respond	Response Time (minutes)	Meets Objective (%)
Urban	>1000 people/sq. mile	15	9	90
Suburban	500-1000 people/sq. mile	10	10	80
Rural	<500 people/sq. mile	6	14	80
Remote	Travel distance > 8 mi	4	Dependent	90

Source: NFPA 1720, Standard for Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments

Effective Response Force

The number of responders available is a critical factor in determining how a fire department can initiate operations at the scene of a fire. NFPA 1720 refers to this capability as the Effective Response Force (ERF), defined as the minimum number of personnel required on scene to safely and effectively perform all essential fireground tasks. These tasks typically include:

- Command and safety oversight
- Fire attack and backup lines
- Search and rescue
- Ventilation
- Rapid intervention team (RIT)
- Water supply
- Pump operations
- Support functions such as forcible entry and laddering

The ERF represents the coordinated team necessary to stop the escalation of an incident. Without an adequate ERF, critical tasks must be delayed, performed sequentially rather than simultaneously, or omitted entirely, each of which increases risk to civilians, firefighters, and property.

In a combination department with limited career staffing, the ERF is initiated by career personnel and complimented by paid-on-call responders. This makes volunteer recruitment, retention, availability, and training consistency essential components of ERF performance.

OSHA Two-In / Two Out

OSHA's "two-in/two-out" requirement establishes the minimum staffing necessary to begin interior operations in an environment classified as Immediately Dangerous to Life or Health (IDLH). An IDLH environment is any atmosphere that poses an immediate threat to life, would cause irreversible health effects, or would impair a firefighter's ability to escape without assistance. To comply with this standard, at least four firefighters must be on scene, and all four must be trained and equipped to operate as interior firefighters.

Two firefighters must enter the structure together to maintain accountability and safety, while two additional personnel remain outside the IDLH area to monitor conditions, maintain communication, and be immediately available to initiate rescue if the interior crew becomes endangered.

While positioned outside, these firefighters may perform essential support functions, such as establishing incident command, managing the water supply, operating the pump, or preparing equipment, provided these tasks do not delay their ability to perform an immediate rescue. This configuration ensures interior operations can begin safely while maintaining the required rapid-intervention capability.

An exception to the “two-in/two-out” requirement exists when firefighters are confronted with a known, immediate life-threatening situation where a rescue must be attempted without delay. In these circumstances, crews are permitted to enter an IDLH environment without the full complement of four personnel, provided the situation presents a clear and immediate need for rescue. This exception is intended to prevent loss of civilian life when waiting for additional personnel would result in a delayed response.

Staffing Analysis

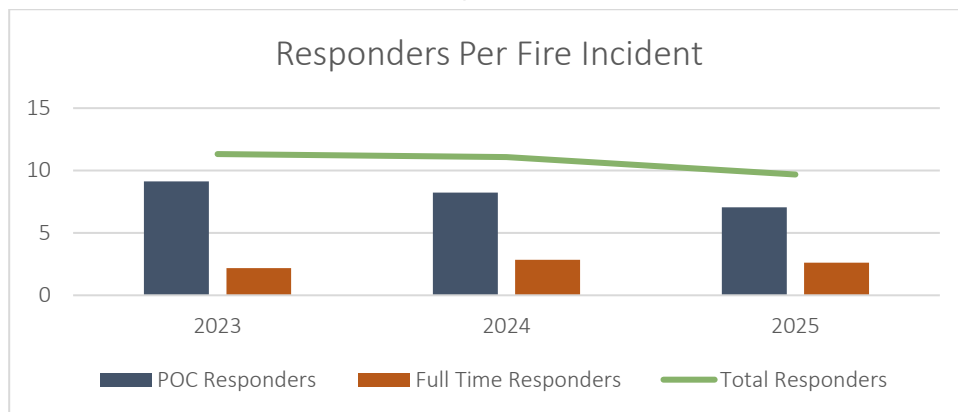
According to department documentation, the fire department has averaged 10.69 responders per fire incident over the past three years. This figure reflects a combined response from both paid-on-call personnel and full-time staff, as both groups are routinely dispatched to fire-related events. It is important to recognize this blended staffing model when interpreting the data, as it does not represent fire-only personnel.

In addition, the following charts show a gradual decline in the number of responders per incident during this three-year period. While the decrease is modest, it may indicate shifting availability among paid-on-call members, changes in response protocols, or broader trends in volunteer participation, factors that warrant continued monitoring to ensure adequate staffing for fire operations.

Figure: 8

YEAR	POC Responders	Full Time Responders	Total Responders
2023	9.14	2.17	11.32
2024	8.23	2.85	11.09
2025	7.06	2.61	9.68

Figure: 9



Based on input from the fire chief, current staffing levels are adequate to meet the community’s immediate needs. However, the chief believes that an additional 3–4 full-time firefighter/EMS personnel will be necessary to sustain reliable service in the years ahead. He also reports that recruiting new paid-on-call (POC) members has become increasingly difficult, and several long-serving responders are nearing retirement or may soon be unable to continue active response duties.

IV. PROJECT RECOMMENDATIONS

This section presents the recommendations developed through this study. These recommendations are based on a comprehensive assessment of the two departments' organizational structure, personnel resources, call volume, population trends and national and local trends. The analysis considered current operations, projected service demands, and the department's ability to meet community expectations both now and in the future.

In addition to identifying current strengths and challenges, the recommendations aim to provide a strategic pathway for enhancing service delivery, operational efficiency, and long-term sustainability. They are designed to support informed decision-making by outlining practical steps that align staffing, organizational structure, and resource deployment with anticipated community needs. By focusing on both immediate improvements and future readiness, these recommendations offer a balanced approach that positions each department to adapt effectively to changing demands while maintaining a high standard of public safety service.

POLICE DEPARTMENT

The Town of Delevan Police department has added 3 sworn positions since 2018, which has increased its full time staff of sworn officers to 14. In 2025 the Town eliminated the part time sworn positions which were used primarily to man the Town's Marine unit for summer boat patrol on Delevan Lake thus leaving the PD to fill the Marine unit with officers from the normal schedule causing minor disruptions in the schedule including moving supervisory staff from their normal duties to cover open shifts. The following recommendations are being made to address the situation.

- Marine Staffing outside of the CSO should be posted as overtime. DNR reimbursement under most circumstances pays for a percentage of time sworn officers doing recreational patrol such as a Marine unit or snowmobile patrol. Thus, only leaving the Town with the overtime portion.
- Engage in discussions with the Sheriff's Office and DNR to assist with lake patrols when the police department is unable to fill Marine shifts. While the Sheriff's Office and DNR are busy with other Marine patrol units the shared services discussion should still take place.
- Re-establish part-time sworn officers for special events such as the Marine unit. This option is not always popular and can be difficult during the current hiring environment but appeared to have worked well for the Town in previous years prior to the Town board removing the program.
- Adding one officer over the next 2-5 years through the normal budgeting process. A part-time administrative professional should also be considered to assist in the increasing demands of open records requests.
- Update the Town's strategic plan with a focus on Town wide staffing needs. This would give the Town a road map for future hiring and other large capital expenditures.
- Further study should be done to address future staffing and capital improvement needs such as the Police station, which is currently at capacity, so that the Town is better prepared for the potential of going to a future referendum for additional spending.

FIRE – EMS DEPARTMENT

The department is staffed by a mix of personnel, including 26 paid-on-call firefighters, two full-time AEMT/firefighters, and four full-time paramedics. The Fire Chief serves in a salaried capacity, though the

position is not classified as full-time. Together, these individuals form a blended workforce of full-time, part-time, paid-on-call, and administrative members.

To support the continued growth, effectiveness, and sustainability of the fire department, the following recommendations are offered:

- Strengthen recruitment and retention efforts. The department should continue expanding its recruitment initiatives for additional paid-on-call (POC) personnel while also prioritizing strategies that improve retention of current members. Consistent staffing is essential for maintaining operational readiness.
- Conduct a comprehensive Community Risk and Hazard Analysis, followed by a formal Standard of Cover (SOC) assessment. This process will allow the department to identify and quantify community risks, evaluate current and future staffing needs, and determine the most effective deployment strategies based on actual service demand and operational capability.
- Define the department's Effective Response Force (ERF). Establishing clear ERF expectations for each incident type will ensure consistent deployment practices and help guide long-term staffing and resource planning.
- Enhance data collection and performance tracking. The department should implement a structured process for capturing detailed response data, enabling leadership to measure performance, identify trends, and make data-driven decisions regarding staffing and operations.
- Plan for incremental staffing increases. As response data highlights specific needs, additional personnel should be added gradually through the normal budget cycle to maintain fiscal responsibility while improving service delivery.
- Evaluate facility needs for future staffing models. As staffing levels evolve, particularly if 24-hour staffing becomes necessary, the department should assess and plan for station modifications to accommodate personnel living quarters and operational needs.
- Review and update mutual-aid agreements to reflect current capabilities, expectations, and operational realities, and actively participate in regional planning efforts to strengthen interoperability and resource sharing. Well-coordinated mutual-aid partnerships enhance operational efficiency, improve firefighter safety, and help ensure that adequate staffing and water supply can be sustained during complex or prolonged incidents.
- Explore shared service and partnership opportunities. Collaborating with neighboring agencies may provide cost-effective ways to enhance service delivery, improve response capabilities, and reduce duplication of effort.
- Update the Town Strategic Plan. It is recommended that the town initiate a comprehensive strategic planning process that evaluates staffing needs across all departments, including the fire department, and incorporates those needs into a long-term, sustainable plan.

V. CONCLUSIONS

These recommendations reflect a comprehensive evaluation of the police department and fire department's organizational structure, staffing levels, operational capacity, and future service needs. The assessment considered current workloads, projected community growth, and the department's ability to meet evolving public safety expectations. Together, these findings provide a strategic foundation for strengthening service delivery, enhancing operational readiness, and supporting long-term sustainability.

The recommendations have been organized to clearly connect identified challenges with actionable steps that support the Town's long-term public safety goals. Each recommendation is grounded in data, operational

context, and industry best practices, ensuring that Town leadership can make informed decisions about resource allocation, staffing, and future planning. This approach provides a transparent roadmap for positioning departmental capabilities with community expectations while preparing both agencies for the demands of the coming years.

As the Town of Delavan continues to grow and its service environment becomes more complex, proactive planning and thoughtful investment will be essential. The recommendations presented here are intended to guide that process, helping the Town position both departments for continued success, improved community outcomes, and a resilient public safety system capable of meeting the needs of residents today and well into the future.

After reviewing the findings of the public safety staffing study, we are not recommending a referendum at this time. Current staffing levels for both the police and fire departments meet or exceed state and national averages. An analysis of the town's population shows that it has remained relatively stable since 2000, with no significant long-term growth or decline. Call volumes for both departments have also remained steady, with no notable increases over the past five years. Each department has added full-time staff in recent years and, according to department leadership, is operating effectively under its current staffing model.

Additional documentation and studies, particularly for the fire department, have been recommended and should be completed before considering any further staffing expansions. While both agencies report that they have adequate coverage for their present needs, they also express concerns about future staffing requirements and capital improvements to their facilities. If a referendum is considered now or in the future, building needs should be evaluated and incorporated into that process.

Overall, the Town of Delevan's police and fire agencies are well-positioned for the future. Both are led by highly qualified, forward-thinking chiefs who prioritize the best interests of the community. While current operational needs are being met, future needs should be incorporated into the town's long-term strategic planning.



Town of Delavan Fire Department 2025 Annual Report



Town of Delavan Fire Department

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Delavan, WI 53115

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2025 TDFD Annual Report

As we close out another year of service and look ahead to what's next, we are proud to present the Town of Delavan Fire/EMS Department's 2025 Annual Report. This past year challenged us in new ways, while also reinforcing the strength, adaptability, and dedication of our team.

A YEAR IN REVIEW

In 2025, our department continued to deliver dependable, high-quality emergency services to our community. We maintained strong response times and operational readiness, while continuing to rely minimally on mutual aid—a reflection of both our staffing model and our team's commitment.

Our success is driven by our combination structure of full-time and paid-per-call personnel. With consistent full-time coverage and the ongoing dedication of our paid-per-call members, we continue to operate at a high level within Walworth County. The culture within our department—built on teamwork, accountability, and professionalism—remains one of our greatest strengths.

At the same time, we are increasingly seeing the impacts of staffing shortages across neighboring communities. Over the past year, our department has been called upon more frequently to assist surrounding agencies, and we have answered that call. Supporting our regional partners is a critical part of the fire/EMS service, and this trend underscores the importance of strong collaboration and resource sharing.

LOOKING AHEAD

As we move into the coming year, our focus remains clear: sustaining a high level of service while proactively addressing the challenges facing the fire service nationwide.

Workforce Sustainability

Like many departments across the country, we continue to face pressures related to recruitment and retention—particularly within paid-per-call staffing. We remain committed to preserving this model as a cost-effective solution for our residents, while actively exploring new strategies to attract and retain qualified personnel.

A Message from Chief Jarosz Continued...

Regional Cooperation & Shared Services

In response to increasing regional demand, we are actively working with neighboring departments to explore shared service opportunities and formal intergovernmental agreements. These efforts are intended to improve efficiency, strengthen response capabilities, and ensure that all communities involved can maintain reliable emergency services despite ongoing personnel challenges.

As part of this collaboration, we anticipate continuing—and potentially increasing—our response to neighboring jurisdictions when they are in need. While this reflects the strength of our department, it also reinforces the importance of long-term planning and sustainable staffing solutions at both the local and regional levels.

Health and Readiness of Our Team

The physical and mental well-being of our personnel remains a top priority. Emergency response demands a high level of preparedness, and we are committed to ensuring our members have the resources, training, and support necessary to perform safely and effectively.

KEY INITIATIVES

To support our mission, we are continuing to advance several important initiatives:

- **Regional Collaboration & Shared Services**
Continuing to develop partnerships and evaluate intergovernmental agreements that enhance efficiency and response capabilities across jurisdictions.
- **Expanded Emergency Preparedness Training**
Building on prior Emergency Operations Center (EOC) efforts to further strengthen coordination between town departments, regional partners, and county emergency management.
- **Joint Training with Law Enforcement**
Enhancing coordinated response capabilities through continued training with the Town of Delavan Police Department, particularly in high-risk and rapidly evolving incidents.
- **Mutual Aid Development**
Strengthening existing partnerships while adapting to increased demand for assistance from neighboring departments.
- **Strategic Equipment Planning**
Addressing long lead times and rising costs by improving long-term planning for apparatus and equipment replacement.

A Message from Chief Jarosz Continued...

CHALLENGES AHEAD

While we are proud of our progress, we recognize the challenges on the horizon. Staffing shortages—both within our department and across the region—along with increasing call volumes and more complex incidents, continue to place pressure on personnel and resources.

Ensuring adequate staffing levels is critical—not only for effective response, but for the safety of our firefighters, EMS providers, and the community we serve. As regional reliance grows, it becomes even more important to balance service expectations with sustainable staffing and funding strategies.

IN CLOSING

I would like to extend my sincere appreciation to the residents of the Town of Delavan for your continued trust and support. It is an honor to serve this community.

With the dedication of our personnel and the strength of our regional partnerships, we are confident in our ability to meet the challenges ahead and continue providing the high level of service you expect and deserve.

Sincerely,

Chief Jamie Jarosz



2025 Personnel Update

TDFD 2025 Command

Chief Jamie Jarosz

Assistant Chief Jeff Flitcroft

Assistant Chief Mike Hanson

Fire Captain Michael Petkoff

EMS Captain Jennifer Petkoff

Lieutenant Nathan Hartlaub

Lieutenant Joey Balsitis

Lieutenant Mandalyn Witte



2025 personnel report:

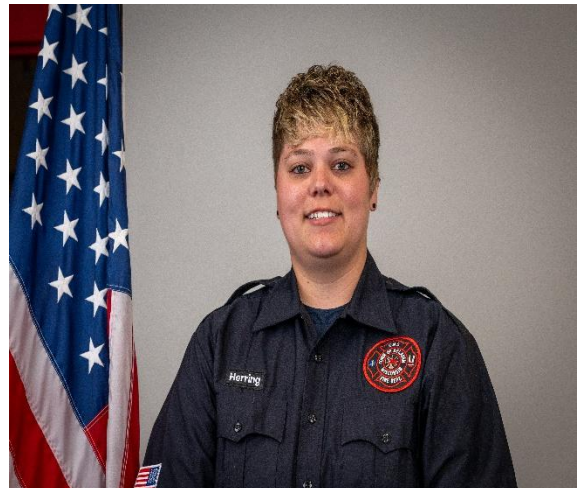
Pay-on-Call Fire/EMS Personnel: **24**

Full-time AEMT/Firefighter: **2**

Full-time Paramedics: **4**

**During 2025, the Town of
Delavan Fire Department
proudly promoted:**

Mandalyn Witte to the rank of
EMS Lieutenant



TDFD Station Locations

Station 1 (Primary Station) – 5698 Town Hall Road



Station 2 – 2704 County O South



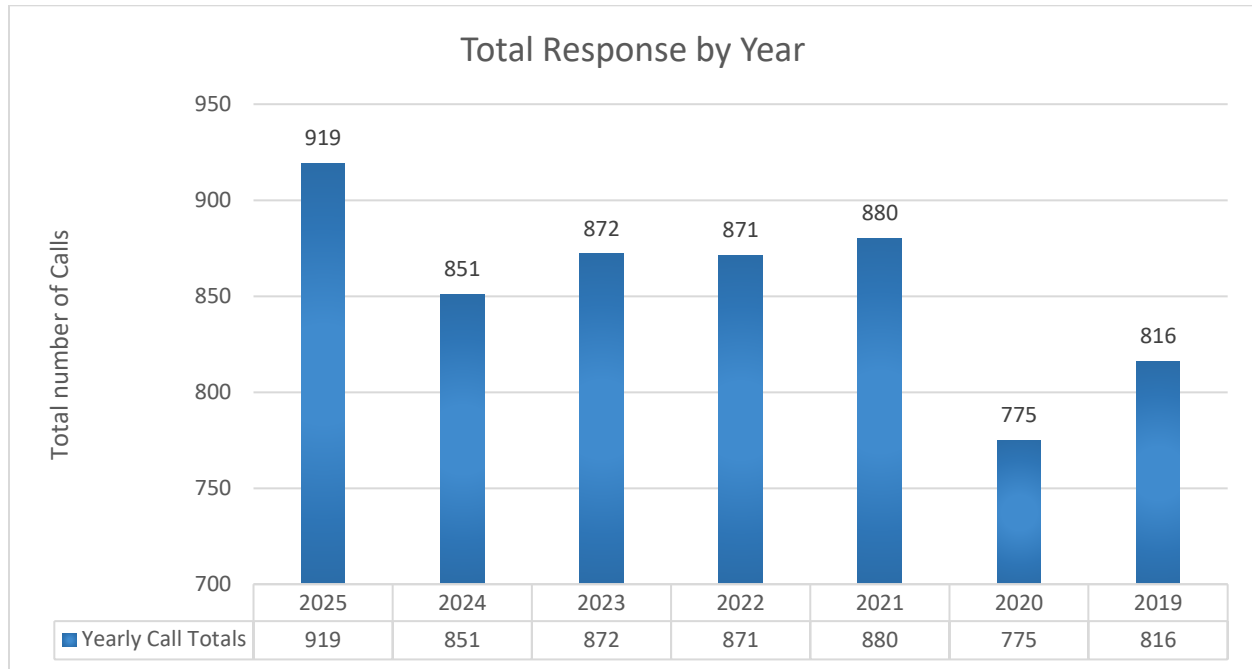
TDFD Annual Call Statistics

In 2025, the Town of Delavan Fire Department had 755 calls.

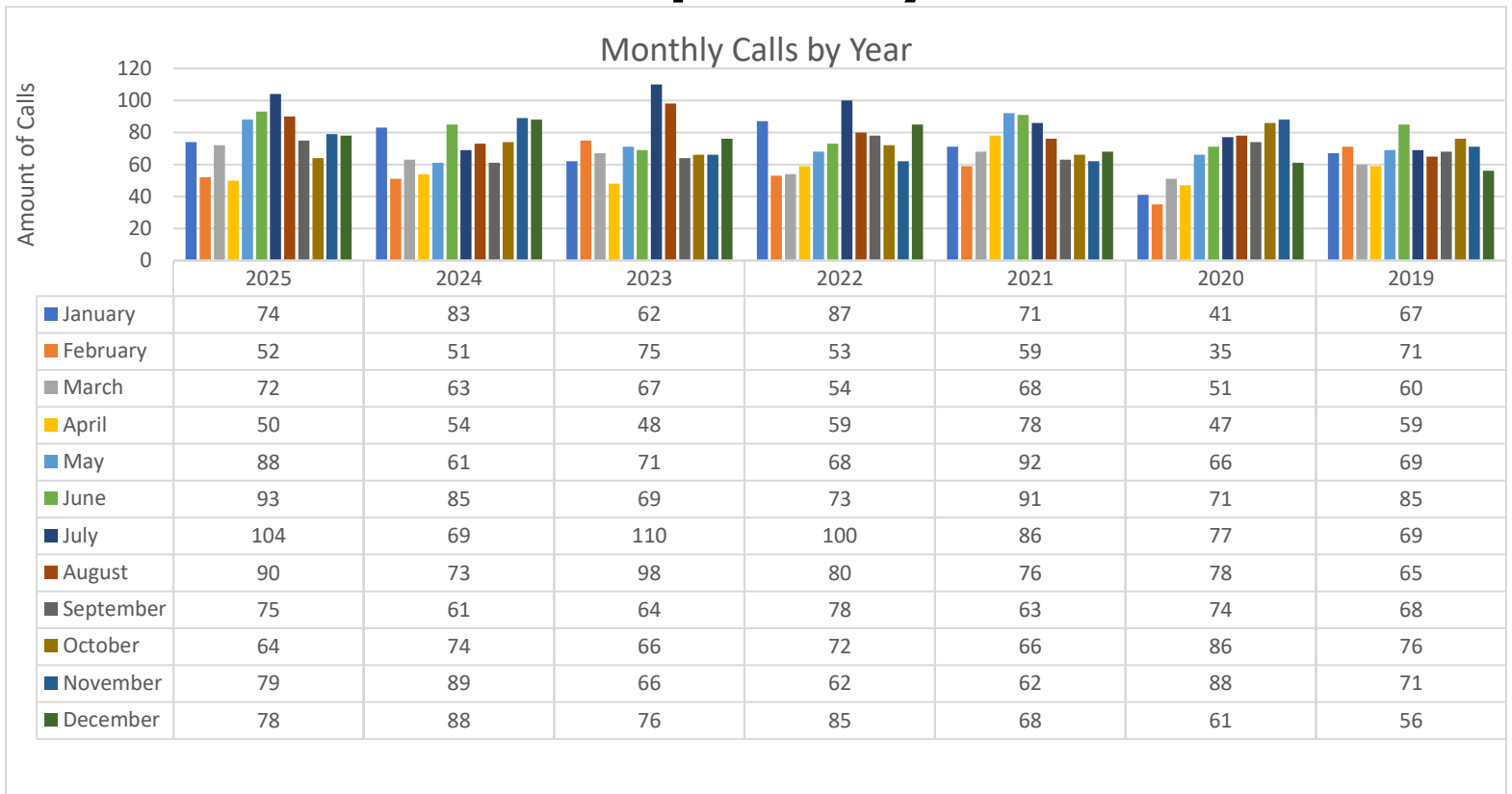
NFIRS CODE	TYPE OF CAL	AMOUNT
111	Building fire	28
113	Cooking fire, confined to a container	1
116	Fuel burner/boiler malfunction, fire confined	1
131	Passenger vehicle fire	4
141	Forest, woods or wildland fire	2
142	Brush, or brush and grass mixture fire	4
143	Grass fire	2
151	Outside rubbish, trash or waste fire	1
311	Medical assist, assist EMS crew	1
321	EMS call, excluding vehicle accident with injury	469
322	Vehicle accident with injuries	31
323	Motor vehicle/pedestrian accident (MV Ped)	1
324	Motor vehicle accident with no injuries	18
341	Search for person on land	1
361	Swimming/recreational water areas rescue	1
362	Ice rescue	1
412	Gas leak (natural gas or LPG)	12
413	Oil or other combustible liquid spill	1
422	Chemical spill or leak	1
424	Carbon monoxide incident	10
444	Power line down	9
445	Arcing, shorted electrical equipment	3
531	Smoke or odor removal	5
551	Assist police or other governmental agency	2
553	Public service	1
555	Defective elevator, no occupants	1
561	Unauthorized burning 1	1
571	Cover assignment, standby, move up	5
611	Dispatched & canceled en route	62
631	Authorized controlled burning	1
671	Hazmat release investigation w/ no hazmat	1
700	False alarm or false call, other	16
714	Central station, malicious false alarm	1
733	Smoke detector activation due to malfunction	3
736	CO detector activation due to malfunction	5
743	Smoke detector activation, no fire- unintentional	10
744	Detector activation, no fire - unintentional	5
745	Alarm system sounded, no fire -unintentional	28
746	Carbon monoxide detector activation, no CO	6

TDFD Annual Call Statistics Continued...

Total Response by Year



Total Response by Month



Note: These statistics are an accumulation of EMS and Fire Combined. While there were 755 calls, our department breaks down each of these calls by the type of response, either by EMS or Fire. For example, if an EMS call requires fire personnel to assist, an additional response is created under the same call number. Thus, we have a total of 919 responses in 2025.

TDFD Annual Call Statistics Continued...

Mutual Aid Received

Department	EMS	Fire	Cancelled	Total
City of Delavan/Medix	1	0	1	2
Elkhorn	1	0	0	1
Walworth	0	1	0	1
Fontana	0	1	0	1
Multiple Units	1	2	0	3
Totals	3	4	1	8

Mutual Aid Given

Department	Cancelled	EMS Transport	EMS No Transport	Fire Assists	Fire Cancelled	Total
Boone County	0	0	0	0	1	1
Bloomfield/Genoa City	0	0	0	3	1	4
City of Delavan/Medix	2	7	7	4	0	20
Clinton	0	0	0	1	0	1
Darien	0	2	0	5	0	7
East Troy	0	0	0	0	1	1
Elkhorn	18	21	5	17	8	69
Fontana	0	2	0	1	0	3
Lake Geneva	0	0	2	8	2	12
Lakeside	0	0	0	3	0	3
Lauderdale/LaGrange	0	0	0	2	0	2
Sharon	1	0	0	0	0	1
Lyons	0	0	0	1	0	1
Twin Lakes	1	0	0	1	0	2
Town of Beloit	0	0	0	1	0	1
Walworth	0	2	0	0	0	2
Whitewater	0	0	0	3	0	3
Williams Bay	0	0	3	9	0	12
Totals	22	34	17	59	12	144

TDFD Annual Call Statistics Continued...

Average Response Times

2022		
Month	# of Incidents	Average Response Time (Dispatch to On Scene)
January	72	0:10:58
February	45	0:10:31
March	51	0:08:47
April	50	0:07:49
May	56	0:07:49
June	59	0:09:45
July	79	0:07:47
August	63	0:07:35
September	58	0:07:38
October	57	0:07:49
November	48	0:06:52
December	74	0:06:23
Total	712	0:08:19

2023		
Month	# of Incidents	Average Response Time (Dispatch to On Scene)
January	51	0:07:43
February	58	0:09:41
March	53	0:06:37
April	44	0:05:53
May	64	0:08:03
June	56	0:06:14
July	77	0:06:47
August	77	0:06:24
September	56	0:07:32
October	56	0:06:41
November	51	0:05:25
December	66	0:07:37
Total	709	0:07:03

2024		
Month	# of Incidents	Average Response Time (Dispatch to On Scene)
January	70	0:07:14
February	45	0:05:41
March	53	0:06:20
April	43	0:06:06
May	49	0:10:32
June	67	0:06:52
July	55	0:07:28
August	60	0:06:51
September	47	0:04:55
October	62	0:07:02
November	68	0:06:10
December	70	0:06:29
Total	689	0:06:48

2025		
Month	# of Incidents	Average Response Time (Dispatch to On Scene)
January	53	0:06:30
February	40	0:05:07
March	57	0:06:56
April	32	0:08:14
May	63	0:06:49
June	71	0:06:17
July	76	0:06:34
August	64	0:05:37
September	55	0:06:51
October	48	0:07:37
November	52	0:06:57
December	57	0:06:35
Total	668	0:06:40



TDFD Annual Call Statistics Continued...

ALS vs BLS Runs

Month	ALS Runs	BLS Runs	N/A Runs (Fire Calls, Cancellations, etc.)	Totals
January	19	23	11	53
February	11	20	9	40
March	28	17	12	57
April	11	11	10	32
May	29	20	14	63
June	30	23	18	71
July	38	19	19	76
August	27	16	21	64
September	24	17	14	55
October	21	18	9	48
November	15	21	16	52
December	24	17	16	57
Totals	277	222	169	668

ALS = Advanced Life Support / BLS = Basic Life Support

All incidents from 2025 have been entered into NFIRS and ProPhoenix



Department Training

TDFD Training

To ensure our community can receive the best possible care and service, we dedicate our time to continue to develop and practice our knowledge and skills. In total, our department spent a total of 3151 Hours of training.

Every month, we host a general meeting for our personnel. During this meeting, we discuss business, new policy/procedures, new equipment, and things happening in our area. During each meeting, a brief safety presentation is shown to discuss an important topic that pertains to calls we may be facing during the upcoming month.



Each month, we also host a department drill. This drill focuses on large-scale scene incidents, department certifications, and general skill improvement. This year, we covered the following topics:

- CPR Certifications
- Vehicle Stabilization and Extraction
- Incident Training at 5680 Parliament LN
- Live Burn training with a large barn
- Mass Casualty Training
- EVOC Training (Emergency Vehicle Operator Course)
- Apparatus Staging and General Apparatus Function
- Acquired Structure Training (Interior and Exterior Operations)
- Hazmat
- Ice Rescue

Additionally, EMS Members are required by the state to attend continuing education each month. To maintain the state requirements, each month Mercy Health hosts a 2 Hour training session at our station. Sessions include reviewing previous calls, new protocols, and skill review.

Lastly, in 2025, we also started an additional drill. This drill is where the Fire Captain and Lieutenants host an "officers' choice" drill. These drills are optional drills to go over skills, techniques, and prepare for the upcoming events.

New Equipment

New Equipment

This year, we have purchased new equipment, gear, and additional operational items. Listed below are several new items of greater importance to our department.

Fire

This year, we purchased new Milwaukee lights and batteries, as well as two new saws. This new equipment is a much-needed upgrade for us to have the equipment required to properly serve our community.

EMS

We purchased 3 Sapphire™ Multi-Therapy Infusion Pumps for each ambulance to assist with delivering paramedic medications to patients.

We purchased another Lucas device to equip another ambulance. We now have 2 Lucas devices and will be continuing to phase out our Autopulse devices.

Furthermore, we purchased a pediatric restraint device to help us to secure pediatric patients better without them being held by family during transports. All of these items were purchased through the WI Funding Assistance Program funds (FAP) that we receive from the state every year.

We also purchased 3 Glidescope Go Video Laryngoscopes for patient intubations. These phased out our King Vision video laryngoscopes.

Lastly, we purchased a FoamFrat online membership for full-time personnel to have access to continuing education opportunities.



New Saws



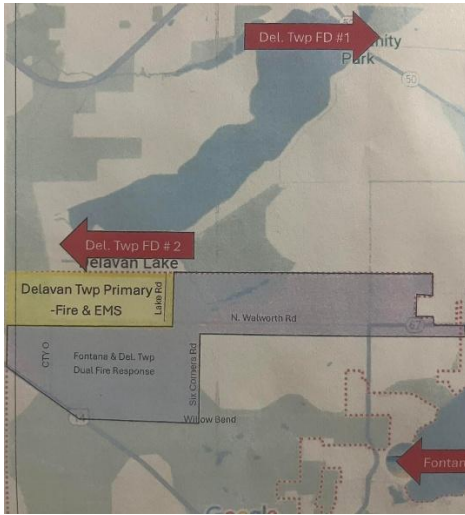
New Glidescope



New Lucas Device

Around the Department

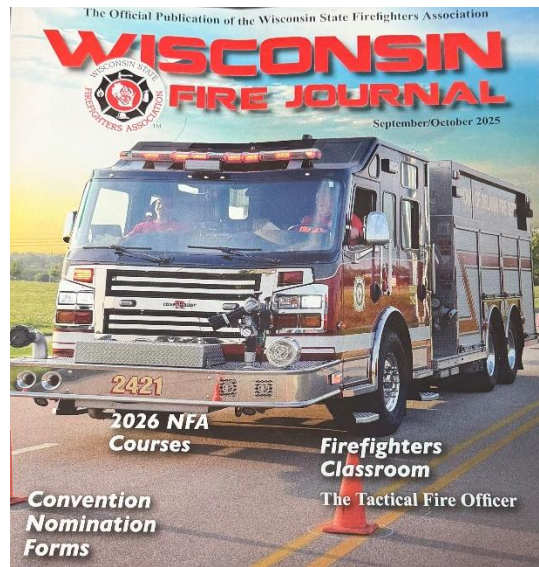
Walworth Township Coverage



Starting May 1, 2025, the Town of Delavan Fire Department began covering the North-West portion of Walworth Township. As well as being requested simultaneously with the Fontana Fire Department to another portion of Walworth Township. This was made possible via an intergovernmental agreement between the three governments of the Town of Delavan, Fontana, and Walworth Township. We are proud to be serving the citizens of our newly acquired response area.

Department Showcase

This year, we were honored to be asked to be a part of the Wisconsin Fire Journal Fire Department Spotlight by the Wisconsin State Firefighters Association. The Wisconsin State Firefighters Association publishes bi-monthly publications. In their publications, they spotlight new equipment, general information about the fire service, and a dedicated spot showcasing a fire department.



Station Improvement



This year, our department agreed to purchase a new sign to display on the station. This sign was originally supposed to be a part of the station when it was first built in 2021. It was put on hold to ensure other critical items needed for operation were purchased. After the discussion, it became obvious to our department that it was time to add this final touch to our station.

Clinical Save Award

In October 2025, TDFD Members were recognized and presented the Clinical Save Award by Dr. Sean Marquis from Mercy Health for their effort that was displayed during the summer that saved the life of a patient who experienced sudden cardiac arrest requiring advanced care management to help revive and stabilize the patient before reaching the hospital. After receiving additional cardiovascular care at Mercyhealth Hospital & Trauma Center in Janesville, the patient was able to go home with their family about a week later.

The TDFD Members present were:



Assistant Chief Mike Hanson
Captain Michael Petkoff
Lieutenant Nathan Hartluab
Lieutenant Joey Balsitis
Lieutenant Mandalyn Witte
Brett Zillmer
Mike McClenthan
Kyle Smith
Ella Balabuszko

Fire Prevention

Fire Inspections

This year, the Town of Delavan Fire Inspector completed 272 inspections within the Town of Delavan. The Fire Inspector recorded a total of 65 violations. Out of 65 violations, follow-up inspections concluded that 54 of them have been corrected.

Fundraising

On August 2nd 2025 we continued our annual Pancake Breakfast held at our station. With the gracious support of our community, we were able to raise \$30,073. We are thankful for the support of our community and look forward to our next Pancake Breakfast on August 1st 2026.



Public Outreach



This year, we made it our goal to continue to be active in our community. We were present at the following events:

- National Night Out
- Fleet Farm Touch a Truck
- Delavan Lakefest
- Trick or Treating
- Westshire Parade and Visit
- Fourth of July Parade
- Multiple Station Tours

In 2025, our members also attended multiple school outreach events. These events are to provide an opportunity for students to learn more about the career and possibly enter the field. We attended both Delavan-Darien High School's Career Day and Gateway Technical College's Job Fair.

We frequently post updates about the department, photographs, general information, and emergency alerts. To find us on social media, you can visit our Facebook page at facebook.com/townofdelavanfire



Respectfully submitted by,

Chief Jamie Jarosz and the Town of Delavan Fire Department



FONTANA FIRE DEPARTMENT

VILLAGE OF WILLIAMS BAY REQUEST FOR PROPOSAL FOR FIRE SERVICES



COMMUNITY DRIVEN | PROVEN SERVICE | STRONGER TOGETHER



FONTANA FIRE DEPARTMENT

190 FONTANA BVD / PO BOX 200
FONTANA, WISCONSIN 53125

The following response provides detailed explanations, supporting documentation, and recommendations for service delivery by, or in combination with, the Fontana Fire Department.

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FONTANA FIRE DEPARTMENT

190 FONTANA BVD / PO BOX 200

FONTANA, WISCONSIN 53125

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

1. COVER LETTER

April 19, 2026

Village of Williams Bay Board
c/o Village Administrator David Lothspeich
250 Williams Street / P.O. Box 580
Williams Bay, WI 53191

Dear Members of the Village of Williams Bay Board,

On behalf of the Fontana Fire Department, I am pleased to submit our response to the Village of Williams Bay Request for Proposal for Fire Services. We appreciate the opportunity to present our qualifications, organizational structure, and service delivery options for consideration as Williams Bay evaluates the future of its fire protection and prevention.

The Fontana Fire Department is a highly trained, combination fire and EMS organization staffed by full-time, part-time, and paid-on-call personnel. Over the past decade, we have successfully expanded our service model through intergovernmental agreements, including our ongoing emergency services with Williams Bay and Walworth Township. These partnerships reflect our commitment to regional cooperation, operational efficiency, and high-quality emergency preparedness and response.

The Fontana Fire Department is supported by a strong local governance structure, experienced leadership, and a proven staffing model that is fully capable of meeting the requirements outlined in the RFP. We recognize the importance of Williams Bay's unique characteristics, and our proposal reflects these considerations to provide a scalable framework designed to adapt to changing service demands while maintaining a high standard of public safety.

The Fontana Village Administrator, Theresa Loomer, can be contacted for price and contract inquiries. Chief Manthy can be contacted with technical questions.

Theresa Loomer - Fontana Village Administer

tloomer@vi.fontana.wi.gov

Phone: (262) 275-6136 Fax: (262) 275-8088

Richard Manthy Jr.-Fontana Fire Chief

rmanthy@vi.fontana.wi.gov

Office: 262-375-2131 Cell: 847-302-5944

Thank you for your consideration of our proposal. We look forward to the opportunity to discuss our submission further with the Village Board, committees, and staff.

Respectfully submitted,

Richard Manthy Jr

Fire Chief - Fontana Fire Department

2. DEPARTMENT BACKGROUND AND STATEMENT OF EXPERIENCE

The following is an overview of Key Fontana Fire Department personnel including all Fontana Fire Officers. Information is limited to personal achievements, formal certifications and significant accomplishments.

CHIEF OFFICERS

Name and rank – Richard Manthy Jr. – Fire Chief

Length of Service with Fontana FD – 12 Years

- 2014-2022 Paid-on-call Firefighter Paramedic
- May-2022 - Deputy Chief
- October 2023 - Interim Chief & Oct 2024- Fire Chief

Previous Fire Department / EMS Experience:

- Arlington Heights IL Fire Dept -1999 to Present (108 sworn firefighters) Battalion Chief (2022-Present), Division Chief (2017-22), Lieutenant (2011-17), Engineer (2007-11), Firefighter Paramedic (1999-07), Fire Academy Instructor (2001-15)
- Mercy Hospital - 2015-present - Basic, Pediatric and Advanced Life Support Instructor
- Salem WI Volunteer Fire Department 1986-1998 – Firefighter/PM – EMS Assistant Chief

Education

- *Associate's Degree in Fire Science (Presidential Scholar)*-Oakton College, Des Plaines, IL
- *Bachelor of Science in Business Management* - University of WI Parkside, Kenosha, WI
- *Graduate Certificate in Public Administration* – Northern Illinois University, Dekalb, IL

Certifications - WI Firefighter II, WI Motor Pump Operator, WI EMS Instructor, WI Fire Inspector, WI Paramedic, CPR Instructor, ACLS, PALS Instructor, Incident Safety Officer
IL Certifications - Instructor I & II, Officer I & II, Chief Fire Officer (CFO), and Fire Apparatus Engineer.

Biography – Started in the fire service in 1986 as an Explorer Scout for Salem Volunteer Fire Department. Experience in working with small volunteer, mid-sized combinations, and large urban fire departments. Worked on fire or EMS services in Walworth County since 1992.

Strong commitment to training, education, and firefighter mental health. State of Illinois advisory committee on mental health, Illinois Fire Chiefs Association legislative committee, and currently serves as a Board member for Ascension Behavioral Health in Arlington Heights.

Fontana FD Officer Background

Name and Rank – Jon Kemmett - Deputy Chief

Length of Service with Fontana FD – 43 years - Started January 3, 1983; Captain 1986-1991, Assistant Chief 1991-1994, Chief 1994-2008, Assistant Chief 2008-2025, Deputy Chief 2025-Present. Started Fontana EMS April 2004, Captain – Intermittent Chief 2007-2013 when departments combined.

Previous Fire Department Experience - City of Beloit FD – Full-time 1996 – 2015 (retired) Went through the ranks of firefighter, Motor Pump Operator, and Acting Lieutenant. Wisconsin Task Force 1 (WITF 1) Urban Search and Rescue Team 2008 – present. Fire Instructor Blackhawk Technical college 2010 - 2020

Education – Blackhawk Technical College classes on Fire Department Management, & Personnel Management

Certifications – Wisconsin Firefighter 3, Wisconsin Fire Officer 1, Wisconsin AEMT, NIMS 300, Numerous classes, trainings, and seminars on all aspects of the fire and EMS service.

Biography – Started with the Fontana Fire Department in January of 1983 after being asked to join by a current member and wanting to help my community. Joined Fontana EMS in April of 1984. With both departments I immediately attended classes obtaining my WI Firefighter 1 and EMT Basic. I worked my way up through the ranks of both organizations to the position of Chief. I Worked for the City of Beloit WI Fire Department for 21 years, retiring in 2015 as an Acting Lieutenant. During my time with Beloit FD started with newly formed Wisconsin urban search and rescue team WITF 1, which I am still active with today. Prior to joining in 1983 I was very active in Scouting obtaining the Rank of Eagle Scout. Later after being in the fire department, I helped start an Explorer Post for young people interested in firefighting and EMS.

Name and rank – Peter Ackman – Assistant Chief

Length of Service with Fontana FD – 18 Years - May 2008

Certifications – Fire Fighter 1, Advanced Open Water Diver, CPR-AED, ICS 100, 200, and 700.

Biography – I have been a dedicated member of the Fire Department since joining in May 2008. Having lived and worked in Fontana, Williams Bay, and Walworth Township my entire life, I have a deep-rooted understanding of the area and its residents.

Over my nearly two-decade career, I have witnessed the department's significant evolution, playing an active role in its successful transition from a Paid-on-Call (POC) organization to a full-time professional department. This first-hand experience during the department's growth has fueled my commitment to its continued success. I have a unique perspective on the department's history and a personal stake in its future. I remain dedicated to ensuring the department continues to provide the highest level of service to the communities that raised me.

Fontana FD Officer Background

CAPTAINS AND LIEUTENANTS

Name and Rank – Zachary J Budill - Duty Crew Captain

Length of Service with Fontana FD – 7 years - Starting in August of 2019

Previous Fire Department Experience - City of Lake Geneva Fire 2010-2015, Potosi MO Fire and EMSS 2015-2018, Paramount Private ambulance service, 2015-2018,

Education – Technical Diploma Paramedic, Gateway Technical College.

Certifications – Firefighter I, Firefighter II, NREMT Paramedic, Fire Officer I, Fire Officer II, Fire and Emergency Services Instructor I, WI Paramedic, ACLS, PALS, CPR Instructor, WI Driver/Operator-Pumper.

Biography – Currently, I am an experienced fire service professional with over 16 years of dedicated service in fire prevention, emergency response, and life safety operations. Currently, in my role as Captain with the Fontana Fire Department, I am responsible for delivering high-quality fire protection services, ensuring compliance with regulatory standards, and supporting mission-critical emergency preparedness initiatives. As a resident of the Geneva Lake area for 30 years, I couldn't be prouder of our services and what we can provide to the residents that I call neighbors, friends, and Family.

Name and rank – Stanton Livingston – Paid-On-Call Captain

Length of Service with Fontana FD – 12 Years – March 2014

Previous Fire Department Experience 4 years with the naval crash and salvage crew aboard the USS Nimitz CVN—68, 15 years with The Bennington Fire department. (Lieutenant for last 6 years)

Education – Some College Courses

Certifications – Fire 1, Hazardous Material Awareness, Hazardous Material Decontamination, Incident Safety Officer,

Biography – I am married with 4 kids, Twin boys and two girls, I was in the military and served aboard the USS Nimitz CVN-68 aircraft carrier. I have owned a Landscaping/Construction company since 1999. I enjoy spending time with my family and anything that has to do with being outdoors.

Fontana FD Officer Background

Name and rank – Cody Heindl – Duty Crew Lieutenant

Length of Service with Fontana FD – 11 Years - November 2015

Previous Fire Department Experience – Prior to joining the Fontana Fire Dept. I did a stint as an Intern at the Town of Madison

Education – Enrolled in associate's degree in fire science at Gateway technical College. Completed EMT and Advanced EMT at Gateway technical college.

Certifications – Firefighter 1, Firefighter 2, Motor Pump Operator, Fire Officer 1, Fire Officer 2, Instructor 1, Emergency Service Instructor 2, Live Fire Instructor, WI Advanced EMT

Biography –I am a Lieutenant/AEMT with the Fontana Fire Department, where I have served since 2015. As a fourth-generation firefighter, I take great pride in the fire service/ emergency medical field and am committed to continually improving myself both educationally and skill-wise to provide the highest level of service and care to the communities I serve.

Throughout my career, I have had the opportunity to witness the department's growth from a POC agency supplemented by contracted EMT/Firefighters into the professional organization it is today. I am proud to have been part of that transformation and am excited to see the department continue to grow as we strive to protect and serve our communities to the best of our abilities.

Name and rank – Erik Olsen – Duty Crew Lieutenant

Length of Service with Fontana FD – 3.5 Years

Previous Fire Department Experience - I have been in Fire and EMS since 2004. 22 years total

Education – Paramedic through Mercy Health and Critical Care through the University of Baltimore Maryland. Currently enrolled in UW Milwaukee for Community Paramedic

Certifications –Critical Care Paramedic, WI Fire 1, Fire 2, MPO, Officer 1, Officer 2, Instructor 1

Biography – Critical Care Paramedic and Firefighter active in the fire service since 2004 and worked in or around Walworth County since 2007. Passionate about teaching and serves as an instruct for Brew City Fools along with being a training Officer in Fontana. I am also still a volunteer in my hometown fire department.

3. SCOPE OF REQUIRED SERVICES

EXECUTIVE SUMMARY

Williams Bay and Fontana-on-Geneva Lake have already built a strong working relationship through their collaboration on emergency medical services, and we believe this partnership would be further strengthened by including fire service. Section J, “Implementation,” outlines several options for fire service delivery to Williams Bay, all of which provide flexibility to utilize existing full-time and part-time staff to deliver fire services alongside current EMS functions.

- Option 1 - Working in partnership with Williams Bay Fire Department, Fontana would co-respond with Williams Bay Fire on all fire incidents in the same manner as the current mutual aid agreement.
- Option 2 – Fontana provides Williams Bay fire service from the Fontana Fire Station. EMS operations would operate from Williams Bay, and fire apparatus would respond from Fontana.
- Option 3 – Fontana provides Williams Bay fire service from both Fontana and Williams Bay fire stations. Williams Bay fire station personnel would respond with the ambulance or fire apparatus based on the call type; the Fontana fire station would supplement additional resources as needed.

Fontana Fire Department identifies “Option 3” as the approach that would best serve Williams Bay residents and businesses by establishing a unified Fire and EMS Department operating from both the Williams Bay and Fontana fire stations.

Several cross-staffed fire and EMS models are included under option 3. The first, option 3A, maintains current staffing of two 24-hour personnel in Williams Bay and has the least impact on Williams Bay’s current fire budget. If selected to provide fire service, Fontana recommends expanding future Williams Bay staffing to include a third position during the daytime hours or on a 24-hour basis (Options 3B & 3C).

A. GOVERNANCE AND OVERSIGHT

Fontana Fire Department has been serving the Village of Fontana and neighboring communities since 1930, transitioning from separate fire and rescue organizations to a combined municipal fire department. The Fire Department reports to several layers of local governance to provide effective and transparent structure.

- Village of Fontana-on-Geneva Lake Committees
 - Protection Committee- Oversees policies and regulatory control.
 - Finance Committee - Responsible for budgetary oversight.
 - Human Resources Committee – Personnel items not covered by Police & Fire Commission.
 - Emergency Management Committee – Responsible for Fontana’s Emergency Response Plan.
- Fontana Village Administrator – The Fire Chief reports directly to the Village Administrator who implements policies set by the Village Board, ensures that the department operates within municipal regulations, oversees the fire department budget, and assists with strategic planning. Holds Monthly department head meetings with Police, Fire, Public Works, Planning, and Library representatives.
- Fontana Village Board - Serves as the governing and policy-setting authority over the Fire Department. Its role is high-level focused on oversight, funding, and accountability.
- Fontana Police and Fire Commission (PFC) – An independent body created to ensure the Fontana police and fire departments are staffed and managed in accordance with Wisconsin statutes. Its authority is separate from the Village Board focusing on oversight related to hiring, promotions, and discipline.

- Joint Emergency Services Committee – Provides review and comments regarding current and future fire and EMS budgets and expenditures. The committee is made up of two representatives from Fontana, two representatives from Williams Bay, the Fontana Fire Chief, and one representative from Walworth Township.
- Fontana / Williams Bay Joint Board Meetings – Fontana and Williams Bay Village Boards meet regularly to review EMS operations and budget status. Fontana FD provides monthly reports with response data, department updates, staffing summary, and EMS response information.
- Fontana Fire Chiefs routinely attend Village Board and Committee meetings for all jurisdictions served by the Fontana Fire Department. Chief officers also attend Walworth County governance meetings and are active in Mutual Aid Box Alarm System (MABAS) Division 103.

Williams Bay Considerations - The following would be would be additional governance and oversight for Williams Bay fire service delivery under options 2 and 3.

- Fontana Fire Department will provide full responsibility for Williams Bay fire services.
- The Joint Emergency Services committee language from the EMS IGA would be added.
- The Fontana Fire Department and Fontana Fire Chief would be recognized as the authority having jurisdiction for Williams Bay Fire service delivery.
- Fontana to deliver regular reports including:
 - Response data and performance metrics.
 - Staffing updates.
 - Budget and cost tracking.
 - Fire inspections and short-term rentals.
- Fontana to participate in Williams Bay joint governance structure, including, but not limited to:
 - Village Board and committee meetings.
 - Joint Emergency Services Committee representation.
 - Participation in Williams Bay planning commission meetings.
 - Ensure transparency, accountability, and intergovernmental coordination.

B. ORGANIZATIONAL STRUCTURE

The Fontana Fire Department follows a para-military structure with several layers of fire department officers. Span of control is designed to have each officer responsible for no more than six personnel.

Chief Positions (3)

- Fire Chief - Oversees all department operations- part-time salaried position (30 hours/week)
- One Deputy Chief – Hourly part-time assigned to weekdays that the Chief is not in the office.
- One paid-on-call (POC) Assistant Chief - Responds direct from home/work to emergency incidents and serves as incident command or support on emergency incidents.

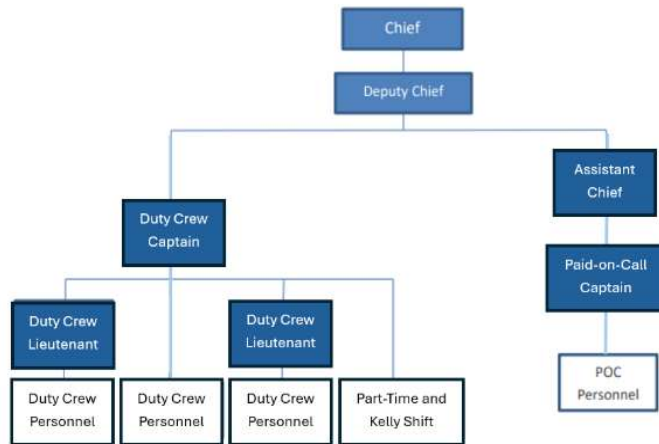
Captains and Lieutenants (4)

- One POC Captain - Responds directly to emergency incidents and is responsible for uniforms.
- One full-time Duty Crew Captain assigned to a 24-hour shift; oversees shift personnel and Lieutenants. Manages scheduling, station operations, technology, and onboarding.
- Two full-time Duty Crew Lieutenants manage daily 24-hour shift operations (up to six staff), with one overseeing EMS/reporting and the other handling fire training, apparatus, and equipment.

Mutual Aid Officers - Fontana Fire works closely with Williams Bay, Walworth, and Delavan Township to provide additional officers as needed. MABAS also automatically dispatches Chiefs to larger incidents.

Fontana FD Organizational Chart

Fontana Fire Department’s organizational and job descriptions Policy (P-100.1) clearly defines fire department chain of command and structure. The Fontana Fire Department has separate job descriptions for each full-time, part-time, and paid-on-call position within the organization. Span of control is limited to no more than six personnel working under one supervisor.



Williams Bay Considerations –One additional POC Assistant Chief and potential of up to two additional POC officers could be added under options 2 and 3.

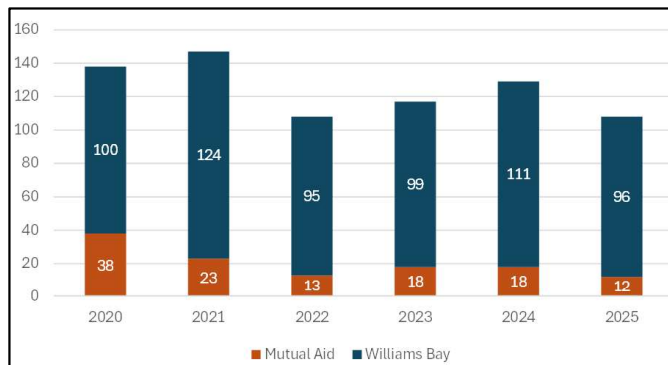
- Lateral officer transfers from Williams Bay would be considered based on recommendations from the Village of Williams Bay.
- Hiring and promotions would be required to follow the Fontana hiring policies and Police and Fire Commission promotional requirements.
- Additional Officers would receive an on-call stipend of five hours of pay per week.

C. LEVEL OF SERVICE

Williams Bay Fire Department averages 104 fire incidents annually within the village, along with 20 mutual aid responses to other municipalities, based on five-year Walworth County Dispatch data (excluding EMS incidents). Fontana Fire Department has the resources to provide effective fire protection services to Williams Bay, with capacity to expand as needed.

Williams Bay Fire Incidents 2020-2025

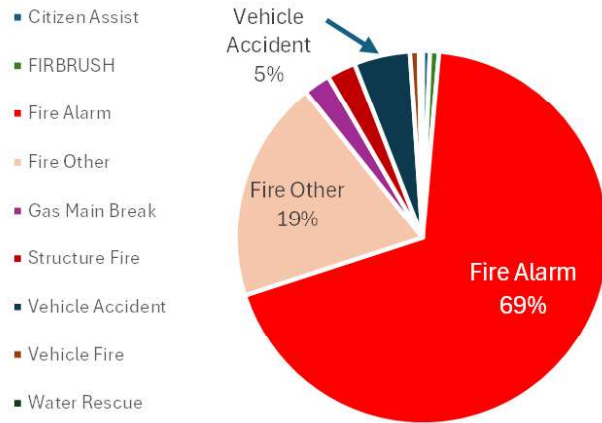
YEAR	Mutual Aid	Williams Bay	Total
2020	38	100	138
2021	23	124	147
2022	13	95	108
2023	18	99	117
2024	18	111	129
2025	12	96	108



Fire incidents in Williams Bay are primarily fire alarms (69%), other fire-related calls such as dumpster fires, odor investigation etc. (19%), and vehicle accidents (5%). These incidents are typically handled by a single unit with two to three personnel over 30–45 minutes. Full-time and part-time staff from the Williams Bay or Fontana stations can consistently manage these calls without relying on paid-on-call personnel or mutual aid, while maintaining the ability to handle additional incidents within the Fontana FD response area.

2020-2025 - WB Incident Types

Dispatch CFS Code	Total Incidents	Percentage
Fire Alarm	439	68.6%
Fire Other	123	19.2%
Vehicle Accident	31	4.8%
Structure Fire	16	2.5%
Gas Main Break	15	2.3%
Brush Fire	5	0.8%
Vehicle Fire	5	0.8%
Citizen Assist	4	0.6%
Water Rescue	2	0.3%



Use of Mutual Aid - Large incidents requiring additional apparatus and personnel would be supplemented by paid-on-call staff or by recalling full-time and part-time personnel. In rare cases, automatic aid, mutual aid, or the Mutual Aid Box Alarm System (MABAS) would be utilized.

A recent example is a Fontana structure fire on April 8, 2026. The initial dispatch included all Fontana fire resources, along with engines from Williams Bay, Walworth, Hebron and Lake Geneva, three additional Chiefs, and an ambulance from Elkhorn to provide EMS on scene. Fontana responded with 18 firefighters, EMTs, and officers, staffing one ambulance, three fire apparatus, and the fire boat.

Insurance Service Organization (ISO) – CLASS 3 – Fontana Fire earned a Class 3 ISO rating in 2023 on a scale of 1 to 10, with 1 being the best and 10 the worst. Class 3 departments are generally considered high-performing, well-equipped, and capable of effectively handling serious fires (Elmore, 2025). ISO ratings are commonly used to help establish commercial fire insurance rates, with some insurers also applying them to residential properties (WIDSPS, 2025). Fontana Fire would work to improve Williams Bays ISO rating.

Williams Bay Considerations – Williams Bay faces several current and emerging challenges in fire service delivery. Fontana Fire would address these through robust fire inspection, public education, and community risk reduction programs, and has experience in providing planning input with the Fontana Plan Commission team. The following examples are areas with a potential impact on fire protection for Williams Bay.

- Preserve Development – The planned transition of 137 acres of the former George Williams College into a combined nature preserve and resort.
- Downtown Master Plan – Ongoing comprehensive planning for downtown Williams Bay, with several completed projects, will continue to shape emergency service demands.
- Kishwauketoe Nature Preserve – Requires support for natural area protection, large events, wildland response, and medical calls in remote locations.
- Residential Developments – Recent large-scale housing growth requires awareness of evolving construction types, water supply considerations, and resource deployment.
- Williams Bay Public Schools - Fontana Fire already provides services to area schools and offers a strong public education program, including fire extinguisher training, fire safety classes, CPR/first aid, and safety outreach for both students and staff.
- Geneva Lakefront – Fontana maintains extensive water-response capabilities and regularly trains for water-related and on-shore emergencies.

The 2024 Public Administration Associates study relied on Wisconsin Department of Administration population projections to estimate minimal growth for Williams Bay and Fontana (PAA, 2024). Based on the factors outlined above, actual growth may exceed these projections, and Fontana has the resources to remain flexible in meeting increased service demands.

Table 3. Combined Fontana and Williams Bay populations

Year	Current permanent population	2040 population projection
Permanent	4,864	5,621
Seasonal	11,389	12,391
Total Peak Population	16,253	18,012

D. PROFESSIONAL / PAID-ON-CALL / VOLUNTEER STAFFING METHODS

Fontana Fire Department’s 40 members function as a combination of career, part-time, and paid-on-call personnel, providing daily staffing of five 24-hour positions and a sixth daytime position, supplemented by paid-on-call staff. A roster of Fontana personnel, including year of hire and certifications, is included as “Appendix A”. The following is a breakdown of Fontana FD’s current and new-hire personnel:

- Chief Positions – The Chief and Deputy Chief split weekday office hours from 9 am to 5 pm. The Assistant Chief is a paid-on call position responding from home or work.
- 13 Full-time Positions – Daily staffing of four 24-hour positions (365 days/yr).
 - Ten firefighter paramedics and three firefighters EMTs / Advanced EMTs.
 - Twelve assigned to one of three 24/48 hours off shifts.
 - One assigned as Kelly Shift – Two 24-hour shifts per week.
- Two Permanent Part-time Positions - Assigned to a full-time shift, with an emphasis on weekend coverage; working three 24-hour shifts per two-week period (36 hours/week).
- Six Part-time Personnel – Required to be Fire and EMT certified.
 - Minimum requirements of 30 hours per month.
 - Shift options include day (7 am to 5 pm) and night positions (5 pm to 7 am).
- 16 Paid-on-call Personnel - POC members respond to the station as needed and may work part-time hours if qualified. Several EMT POC members are full-time college students who work part-time during the summer months.
 - One POC Captain.
 - Nine Firefighters / Firefighter EMT’s.
 - Five EMS only certified personnel (EMT / Advanced EMTs).

Daily In-Station Staffing - Current minimum daily staffing is three firefighter/EMS personnel per day with at least two certified paramedics. Minimum staffing will be increased to four per day once current new hires have completed the onboarding process. The following is a breakdown of how in-station staffing is assigned.

FONTANA FD DAILY STAFFING HOURS							Total Hours
	#1 (24 Hr)	#2 (24 Hr)	#3 (24 Hr)	#4 (24 Hr)	#5 (24 Hr)	#6 (8-10 Hr)	
Daily Scheduled Hours Summary	Full-Time FF/PM	Full-Time FF/PM	Full-Time FF/EMT	Full-Time FF/EMT	Part-Time Day/Night	Part-Time Day	
Monday - Friday	24	24	24	24	24	8 (Chief)	128
Saturday & Sunday	24	24	24	24	24	10	130

Five-Year Historical Staffing Model - Fontana has been providing full-time 24-hour staffing since 2018 with gradual increases to meet service delivery to Williams Bay and Walworth Township. The following is a summary of scheduled hours from 2022 through April, 2026.

FONTANA FD 5-YEAR HISTORICAL STAFFING MODELS				
Year	Scheduled Hours	Average Daily Hours	Staffing Model	C changes from Previous Year
2022	18,457	51	Full Time - Two 24-hour per day Part-time - Chief 20 hours / week	No change from 2021
2023	36,176	99	Full Time - Three / Four 24-hour per day Part-time - Chief 30 hours / week	Three 24-hour positions in January transitioning to four 24-hour positions by mid-2023.
2024	38,393	105	Full Time - Four 24-hour per day Part-time -Daytime 3-4 days per week	Addition of part-time day positions- 7 days/week over summer and 3 days/week off season
2025	42,741	117	Full Time - Four 24-hour per day Part-time -Daytime (7 days per week)	Part Time day position Increased to 7 days/week (year round) with second day position on weekends
2026	14,659	122	Full Time - Four 24-hour per day Part-time -24 hour & days positions	24-hour part-time position added with implementation of permanent part-time positions

Ability to Attract and Retain Firefighters – Recruiting volunteer (POC) firefighters and EMS personnel has been increasingly difficult over the past 10 years for both Fontana and Williams Bay due to a combination of demographic, economic, and operational factors. Fontana FD has addressed these challenges by implementing full-time and part-time staffing models, while maintaining a POC base, and developing strong partnerships with Williams Bay and Walworth Township.

Fontana has been fortunate in maintaining and recruiting a core group of paid-on-call personnel while adding full-time and part-time coverage. This level of integration is uncommon in the fire service, as paid-on-call engagement often declines or altogether eliminated following the transition to full-time staffing models.

Fontana maintains an open hiring policy for paid-on-call personnel residing within 15 miles of the Fontana Fire Department and currently fully staffed for full-time and part-time positions. Fontana completed a hiring process in January 2026, resulting in 12 qualified applicants. The hiring list is effective through March 2027, with two accepted offers for employment.

Utilization to Meet Coverage Requirements – Fontana Fire Department serves Fontana, Williams Bay, and Walworth Township as one unified system, rather than independent entities sharing resources. The goal for emergency service delivery is to deploy all personnel and apparatus based on need and proximity, not jurisdictional boundaries. This has been successful in responding to second and third simultaneous incidents.

Paid-on-call, part-time, and off-duty full-time staff supplement on-duty personnel when necessary. Fontana’s current staffing model effectively meets the needs of all municipalities served. The Village of Fontana has no current plans to seek additional referendum funding to maintain dependable emergency services.

Fontana operates as a cross-staffed agency, with most personnel serving in both fire suppression and EMS roles. This structure provides a flexible, capable, and cost-effective emergency response system that can adapt to changing service demands while significantly reducing reliance on mutual aid assistance.

Union Working Relationship - Fontana’s full-time firefighter and EMS employees voted to organize in 2023, and the Village entered into a Collective Bargaining Agreement effective from 2024 to 2026 as associate members of the Janesville International Association of Firefighters Local 580. The Village and Department administration maintain a strong working relationship with the Local and view the union as enhancing employee relations while contributing to a higher level of professionalism.

Local 580 has endorsed Fontana Fire Department's proposed fire service coverage for Williams Bay, highlighting several benefits of utilizing union firefighters ([Appendix B](#)).

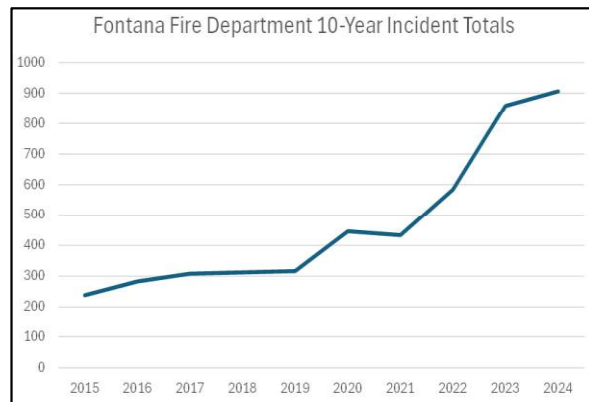
Williams Bay Considerations – Williams Bay paid-on-call personnel encouraged to apply with Fontana (15-mile residency restrictions would apply). Applicants would follow the Fontana hiring process (criminal/medical background checks and Police and Fire Commission approval). Additional staffing considerations are included under Section J. “Implementation”.

E. FUTURE GROWTH

The Fontana Fire Department has successfully navigated significant changes over the past ten years by adapting fire and EMS operations and implementing collaborative intergovernmental agreements with Williams Bay for EMS services and with Walworth Township for fire and EMS services. Fontana has remained resilient by adjusting staffing models and equipment to meet these challenges, including transitioning from contracted EMS services to employing full-time and part-time municipal staff.

Impact on Williams Bay Fire Protection Needs

One way that Fontana and Williams Bay effectively met service delivery needs was through public support of joint referendum funding and the implementation of cooperative agreements with neighboring communities. The Fontana Fire Department is confident that the current working relationship for emergency medical services with the Village of Williams Bay can be readily expanded to include fire services. The existing cross-staffed personnel funded by Williams Bay will further enhance the effectiveness of a cohesive and integrated emergency service delivery model.



Rapid growth of any organization can be both beneficial and potentially challenging if not managed properly. Over the past year and a half, Fontana Fire has carefully prepared for, and implemented, expanded service to Walworth Township while maintaining the highest level of service across all communities served. Fontana considers its primary service area the highest priority and works to ensure that mutual aid is truly “mutual”. Fontana FD rarely requires mutual aid for routine responses but does utilize neighboring departments for Chief officer responses and larger incidents such as structure fires.

Village of Walworth – In addition to Williams Bay, Fontana Fire also maintains a strong working relationship with the Walworth Fire Department. In 2025, the Fontana Village President, Village Administrator, and Fire Chief met with their counterparts in the Village of Walworth to discuss current and future collaboration. The meeting confirmed that the Walworth Fire Department has no current plans to pursue partnerships with neighboring communities and will continue operating as a stand-alone fire department for the foreseeable future. A successful fire referendum in 2025 has already contributed to increased stability in service delivery.

Fontana has a long-standing agreement with the Village of Walworth for Paramedic intercept services which was utilized 16 times in 2025. Paramedic intercepts require a single paramedic to respond and provides expanded advanced life support experience for Fontana FD personnel while addressing the ongoing competition for limited Paramedic employees in Walworth County.

Delavan Township— Soon after approving the Walworth Township IGA, Fontana Fire Department reached out to Delavan Township Fire Department to improve response coverage for the northwest portion of the Township. Those discussions resulted in an intergovernmental agreement assigning primary coverage to a small area of Walworth Township and establishing a dual response area including Inspiration Ministries and Faith Christian School.

Fontana Fire’s working relationship with Delavan Township Fire in this dual response area has been highly effective, and there is potential to amend the current agreement if Fontana FD is selected to provide fire service to Williams Bay. Fontana Fire can manage routine fire incidents in Williams Bay and could utilize resources from Delavan Township for larger incidents such as structure fires or mass casualty events.

Walworth Township – Fontana entered into an intergovernmental agreement with Walworth Township in 2024 for Fire and EMS protection effective January of 2025. The Walworth Town Board is supporting Fontana Fire Department expanding services to Williams Bay. Walworth Township further understands that there may be increases in contributions to expanding services to all municipalities served by Fontana FD. A letter supporting fire services to Williams Bay was provided by Walworth Township and their Board approved support at their 4/21/26 meeting ([Appendix C](#)).

F. EQUIPMENT / VEHICLES

Fontana Fire Department provides a highly reliable and well-equipped fleet of fire apparatus, complemented by strong water response resources, delivering a level of service that can fully support and enhance fire protection for the Village of Williams Bay. The following is a summary of Fontana’s apparatus.

FONTANA FIRE APPARATUS LIST	
FIRE APPARATUS	
QUINT 371	2014 Pierce Quint 75' 2000GPM 500gal with Class B Foam & Extrication
BRUSH TRUCK 371	2016 Ford 350 Brush Rig 125gal 2800 PSI Skid with Wildland Foam
SQUAD SQD 371	2007 Rosenbauer Engine 2000 GPM 500gal with Class B Foam Rear Mount & Extrication
ENGINE ENG 371	2000 Pierce Lance Engine 2000 GPM 1000gal with Class B Foam
TENDER TND 371	2003 US Tanker / Kenworth 2100 Gal Tender
EMS	
ALS AMBULANCE MED 371	2018 Horton Dodge Ambulance
ALS AMBULANCE MED 372	2008 Chevrolet Lifeline Ambulance
ALS AMBULANCE MED 373	2023 Chevrolet Demers Ambulance
BLS AMBULANCE - AMB 374	2004 Ford Reserve Ambulance - Shared with Walworth Fire Department
ALS INTERCEPT / CAR 371	2023 Chevrolet Tahoe
WATER RESCUE	
BOAT 371	2005 Lake Assault 28 FT Boat 1500 GPM -FLIR, & Side Scan Sonar
AIR BOAT 373	2018 MRA Air Boat 22', Enclosed Cabin, FLIR, Side Scan Sonar, JIB Crane
ROV	2020 Remotely Operated Vehicle SRV8 Video & Sonar Equipped with Grabber Arm.
TOW FISH SONAR	2023 Marine Sonic 1800 khz Tow Fish Sonar
SPECIAL EQUIPMENT	
SPECIAL OPERATIONS TRAILER	12' Atlantic Special Ops Trailer with soft shell boat, dive gear and assorted rescue equipment.
UTILITY VEHICLE	2026 Can-am 6 X 6 UTV with water tank, pump, and brush fire equipment

- Engines – Fontana’s fire engines (quad and engine) are in good working order and pass annual testing. Squad 371 is equipped with a system for filling self-contained breathing apparatus bottles on the scene of emergency incidents and serves a mobile command post. Engine 371 is equipped with an on-board foam system and 1000 gallons of water. Fontana has a replacement Engine ordered with Custom Fire out of Osceola WI for a Sutphen fire engine with 1,500 gallons of water, a 2,000-gpm pump and on-board foam system (2028 Delivery).
- Quint – In the fire service a “quint” is a versatile ladder truck with a pump, water tank, fire hose, an aerial device (ladder), and ground ladders. Fontana specifically chose a quint over a traditional ladder truck for its versatility and ability to function in limited access subdivisions commonly found in Fontana and Williams Bay.
- Tender– Walworth Township is required to supply one Tender for Fontana operations.
- Brush Fire Apparatus – Fontana has a pickup truck and recently took delivery of a 2026 6X6 utility vehicle (also supplied by Walworth Township) for grass fires and access to remote locations. Both have water and pumping capabilities.
- Water and Specialty Rescue – Fontana is well equipped for Williams Bay water incidents including a fire boat which is staged at the Abbey Harbor, an air boat for winter operations, and a multitude of advance water rescue equipment (ROV and towable sonar). The fireboat is equipped with a 1500-gpm pump for on-water and lakefront fire operations in addition to water rescue events. Fontana also has an enclosed trailer for water rescue and technical rescue equipment.
- EMS Apparatus - Fontana has four ambulances; three paramedic level ambulances (one provided by Williams Bay) and one EMT level ambulance shared with the Village of Walworth. A 2023 Tahoe functions as a paramedic intercept / command vehicle and tows the special operations or UTV trailers. Fontana has a replacement ambulance on order through Lifeline with anticipated delivery of 2027.
- Apparatus Maintenance - Maintenance for Fontana apparatus is primarily performed by Fontana DPW staff. Use of an on-site mechanic provides rapid availability to address issues and reduces the overall cost of maintenance. Repairs and testing outside of staff’s ability is handled by Siren Services or other qualified third-party repair / testing service.

Williams Bay Apparatus consideration for option 3.

- Williams Bay shall provide all initial apparatus and equipment required for responses from the Williams Bay fire station. Recommendation of implementing the same style lease agreement used for the Williams Bay Ambulance. The following are recommended for Williams Bay apparatus.
 - Williams Bay shall provide a minimum of one fire engine, one support vehicle, and work to choose one shared reserve fire engine.
 - Williams Bay will retain ownership of all initially supplied apparatus and equipment.
 - All Fire apparatus will be maintained and insured by the Village of Fontana.
 - Fontana Public Works will provide preventive maintenance, and Fontana will contract out with third party repair centers for work outside the scope of Fontana Public Works.
 - All Fontana and Williams Bay fire apparatus, boats, and fire equipment repairs will be split according to cost sharing calculations; except for those included in the Williams Bay EMS and Walworth Township IGAs (WB Ambulance, Township Tender, & Township UTV). Fontana and Walworth Township would remain responsible for the two Fontana Ambulances.
 - Williams Bay will not be required to contribute to the current fire engine and ambulance on order with Fontana Fire Department.
 - Future replacement apparatus cost sharing will be agreed upon between Fontana and Williams Bay Village Boards

G. FACILITIES

Fontana currently operates out of an outdated Public Safety Building on Fontana Boulevard with plans to construct a new Public Safety Building at the corner of Highway 67 and Wild Duck Road.

Current Facilities – The Fontana Public Safety Building is shared with the Fontana Police Department and has been adapted over the years to accommodate overnight fire department staffing of up to five personnel. The apparatus bay currently houses two fire engines, one ladder truck, two ambulances, one airboat/UTV, one tender, one SUV, one brush truck, and a special operations trailer. The facility also includes a small training room, sleeping quarters for five personnel, a workout area, kitchen and dining area, living area, utility room, and two separate office areas.

The Village constructed a Fire Department auxiliary storage building at the Public Works location in 2025, capable of housing two additional apparatus and spare equipment. The building is used to store the fireboat and UTV during the winter months and the airboat during the summer.

Future Fontana Public Safety Building – The Village of Fontana has actively been moving to construct a new public safety building. The following summary of steps taken is available on the Village of Fontana website.

- Site Study – (*Village of Fontana Site, 2025*) Study by Ruckert Milke to investigate all viable building sites for a combined public safety building or separate police and fire facilities.
- Public Information Sessions – (*Village of Fontana info, 2026*) Two public informational sessions were held to review the site study and provide feedback through a standardized questionnaire. Responses supported a joint public safety building on Wild Duck Road and approved by the Village Board.
- New Site Study – (*Village of Fontana – New Site, 2026*) The Wild Duck Road option was expanded to include relocating Wild Duck Road and abandoning a secondary access road (Dade Rd). The proposed site “4c-Duck Pond Central” improves response times and addresses traffic concerns.

The Village Board interviewed three architectural firms and plans to move forward with a selection soon. The next step will be choosing a construction management firm and potentially beginning construction as early as spring 2027. These plans include fire department facilities sufficient to meet the response needs of Fontana and Walworth Township, as well as support functions such as administration, training, and reserve apparatus/equipment storage for Fontana and any additional communities served.

Impact on Williams Bay Fire Protection Needs – The Public Administration Associates (PAA) study completed in 2024 addresses the possibility of a single station servicing Fontana and Williams Bay; however, states under section IV(A) that “*Even if a single entity were providing Fire/Emergency Medical Service to both communities, we would recommend a two-station model*”. The study further provides several response heat maps showing response times best provided from the current Williams Bay fire station. When specifically referring to fire responses the study refers to NFPA 1710 for response times and that “*regardless of population density: a travel time of less than 4 minutes and a time of less than 90 seconds for turn out from the station once the alarm is received, together with a 30-second dispatch time*” ([PAA, 2024](#)). Fontana currently meets or exceeds NFPA 1710 standards based on fire and EMS apparatus arriving on scene rather than a firefighter arriving in their personal vehicle with limited capabilities.

Although it is possible to provide fire service from a station outside of Williams Bay, the preferred option would be to establish a satellite station staffed by a cross-trained crew responding to fire or EMS emergencies. Administration, training, and reserve apparatus could be located at a separate remote facility to reduce costs and redundancy. This is also addressed in the PAA study at the start of Section 2 stating *“At a minimum, a new (Williams Bay) station should provide 24-hour accommodation for the two firefighter/paramedic staff members. To properly plan for the future, however, a new station should be designed to accommodate a fully-staffed ambulance and engine company, or six personnel”* ([PAA, 2024](#)).

The following are considerations under option 3 for fire service delivery.

- Williams Bay to provide a fire station for fire and EMS responses.
 - Suitable for 24-hour accommodation including adequate dining, living, sleeping, workspace, company level training, and workout area.
 - Climate controlled parking for one ambulance, one fire engine and one support vehicle. Additional Williams Bay apparatus may be stationed in Williams Bay.
- Fontana Fire Station
 - The current Fontana / Williams Bay IGA includes language regarding shared administrative and training areas. Shared reserve fire apparatus and equipment storage in Fontana may need to be considered.
 - Administrative functions, primary training facilities, reserve apparatus, and equipment would be primarily stored in Fontana.

H. DEPARTMENT INVENTORY

Fontana maintains a detailed inventory of all small tools and equipment using our fire records software, Imagetrend. Items are categorized and entered in Imagetrend when placed into service. A detailed list of equipment is provided under “Appendix D.”

Several full-time personnel have been assigned responsibility for specific areas of tools and equipment such as extrication equipment, self-contained breathing apparatus, saws, air monitoring devices, radios, water rescue equipment, hoses and nozzles, ladders, and medical equipment. This allows for accountability for all areas of equipment without overloading one or two individuals.

The following are equipment considerations for option 3.

- Williams Bay will provide all equipment required to meet National Fire Protection Administration (NFPA) standards on Williams Bay fire apparatus. This shall include, but not be limited to, self-contained breathing apparatus, saws, hand tools, ladders, extrication equipment, radios, data terminals, lights, safety equipment, water rescue equipment, and monitoring devices (4-gas, natural gas, CO)
- All Fontana and Williams Bay fire equipment repairs and replacement will be split according to cost sharing calculations.

I. OPERATIONS

Fontana Fire Department operations are strategically divided among full-time, part-time, and paid-on-call personnel to maximize efficiency and ensure effective use of on-duty and paid-on-call resources.

Inspections – Fontana employs five full-time and several part-time state-certified fire inspectors. Occupancies in Fontana and Walworth Township are inspected on a biannual basis using shift personnel.

- Fontana can provide routine Williams Bay fire inspections and/or short-term rental inspections using certified on-duty personnel.
- Recommendation to continue utilizing Williams Bay’s current fire inspector for non-routine inspections and plan review role could be expanded to Fontana and Walworth Township.

Fire Prevention – A designated fire prevention team coordinates public education efforts, including school programs, station tours, community events, and safety outreach for assisted living facilities.

- Provide public education programs for Williams Bay local schools including fire safety materials.
- Assist with community events such as Corn and Brat Fest, Kishwauketo 5K, Williams Bay High School sporting events, Truck-a-Polooza, and Boo in the Bay.

Fire Records Management – Fontana uses the Imagetrend platform for all fire and EMS records. The department recently transitioned to the new national records platform of National Emergency Response Information System (NERIS) and was one of the first agencies in Walworth County to obtain compliance. Fontana is a data driven department with the capability of pulling detailed call data back to 2010.

Formal Policies & Guidelines – Fontana uses Microsoft Teams to easily share operating documents among personnel. Policies established administrative and daily fire station activities. Guidelines provide a framework for common emergency scene operations.

CPR Education – Fontana offers CPR training through Healthline First Aid, providing public and private classes for residents, businesses, schools, and nonprofit organizations. The program includes a pool of instructors, five CPR mannequins, and AED trainers, along with Stop the Bleed and first aid courses.

Risk Management – Community risk reduction remains a priority, with two full-time staff members certified as Wisconsin community paramedics allowing for advanced in-home supportive care. Planned initiatives include home safety visits, smoke detector installation and replacement, and post-hospital follow-up care.

Training – Fontana Fire Department maintains a strong commitment to training. Daily training objectives are scheduled for full-time staff, monthly drills are conducted for POC personnel, live fire training occurs at least twice per year, and personnel regularly attend conferences, seminars, and hands-on training sessions. The following are additional training considerations for Williams Bay fire service deliver

- Maintain daily training for full-time personnel and monthly drills for paid-on-call staff in Williams Bay and Fontana locations working with neighboring fire departments.
- Integrate training with Williams Bay Police and Public Works departments.

Water Rescue – Fontana is one of the most well-equipped and highly trained water rescue agencies in southeast Wisconsin. Recent responses include aid to Racine, Kenosha, Pleasant Prairie, Rock County, and Madison. These resources would be directly beneficial in serving Williams Bay.

Technical Rescue – Fontana has three full-time personnel trained in technical rescue and is one of three departments in Walworth County leading the development of a regional specialty rescue team.

Emergency Management and Disaster Preparedness – Fontana has adopted an Emergency Action Plan that is regularly updated and overseen by a Village committee. Training includes preparedness for large-scale incidents such as tornadoes, flooding, mass casualty events, hostile incidents, and hazardous material responses. Support for Williams Bay emergency management and disaster responses would include:

- Severe weather incidents preparation and response.
- Mass casualty and active shooter incident training school districts and local/County law enforcement.
- Assist with Williams Bay’s Emergency Response Plan.
- Work with Williams Bay Police and Public Works regarding disaster responses.

A recent study, One Step Ahead, completed by Policy Forum for the Walworth County Fire/EMS study Committee categorized Fontana Fire Department as providing a “High Level of Stability”. The Study further stated that “The Williams Bay Fire Department already contracts with the Fontana Fire Department for EMS. Given that it likely will struggle to maintain its fire services in the future under its existing POC model, a full consolidation with Fontana may be the next logical step” ([Policy Forum, 2025](#))

J. IMPLEMENTATION & RECOMMENDATIONS

The Fontana Village Board approved several options for Fire Service Delivery to the Village of Williams Bay. All options can be implemented immediately upon approval, or gradually over the next 12 months based on the direction of the Williams Bay Board and staff. All proposals are based on a percentage of the fire budget, in the same manner EMS costs are allocated between Fontana, Williams Bay, and Walworth Township. The following options are being proposed for Fontana Fire Department to provide fire services to the Village of Williams Bay.

Cost Calculations - Fire expenses would be distributed based on a two-year rolling average of fire responses (based on dispatch data) to addresses within Williams Bay and Fontana. Mutual aid and Walworth Township responses would be accounted for as part of the calculations. Use of population was considered; however, population can vary greatly due to non-resident property owners and high tourism fluctuations in both Williams Bay and Fontana. We also looked at assessed tax value as a consideration, but this can create perceived unfairness based on high value lakefront homes and several non-profit occupancies. After reviewing all options, call volume remains the most direct measurement of usage.

When comparing 2024 and 2025 data, the number of fire incidents dispatched were extremely close with 219 total responses in Fontana and 207 in Williams Bay resulting in 51.4% to 48.6% respectively. Future demand for fire service can fluctuate greatly and a two-year rolling average will provide accountability for increases or decreases in fire service demand for each community. The following is an example of how the costs would be distributed using 2024 and 2025 response data for the 2026 Fontana Fire Department Budget.

Two-Year Rolling Average Incident Percentage

Fire Incidents	Fontana Incident Count	Williams Bay Incident Count
2024	122	111
2025	97	96
Total	219	207
Percentage	51.4%	48.6%

2026 Fire Budget Distribution Example

Walworth Township contributes 15.13% to Fontana Fire operational line items. The remaining 84.87% is split between Fontana and Williams Bay based on responses.

Walworth Township	Fontana	Williams Bay
15.13%	43.62%	41.25%

2026 Fontana Fire Department Expense – Current Fontana Fire Department expenses are categorized as either Rescue (EMS) or Fire operations with the majority going to EMS and full-time staffing. Fire expenses are split between Fontana and Walworth Township based on a similar two-year rolling average. The following are 2026 Fontana FD operating expenses distributions (excluding capital).

Current Fontana Fire Expense Distribution				
Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	TOTAL
	\$253,493	N/A	\$49,091	\$302,584

Current Fontana EMS Expense Distribution				
EMS Operating Expenses	Fontana	Williams Bay	Walworth Twp.	TOTAL
	\$1,133,633	\$1,055,729	\$385,262	\$2,574,625

Total Operating Expense \$2,877,209
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Costs distributions examples are based on fire budget expenses and reflect proposed distribution between Fontana, Williams Bay, and Walworth Township based on 2024 and 2025 fire incident totals.

OPTION 1 – WORKING IN PARTNERSHIP WITH WILLIAMS BAY FIRE DEPARTMENT

The Williams Bay Fire Department is highly respected with a long-standing commitment to serving Williams Bay residents. Under option one, Fontana would respond to all Williams Bay fire incidents with Williams Bay Fire Department. Williams Bay Fire Department would continue to operate independently and maintain its own separate personnel, equipment and fire station.

- Two Fontana Fire / EMS personnel stationed in Williams Bay would respond to all fire incidents.
- Fontana would respond with Williams Bay, providing personnel and apparatus from Fontana.
- Current Fontana Fire Budget operating costs would be split based on call percentage calculations.
- Fontana Fire / EMS personnel stationed in Williams Bay would continue to serve Williams Bay, Fontana, and Walworth Township with a staffed ambulance.
- Standardized policies and procedures between Williams Bay and Fontana.

EXAMPLE Option 1 Fontana Partnering with Williams Bay Fire Department				
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$130,509	\$123,513	\$48,561	\$302,584

Option 1 would result in duplication of fire expenses to Williams Bay and provide limited operational cohesiveness; however, Fontana is willing to continue serving as a secondary fire service if desired.

OPTION 2 – FONTANA PROVIDES FIRE SERVICE FROM FONTANA FIRE STATION

Option 2 assumes transitioning Williams Bay and Fontana into a single Fire Department. Fontana Fire Department would assume responsibility for Williams Bay fire protection with all fire apparatus responding from the Fontana Fire Station. Williams Bay would have one ambulance staffed in their station.

- Two Fontana Fire / EMS personnel stationed in Williams Bay would respond to fire incidents with an ambulance if available.
- Fontana would respond to Williams Bay fire incidents with personnel and apparatus from Fontana.
- Forty percent increase in insurance and fuel and twenty percent increase in other operating expenses.
- Fontana Fire / EMS personnel stationed in Williams Bay would continue to serve Williams Bay, Fontana, and Walworth Township.

EXAMPLE Fontana Providing Fire Service From Fontana Fire Station				
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$145,580	\$136,775	\$48,561	\$330,916

OPTION 3 – FONTANA PROVIDES FIRE SERVICE FROM FONTANA AND WILLIAMS BAY

Fontana Fire Department would assume responsibility for all Williams Bay Fire protection with fire apparatus responding from Williams Bay and/or Fontana fire stations. Fontana would staff the Williams Bay Fire station with personnel and respond with fire apparatus to fire incidents and with an ambulance to Williams Bay EMS incidents. Williams Bay station staffing options are offered as 3A, 3B, or 3C.

- Fontana Fire / EMS personnel stationed in Williams Bay would respond to fire incidents with an ambulance or fire apparatus based on call type.
- Fontana would respond to Williams Bay fire incidents from the Fontana station as needed.
- Fire Inspections – Same as option 2.
- Additional 300 hours of Paid-on-call hours for large incident responses, training, public education, and meetings.
- Options under 3B and 3C provide additional part-time or full-time Williams Bay station staffing.
- Williams Bay to provide a fire station with adequate facilities for 24-hour staffing, and front-line fire and EMS apparatus. Fontana shall maintain a location for reserve apparatus.
- Fire Apparatus – Apparatus to be provided by Williams Bay to Fontana via Lease.
 - One front line fire engine.
 - One Support Vehicle for POC response & utility.
 - One brush truck (optional).
 - One UTV (optional).
 - One reserve engine shared between Fontana and Williams Bay (TBD)
- Twenty percent increase in operating expenses based on call volume increases.
- Williams Bay would not be required to contribute to the purchase of current on-order apparatus.
- Maintenance for all fire apparatus shall be shared between Williams Bay, Walworth Township and Fontana with 40% increase in maintenance, fuel, insurance, fire supplies, and equipment expenses.
- Fontana Fire / EMS personnel stationed in Williams Bay would continue to serve Williams Bay, Fontana, and Walworth Township.
- Recommend modification of IGA with Delavan Township.

3A Staffing – Current In-Station Staffing of Two 24-hour Personnel Staffing Williams Bay

- Williams Bay fire station staffing - Two 24-hour dual certified (fire/EMS) personnel.
- Fontana fire station staffing – Three 24-hour personnel plus Chief (day) position.

** EXAMPLE** Fontana Providing Fire Service From Williams Bay - Two 24-hour Personnel				
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$149,631	\$141,501	\$55,801	\$346,933

3B Staffing– Two 24-hour personnel PLUS- 3rd part-time position staffed daytime hours (10 hrs.– 365 days)

Option 3B provides a transition to 24-hour fire protection with three during daytime hours. Fire apparatus could respond with two personnel at night.

** EXAMPLE** Fontana Providing Fire Service From Williams Bay - 3B Third Daytime Position				
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$187,663	\$177,467	\$68,993	\$434,123

3C – Three 24-hour personnel adding a third 24-hour part-time position -Fontana FD Recommendation

- Addition of three permanent part-time positions with WRS contributions.
- Health Benefits not included with calculations.
- Williams Bay fire station staffing – Three 24-hour personnel.
- Fontana fire station staffing - Three 24-hour plus Chief (day) position.

** EXAMPLE** Fontana Providing Fire Service From Williams Bay - 3C Third 24-Hour Position				
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$253,457	\$239,686	\$91,814	\$584,957

Full-Time Comparison - The option of additional full-time personnel was not approved by Fontana or Walworth Township Boards. Full-time budget considerations are included for comparison purposes only.

- Addition of health benefits, paid time off, overtime, and increase in WRS.
- Fontana does not anticipate the need for additional full-time firefighters in the foreseeable future.

** EXAMPLE** Fontana Providing Fire Service From Williams Bay - Three Full-Time Positions				
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$340,057	\$321,580	\$121,852	\$783,489

Full-time staffing calculations were included to illustrate the cost savings associated with the current staffing model, which relies on part-time and permanent part-time personnel. Full-time staffing projections may be beneficial to support long-term cost projections and long-term referendum considerations.

Implementation

- Immediate or phased implementation options
 - Fontana has already committed to providing automatic aid to all Williams Bay fire responses throughout the end of 2026 at no cost to Williams Bay. This agreement was approved by Fontana and Walworth Township Boards and could transfer to full fire service immediately.
 - A pro-rated agreement could be entered into at any time in 2026.
 - A graduated transition from Option 1 to Options 2 or 3 could also be implemented.
 - Fontana would recommend transitioning to Option 3 at the start of 2027.
- Coordinate transition of services, including:
 - Personnel integration including an open hiring process for all Williams Bay paid-on-call personnel wishing to work for Fontana Fire Department.
 - Operational alignment to ensure all fire department operations are transferred seamlessly.
 - Policy and procedure standardization taking into consideration current Williams Bay mutual aid agreements and intergovernmental arrangements.
- It will be the highest priority to ensure no interruption to emergency service delivery during transition

CONCLUSION

In closing, the Fontana Fire Department is confident in its ability to provide reliable, efficient, and forward-thinking fire protection services to the Village of Williams Bay. We believe that building upon the already successful EMS partnership offers a practical and seamless path toward a more integrated and effective emergency response system. Our approach emphasizes maintaining strong service to all communities served while enhancing operational coordination, response capabilities, and long-term sustainability.

If selected to provide Fire service, Fontana recommends future considerations to merge the two separate Williams Bay / Fontana IGAs into one agreement moving toward more of a true “district” style organization. We feel it is important to wait until fire services are well established prior to taking this next step.

The Fontana Fire Department appreciates the thoughtful consideration of this proposal and welcomes the opportunity to further discuss service options, implementation strategies, and answer any questions the Village Board or committees may have at our April 29th meeting. We look forward to continued collaboration in support of public safety for the residents and visitors of Williams Bay.

REFERENCES

1. Alex Rasch - Walworth Township Representative
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2. Micheal Kahl - Walworth Fire Chief
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3. Tom Linnemann - Hebron IL Fire Chief
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5. Tom Davis – Abbey Springs Resort – Director of safety and security
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6. Mike Anderson – Kikkoman Foods Environmental Health and Safety (EHS) Manager
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COST PROPOSAL

All cost proposals are based on Section J “Implementation” criteria using the number of fire incident dispatched to the Village Williams Bay compared to those dispatched to the Village of Fontana. The cost of fire services would be proportional to actual expenditures rather than an arbitrary budget amount.

EMS Invoicing History - Williams Bay and Fontana have been sharing expenses based on a percentage since 2022 for emergency medical services with Fontana consistently coming in under budget. The following is a history of EMS budget and actual billing to Williams Bay compared to referendum funding.

Williams Bay EMS Service Budget & Invoicing

	WB Budgeted Amount	WB Actual	WB Budget Surplus / Deficit	Referendum	Referendum Surplus/Deficit	Notes
2022	New IGA	\$221,297	N/A	N/A	N/A	WB EMS - IGA effective May 1, 2022
2023	\$909,251	\$759,730	\$149,521	\$928,077	\$168,347	Referendum effective Jan 2023
2024	\$930,633	\$775,626	\$155,007	\$928,077	\$152,451	Walworth Township IGA (2025 Start)
2025	\$919,355	\$783,969	\$135,386	\$928,077	\$144,108	10 Year WB IGA - March 10, 2025
TOTAL	\$2,759,239	\$2,319,324	\$439,915	\$2,784,231	\$464,907	

Fire Service Cost Proposal - Fontana is recommending following a similar model for Williams Bay fire service with a percentage contribution to actual fire budget expenses. Examples of detailed 2026 fire expenses and how they would be distributed are listed under “[Appendix E](#)”. The following was taken into consideration.

- Increases in operational costs for Options two and three were compared to current Williams Bay fire, EMS, and dive line items. Several areas of savings were identified by combining resources.
- Operating Costs do not include capital purchase items.

Estimated Williams Bay Fire Service Operating Cost Through 2032

Year	Option 1	Option 2	Option 3A	Option 3B	Option 3C	Full-Time
2026	\$123,513	\$136,775	\$141,501	\$177,467	\$239,686	\$321,580
2027	\$129,689	\$143,614	\$148,576	\$186,340	\$251,670	\$337,659
2028	\$136,174	\$150,794	\$156,005	\$195,657	\$264,254	\$354,542
2029	\$142,982	\$158,334	\$163,805	\$205,440	\$277,467	\$372,270
2030	\$150,131	\$166,251	\$171,996	\$215,712	\$291,340	\$390,883
2031	\$157,638	\$174,563	\$180,595	\$226,498	\$305,907	\$410,427
2032	\$165,520	\$183,292	\$189,625	\$237,823	\$321,202	\$430,949

5% increases are an estimate. Actual increases may vary

Comments

- Fontana seeks grant funding whenever possible and other opportunities to fund emergency services.
- Term – Ending at the same time as the current EMS IGA. December 21, 2034.
- Williams Bay would retain Wisconsin 2% funding and could be used to offset fire service funding.
- Item # 7 of Williams Bay / Fontana IGA for EMS Service states “The Parties agree to work together in good faith in order to reach agreement in the event that Williams Bay chooses to add fire protection services from Fontana.
- Cost proposals are intended to provide several service delivery options with scalable implementation for staffing the Williams Bay fire station.

APPENDIX A – FONTANA FD ROSTER

FONTANA FIRE DEPARTMENT ROSTER

	Name	Badge	Year Hired	Certifications
Chief Officers				
1	Manthy, Richard	10	2015	Firefighter / Paramedic / Inspector / MPO
2	Kemmett, Jon	17	1983	Firefighter / EMT-A / Officer I
3	Ackman, Peter		2008	Firefighter / Diver
Full-time Employees				
1	Budill, Zach - Captain	4	2019	FF 2 / Paramedic / Fire Office 1 & 2 / Instructor 1 / MPO
2	Giese, Cory	13	2023	Firefighter / EMT / MPO
3	Hahn, Alexander	15	2024	Firefighter / Paramedic / MPO
4	Heebsh, Thomas	16	2024	Firefighter / Paramedic / Inspector / MPO / Tech Rescue
5	Heindl, Cody - Lieut.	2	2015	FF 2 / EMT-A / Fire Officer 1 & 2 / Instructor 1, 2 & live Fire / MPO
6	Lewis, Nate	6	2021	Firefighter 2 / Paramedic / MPO / Haz Mat
7	McFarlin, Melissa	18	2024	Fire fighter 2 / Paramedic / Inspector / MPO
8	Olsen, Erik - Lieut.	9	2022	FF 2 Paramedic / Fire Officer 1 & 2 / Instructor 1 / Inspector / MPO
9	Perez, Steven	Prob	2025	FF 2 / Paramedic / Inspector / Officer 1 & 2 / HM Tech / MPO
10	Smith, Kenyon	14	2025	Firefighter / EMT / Tech Rescue / MPO
11	Tamillo, Jeremy	11	2023	Firefighter 2 / Paramedic / Instructor 1 / Officer 1 / MPO
12	Thompson, Vanes	Prob	2026	Firefighter / Paramedic / Inspector
13	Tobais, Kyle	8	2022	FF 2 / Diver / Paramedic / inspector 1 / fire Officer 1 / MPO
Permanent Part-Time Employees				
1	De La Torre, Michelle		2026	Firefighter 2 / A-EMT / MPO
2	Koutnik, Patrick		2025	Firefighter 1 / EMT
Part-time Employees				
1	Anderson, Derek		2025	FF 2 / A-EMT / MPO / Inspector / Fire Officer 1 / HM Tech / Inst
2	Callas, Dylan		2024	Firefighter / EMT - A
3	Gluth, Rich		2024	Firefighter / EMT - A
4	Loomis, Brian		2024	Firefighter / EMT / fire Officer 1 / MPO
5	McKean, Sean		2022	Firefighter 2 / EMT - A / Fire officer 1 / Instructor 1 / MPO - Aerial
6	Rollins, Matthew		2023	Firefighter 2 / EMT / MPO
Paid-on-call				
1	Livingston, Stan - Captain		2014	Firefighter
2	Bock, Ryan		2021	Firefighter / Rescue Diver
3	Decker, Larry		2015	EMT-A
4	Deger, Morgan		2025	EMT
5	Forsberg, Molly		2026	Firefighter / Paramedic
6	Goetsch, Derrick		2015	EMT-A
7	Goff, Michael		2026	Firefighter I
8	Marquis, Sean MD		2018	Firefighter / Paramedic
9	McDaniel, Jason	Bg-12	2023	Firefighter / EMT
10	Mercier, Melanie		2008	EMT-A
11	Nitsch, Wolf (Bg 1)		1978	Firefighter
12	Oldenburger, Erik		2024	Firefighter 1 / Rescue Diver
13	Sassano, Mia		2024	EMT
14	Smith, Josh		2019	Firefighter / EMT
15	Syverson, Megan		2025	Firefighter / A-EMT / Instructor I
16	Terretta, John		2025	Firefighter / EMT

APPENDIX B – LOCAL 580 SUPPORT LETTER



JANESVILLE FIRE FIGHTERS LOCAL 580



JUSTIN WISKIE
PRESIDENT

TYLER MAECHTLE
VICE PRESIDENT

ADAM SCHMIDT
SECRETARY-TREASURER

Williams Bay Village Board
250 Williams St
Williams Bay, WI 53191

April 16, 2026

Dear Village Board members,

Fontana's existing staffing model includes full-time, part-time, and paid-on-call personnel. This blended model has proven effective in meeting the evolving needs of the communities they serve. We further believe that expanding this structure will meet the service expectations of Williams Bay. Local 580 supports this flexible approach, which allows the department to provide reliable coverage while maintaining professional standards.

Union firefighters, EMTs, and paramedics bring a unique set of advantages to any municipality they serve. As trained professionals, who operate under a collective bargaining agreement, they ensure consistent qualifications, accountability, and adherence to nationally recognized standards. Municipalities benefit from a workforce committed to safety, ongoing training, operational readiness, and strong labor-management relationships. Residents and visitors can trust that their emergency services are provided by personnel who are dedicated to excellence and supported by resources that uphold both safety and efficiency.

The Village of Fontana and Janesville Fire Fighters Local 580 have a positive and productive working relationship. This partnership has fostered mutual respect, constructive communication, and a shared commitment to public safety. We are confident that this same cooperative spirit will extend to Williams Bay should the Village choose to move forward with this service agreement. Thank you for your time and consideration. Local 580 stands ready to support efforts that enhance regional fire and EMS services and strengthen the protection provided to the communities of Walworth County.

Sincerely,
Justin Wiskie
President - IAFF Local 580
303 Milton Ave
Janesville, WI 53545

APPENDIX C – WALWORTH TOWNSHIP SUPPORT LETTER



TOWN OF WALWORTH WALWORTH COUNTY, WI

April 22, 2026

Village of Williams Bay Trustees,

As you are aware, the Town of Walworth has entered into a long-term intergovernmental agreement with the Village of Fontana-on-Geneva Lake for both fire protection and EMS services.

Throughout this process, Fontana has demonstrated a high level of professionalism, transparency, and collaboration in working with surrounding communities and departments. They have successfully established agreements with the Town of Delavan and Hebron Fire District that includes both shared dual-response areas and clearly defined primary response zones, ensuring efficient, consistent and effective service delivery.

Given that the Village of Williams Bay already contracts Fontana for EMS services, there is a natural advantage in maintaining continuity by aligning fire protection services as well. Fontana's familiarity with your community's geography, infrastructure, response patterns, and existing apparatus creates a seamless operational environment that directly benefits response times, coordination, and overall public safety.

In addition to emergency response, Fontana has been a reliable partner in fire prevention. The Town of Walworth has entrusted Fontana with fire inspections for local businesses and vacation rentals, as well as school-based fire safety and prevention programs. Their consistency and commitment in these areas have been instrumental in enhancing safety across our Town.

While the Town of Delavan has been a valued service provider to the Town, we made the decision to contract with Fontana FD, recognizing their capacity and strategic approach to service delivery. We placed our confidence in Fontana's expertise to help shape response areas and mutual aid agreements that prioritize effectiveness over strict adherence to municipal boundaries. This approach has proven beneficial in optimizing coverage and ensuring timely resource deployment.

It is imperative that our communities continue to work collaboratively to support our emergency service providers and empower them to design response systems that maximize efficiency and minimize response times. Fontana has demonstrated its ability to do exactly that for the Town of Walworth, and we are confident they will deliver the same high level of service and commitment to the Village of Williams Bay.

We encourage you to give full consideration to the long-term benefits of continuity, coordination, and proven performance in your decision-making process as you evaluate your fire protection service options.

Alex Rasch

A handwritten signature in cursive script that reads "Alex Rasch".

Walworth Township Supervisor

W6741 Brick Church Road, PO Box 386, Walworth, WI 53184 ~ 262.275.9800



**TOWN OF WALWORTH
WALWORTH COUNTY, WI**

April 22, 2026

Village of Fontana Trustees

RE: Williams Bay RFP for Fire Services

To Whom It May Concern:

During the Town Board Meeting held on April 21, 2026, the Board voted to support the Fontana Fire Department's request to respond to the Williams Bay Request for Proposal (RFP) for Fire Services as follows:

Supervisor Rasch made a motion to approve the cohesive agreement, as proposed by Chief Manthy, which included all provisions up to and including section C3 with all the same stipulations by those set by the Village of Fontana for part-time personnel, and did not apply to full-time staff at this stage. Supervisor Pearce seconded the motion. The Board unanimously carried the decision with a vote of 5-0.

Please contact me if you have any questions.

Regards,

Marie Baker

Marie Baker, Clerk-Treasurer

cc: Chief Manthy

APPENDIX D – FONTANA EQUIPMENT INVENTORY

Item Description Gas Powered Saws	Count
Husqvarna K970 Circular rescue saw	1
Husqvarna 353 Chain	2
STIHL 14" CUTOFF SAW	1
STIHL 20" VENT CHAINSAW	1
STIHL MS 461 Chain saw 4	1
STIHL MS 461 Chain saw 5	1

Item Description Battery Powered Tools	Count
M18 BATTies	32
Chargers for M18 batteries	12
MILWAUKEE DUAL BATTERY CHAINSAW	1
MILWAUKEE DUAL BATTERY FAST CHARGER	1
MILWAUKEE MINI CUTOFF SAW	1
BATTERY POWERED ANGLE GRINDER	1
BATTERY POWERED DRILL	3
BATTERY POWERED IMPACT GUN (SHORT)	3
BATTERY POWERED LIGHT TOWER	1
BATTERY POWERED SAWZALL	2
ELECTRICAL CORD POWERED SAWZALL	2

Item Description Gear Washing	Count
Cissell 35 Extractor Washer	1
GE Clothes Dryer	1

Item Description Brush Fire Equipment	Count
EJ Metal pump skid unit brush truck	1
2026 Can Am 6x6 UTV w/fire pump, water, brush fire equip	1
Load Trail Trailer	1

Item Description Fire Hose	Count
Fire Hose 1 3/4"	61
Fire Hose 2 1/2"	36
Fire Hose 3"	1
Fire Hose LDH	40
6" Hard Suction	10

Item Description Misc Equipment	Count
Ground Ladders	11
Nozzles	18
2100 gal Folding Tank	1
Honda EU 2000i portable generator	2
Portable Lighting Equipment	9

Item Description Rescue Equipment	Count
Ajax 911 Chisel	1
Rescue 42 Strut 4 piece set	1
Hydraulic Rescue Equipment Spreaders, Cutters, Combi Tools, R	10
Turtle Cribbing Kit multiple items	1
Hi-Lift First Responder Jack	1
Airbag Control Kit	1
13 Ton Airbag	1
22 Ton airbag	1
Misc Technical Rescue Equipment	5

Item Description SCBA's	Count
SCBA Bottle	40
SCOTT 4500 SCBA	18
PAC TRAC	1
RIT Pack	2

Item Description Radios and Pagers	Count
Kenwood mobile radios	18
Minitor Pager UHF	16
Minitor Pager VHF	22
NX-5200 Portable Radio	10
XL 200 - 800 mhz portable radio	10
XL-200m 800 mhz mobile radio	11

Item Description Water Rescue Equipment	
SCUBA BC Sea Quest Pro QD	4
SCUBA Divator Airlines	2
SCUBA Dry Suit	4
SCUBA Full Face Masks and Comms	6
SCUBA MISC Items	6
SCUBA Regulators and stages	1
SCUBA Tank,Fontana Fire / Rescue	13
ICE Rescue Suit,Fontana Fire / Rescue	14
ROV	1
Side Scan Sonar	1
Side Scan Sonar,Fontana Fire / Rescue	2
PFD & PFD Clothing	26
Divator 1 DP1	2
Mares Rock Pro	2

Item Description Thermal Imagers and Gas Detection	
Thermal Imagers and Search Cameras	7
Sen Sit TKX Multi Gas Detector	1
SENSIT HXG-2D 4 gas	1
SENSIT GOLD 4 GAS	2
SENSIT P100 HCN	1
MicroRAE 4Gas Meter	1
CO MONITOR	7
TAC Stick	1

Item Description Misc EMS Equipment	Count
Zoll AED	4
ZOLL X Series	3
Glide Scope	4
ABC Glucose Meter	6
LUCAS Device CCR	2
Stryker cot	2
Stryker Powerload System	1
Stryker Stair Chair	2

Item Description Fans PPV and Smoke Ejector	
Tempest 16" PPV gas	1
Tempest Smoke Ejector electric	1
Super Vac PPV gas	1
SuperVac PPV battery	1

Item Description breathing Air and O2 Fill Equipment	
6000 psi Breathing Air Tanks For Fill Stations	6
Breathing Air Compressor	1
Breathing Air Fill Station 3720	1
Breathing Air Fill Station Floor Unit	1
O2 Bottle	14
O2 Fill Station	1

Item Description Extinguisher	
Water Extinguisher	6
CO Extinguisher	6
Dry Chem Extinguisher	8
Speciaty Extinguisher	2

APPENDIX E – COST PROPOSAL BUDGET SUMMARIES

2026 Draft WB RFP Fire Personnel Budget

Combined Fire Personnel Staffing Options

	Current / 1	2 & 3A	3B	3C	FT Comp*
Admin/Officer Salaries	\$25,125	\$31,760	\$31,760	\$31,760	\$31,760
POC/Part-time Salaries*	\$76,277	\$78,198	\$159,191	\$272,582	\$305,255
FICA & Medicare	\$7,757	\$8,412	\$14,608	\$23,282	\$52,387
WRS	\$572	\$572	\$572	\$29,341	\$35,162
Health & Dental	\$3,340	\$3,340	\$3,340	\$3,340	\$130,953
Vision	\$64	\$64	\$64	\$64	\$1,604
Life	\$70	\$70	\$70	\$70	\$1,850
Total- Combine	\$113,205	\$122,415	\$209,605	\$360,439	\$558,971

* Full-time is not Proposed.
Represents full-time staffing costs as a comparison to current part-time proposals

OPTION 1 / CURRENT 2026 FIRE BUDGET									
Position	Hours	Wage	SALARIES	FICA/Medicare	WRS	HEALTH/DENT	VISION	LIFE	ALL BENEFITS
POC Admin / Officers	740	\$25.52	\$18,884.80	\$1,444.69					\$1,444.69
10% PD Amin (4hrs/wk.)	208	\$30.00	\$6,240.00	\$477.36	\$572.00	\$3,340.00	\$64.00	\$70.00	\$4,523.36
Admin / Officer Salary Total			\$25,124.80	\$1,922.05	\$572.00	\$3,340.00	\$64.00	\$70.00	\$5,968.05
Part Time / Paid-On-Call	3224	\$23.66	\$76,276.94	\$5,835.19					
			Benefit Totals -	\$7,757	\$572	\$3,340	\$64	\$70	\$5,968
Part Time / Paid-On-Call		Hours		POC Admin / Officer		Hours			
Calls Meetings & Drills 20 hours / week		1040		On-Call Hrs.		5 hrs. per wk.-POC AC /Capt. 520			
Night Staffing - Fri, Sat, Sun (14 hrs. X 156 Days)		2184		Admin Hrs.		POC Admin Hours 220			
		3224		Total POC Admin / Officer Hours 740					

OPTION 2 & 3A Staffing / Additional POC & Officer On-Call Hours									
Position	Hours	Wage	SALARIES	FICA/Medicare	WRS	HEALTH/DENT	VISION	LIFE	ALL BENEFITS
POC Admin / Officers	1000	\$25.52	\$25,520.00	\$1,952.28					\$1,952.28
10% PD Amin (4hrs/wk.)	208	\$30.00	\$6,240.00	\$477.36	\$572.00	\$3,340.00	\$64.00	\$70.00	\$4,523.36
Admin / Officer Salary Total			\$31,760.00	\$2,429.64	\$572.00	\$3,340.00	\$64.00	\$70.00	\$6,475.64
Part Time / Paid-On-Call	3524	\$22.19	\$78,197.56	\$5,982.11					
Hourly Wage = Step 2 (POC)			Benefit Totals -	\$8,412	\$572	\$3,340	\$64	\$70	\$6,476
Part Time / Paid-On-Call		Hours		POC Admin / Officer		Hours			
Calls Meetings & Drills 20 hours / week		1340		On-Call Hrs.		5 hrs. per wk.-POC AC /Capt. 780			
Night Staffing - Fri, Sat, Sun (14 hrs. X 156 Days)		2184		Admin Hrs.		POC Admin Hours 220			
		3524		Total POC Admin / Officer Hours 1000					
300 ADDITIONAL POC HOURS			ADDITION OF ONE ASSISTANT CHIEF POSITION						

OPTION 3B - Additional POC, Officer On-Call, and 10 hour part-time position									
Position	Hours	Wage	SALARIES	FICA/Medicare	WRS	HEALTH/DENT	VISION	LIFE	ALL BENEFITS
POC Admin / Officers	1000	\$25.52	\$25,520.00	\$1,952.28					\$1,952.28
10% PD Amin (4hrs/wk.)	208	\$30.00	\$6,240.00	\$477.36	\$572.00	\$3,340.00	\$64.00	\$70.00	\$4,523.36
Admin / Officer Salary Total			\$31,760.00	\$2,429.64	\$572.00	\$3,340.00	\$64.00	\$70.00	\$6,475.64
Part Time / Paid-On-Call	7174	\$22.19	\$159,191.06	\$12,178.12					
Hourly Wage = Step 2 (POC)			Benefit Totals -	\$14,608	\$572	\$3,340	\$64	\$70	\$6,476
Part Time / Paid-On-Call		Hours		POC Admin / Officer		Hours			
Calls Meetings & Drills 20 hours / week		1340		On-Call Hrs.		5 hrs. per wk.-POC AC /Capt. 780			
Night Staffing - Fri, Sat, Sun (14 hrs./ Day) + WB Day		5834		Admin Hrs.		POC Admin Hours 220			
		7174		Total POC Admin / Officer Hours 1000					
ADDITIONAL 300 POC HOURS AND WB DAYTIME HOURS (10 hours)			ADDITION OF ONE ASSISTANT CHIEF POSITION						

OPTION 3C - Additional POC, Officer On-Call, and 24-hour part-time position									
Position	Hours	Wage	SALARIES	FICA/Medicare	WRS	HEALTH/DENT	VISION	LIFE	ALL BENEFITS
POC Admin / Officers	1000	\$25.52	\$25,520.00	\$1,952.28					\$1,952.28
10% PD Amin (4hrs/wk.)	208	\$30.00	\$6,240.00	\$477.36	\$572.00	\$3,340.00	\$64.00	\$70.00	\$4,523.36
Admin / Officer Salary Total			\$31,760.00	\$2,429.64	\$572.00	\$3,340.00	\$64.00	\$70.00	\$6,475.64
Part Time / Paid-On-Call	12284	\$22.19	\$272,581.96	\$20,852.52	\$28,768.89				
Benefit Totals - (PT WRS 36 hrs./wk. X 3 personnet - 5616 hrs.)			\$23,282	\$29,341	\$3,340	\$64	\$70	\$6,476	
Part Time / Paid-On-Call		Hours		POC Admin / Officer		Hours			
Calls Meetings & Drills 20 hours / week		1,340.00		On-Call Hrs.		5 hrs. per wk.-POC AC /Capt. 780			
Night Staffing - Fri, Sat, Sun (14 hrs./ Day) + WB 24-hour		10,944.00		Admin Hrs.		POC Admin Hours 220			
24 hours X 365 = 8760		12,284.00		Total POC Admin / Officer Hours 1000					
ADDITIONAL 300 POC HOURS AND WB 24-HOUR POSITION			ADDITION OF ONE ASSISTANT CHIEF POSITION						

FULL-TIME COMPARISON - THREE ADDITIONAL FULL TIME STAFF

Position	Hours	Wage	SALARIES	FICA/Medicare	WRS	HEALTH/DENT	VISION	LIFE	ALL BENEFITS		
POC Admin / Officers	1000	\$25.52	\$25,520.00	\$1,952.28					\$1,952.28		
PD Amin Assistant (4 hrs. / we	208	\$30.00	\$6,240.00	\$477.36	\$572.00	\$3,340.00	\$64.00	\$70.00	\$4,523.36		
\$31,760.00											
Part Time	3224	\$22.19	\$71,540.56	\$5,472.85					\$5,472.85		
Full Time FF EMT # 1	2590	\$22.38	\$57,964.20	\$13,302.78	\$8,578.70	\$31,903	\$385	\$445	\$54,614.79		
Full Time FF EMT # 2	2590	\$22.38	\$57,964.20	\$13,302.78	\$8,578.70	\$31,903	\$385	\$445	\$54,614.79		
Full Time FF EMT # 3	2590	\$22.38	\$57,964.20	\$13,302.78	\$8,578.70	\$31,903	\$385	\$445	\$54,614.79		
Full Time Overtime Budget	1782	\$33.57	\$59,821.74	\$4,576.36	\$8,853.62	\$31,903	\$385	\$445	\$46,163.28		
Full-Time / Part-Time / POC			\$305,255	\$52,387	\$35,162	\$130,953	\$1,604	\$1,850			
Part Time / Paid-On-Call				Hours		POC Admin / Officer				Hours	
Calls Meetings & Drills 20 hours / week				1040		On-Call Hrs. 5 hrs. per wk.-POC AC /Capt.				780	
Night Staffing - Fri, Sat, Sun (14 hrs./ Day) + WB 24-hour				2184		Admin Hrs. POC Admin Hours				220	
				3224		Total POC Admin / Officer Hours				1000	
ADDITION OF ONE ASSISTANT CHIEF POSITION											
OVERTIME (Based on FF/EMT Step 2)											
Coverage for Work Reduction Days	Vacation Coverage 6 shifts	Sick - 24 Hrs. X 6 Days X 3 Empl	Other 72 Hrs. X 3 Employees	Total Hours							
8760 - 7770 FT Hrs.	990	144	432	216	1782						
Average Overtime Rate				\$33.57							
TOTAL OVERTIME BUDGET			\$59,821.74								

FONTANA FIRE DEPARTMENT BUDGET 2026 - OPTION 1

EMS Expenses		EMS EXPENSES				
Act #	200-	\$2,026	Split	Fontana	Williams Bay	Walworth Tp.
		\$2,574,385		\$1,067,233	\$1,055,729	\$385,262

FIRE EXPENSES						
Act #	200-	2026	Split	Fontana	Williams Bay	Walworth Tp.
Act # 100-	Fire Expenses		Split	Fontana	WB	Walworth Tp.
52200-110	Fire Admin (A.C. & Capt)	\$25,126	3-Way Split	\$10,960	\$10,364	\$3,802
52200-115	Fire Salaries (Part time / POC)	\$76,277	3-Way Split	\$33,272	\$31,464	\$11,541
52200-131	FICA	\$7,757	3-Way Split	\$3,384	\$3,200	\$1,174
52200-133	Fire WRS	\$572	3-Way Split	\$250	\$236	\$87
52200-134	Fire Health	\$3,340	3-Way Split	\$1,457	\$1,378	\$505
52200-135	Fire Vision	\$64	3-Way Split	\$28	\$26	\$10
52200-136	Fire Life	\$70	3-Way Split	\$31	\$29	\$11
52200-210	Professional Servies	\$3,000	3-Way Split	\$1,309	\$1,238	\$454
52200-212	Delavan Township IGA- Fire	\$3,500	Font / WB	\$1,750	\$1,750	N/A
52200-222	Communication Expense	\$10,000	3-Way Split	\$4,362	\$4,125	\$1,513
52200-300	Supplies Expense	\$7,000	3-Way Split	\$3,053	\$2,888	\$1,059
52200-310	Office Supplies Expense	\$3,200	3-Way Split	\$1,396	\$1,320	\$484
52200-315	Technology Expense	\$11,500	3-Way Split	\$5,016	\$4,744	\$1,740
52200-330	Travel Expense	\$4,000	3-Way Split	\$1,745	\$1,650	\$605
52200-335	Education Expense	\$6,000	3-Way Split	\$2,617	\$2,475	\$908
52200-340	Fire Equipment (2%)	\$75,278	3-Way Split	\$32,836	\$31,052	\$11,390
52200-345	Truck & Auto Expense	\$12,000	3-Way Split	\$5,234	\$4,950	\$1,816
52200-350	Fire Equipment Repairs	\$30,000	3-Way Split	\$13,086	\$12,375	\$4,539
52200-351	Twp Tender / UTV Equip	\$2,000	Twp	N/A	N/A	\$2,000
52200-352	Twp Tender / UTV Maint	\$1,900	Twp	N/A	N/A	\$1,900
52200-355	Fuel	\$6,000	3-Way Split	\$2,617	\$2,475	\$908
52200-510	Insurance	\$14,000	3-Way Split	\$6,107	\$5,775	\$2,118
		\$302,584		\$130,509	\$123,513	\$48,561

EXAMPLE Option 1 Fontana Partnering with Williams Bay Fire Department			
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.
	\$130,509	\$123,513	\$48,561
Total	\$302,584	\$302,584	\$302,584

2026 FONTANA FIRE DEPARTMENT BUDGET - OPTION 2 PROVIDING FIRE SERVICE FROM FONTANA

Act # 200-	EMS Expenses	2026	Split	Fontana	Williams Bay	Walworth Tp.
		\$2,574,385	\$1,067,233	\$1,055,729	\$385,262	

FIRE EXPENSES							
Act #	Fire Expenses	2026 Current	2026-New	Split	Fontana	Walworth Twp	NOTES
52200-110	Fire Admin (A.C. & Capt)	\$25,126	\$31,760	3-Way Split	\$13,854	\$13,101	Additional POC
52200-115	Fire Salaries (Part time / POC)	\$76,277	\$78,198	3-Way Split	\$34,110	\$32,256	Additional POC
52200-131	FICA	\$7,757	\$8,412	3-Way Split	\$3,669	\$3,470	Additional POC
52200-133	Fire WRS	\$572	\$572	3-Way Split	\$250	\$87	Additional POC
52200-134	Fire Health	\$3,340	\$3,340	3-Way Split	\$1,457	\$1,378	Additional POC
52200-135	Fire Vision	\$64	\$64	3-Way Split	\$28	\$26	Additional POC
52200-136	Fire Life	\$70	\$70	3-Way Split	\$31	\$29	Additional POC
52200-210	Professional Services	\$3,000	\$3,600	3-Way Split	\$1,570	\$1,485	20% Increase
52200-212	Delavan Township IGA- Fire	\$3,500	\$3,500	Font / WB	\$1,750	NA	NA
52200-222	Communication Expense	\$10,000	\$12,000	3-Way Split	\$5,234	\$4,950	20% Increase
52200-300	Supplies Expense	\$7,000	\$8,400	3-Way Split	\$3,664	\$3,465	20% Increase
52200-310	Office Supplies Expense	\$3,200	\$3,840	3-Way Split	\$1,675	\$1,584	20% Increase
52200-315	Technology Expense	\$11,500	\$13,800	3-Way Split	\$6,020	\$5,693	20% Increase
52200-330	Travel Expense	\$4,000	\$4,800	3-Way Split	\$2,094	\$1,980	20% Increase
52200-335	Education Expense	\$6,000	\$7,200	3-Way Split	\$3,141	\$2,970	20% Increase
52200-340	Fire Equipment (2%)	\$75,278	\$75,278	3-Way Split	\$32,836	\$31,052	No Increase
52200-345	Truck & Auto Expense	\$12,000	\$14,400	3-Way Split	\$6,281	\$5,940	20% Increase
52200-350	Fire Equipment Repairs	\$30,000	\$36,000	3-Way Split	\$15,703	\$14,850	20% Increase
52200-351	Twp Tender / UTV Equip	\$2,000	\$2,000	Twp	N/A	N/A	NA
52200-352	Twp Tender / UTV Mamt	\$1,900	\$1,900	Twp	N/A	N/A	NA
52200-355	Fuel	\$6,000	\$8,400	3-Way Split	\$3,664	\$2,475	40% Increase
52200-510	Insurance	\$14,000	\$19,600	3-Way Split	\$8,550	\$8,085	40% Increase
	Total	\$302,584	\$337,133	Total Increases	\$145,580	\$136,775	Total Increase
						\$48,561	\$34,549

EXAMPLE Fontana Providing Fire Service From Fontana Fire Station				
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$145,580	\$136,775	\$48,561	\$330,916

3-Way Split Percentages			
Fontana	Williams Bay	Walworth Twp	Total
43.62%	41.25%	15.13%	100.00%

2026 FONTANA FIRE DEPARTMENT BUDGET - WB OPTION 3.A (WB STATION WITH TWO 24-HOUR POSITIONS)

EMS EXPENSES						
Act #	2026	Split	Fontana	Williams Bay	Walworth Twp.	Notes
Act # 200- EMS Expenses	\$2,574,385	3-Way Split	\$1,067,233	\$1,055,729	\$385,262	

FIRE EXPENSES									
Act #	2026 Current	2026-New	Split	Fontana	WB	Walworth Twp.	NOTES	Increase	
Act # 100- Fire Expenses	\$25,126	\$31,760	3-Way Split	\$13,854	\$13,101	\$4,805	POC Increase	\$6,634	
52200-110 Fire Admin (A.C. & Capt)	\$76,277	\$78,198	3-Way Split	\$34,110	\$32,256	\$11,831	POC Increase	\$1,921	
52200-115 Fire Salaries (Part time / POC)	\$7,757	\$8,412	3-Way Split	\$3,669	\$3,470	\$1,273	POC Increase	\$655	
52200-131 FICA	\$572	\$572	3-Way Split	\$250	\$236	\$87	POC Increase	\$0	
52200-133 Fire WRS	\$3,340	\$3,340	3-Way Split	\$1,457	\$1,378	\$505	POC Increase	\$0	
52200-134 Fire Health	\$64	\$64	3-Way Split	\$28	\$26	\$10	POC Increase	\$0	
52200-135 Fire Vision	\$70	\$70	3-Way Split	\$31	\$29	\$11	POC Increase	\$0	
52200-136 Fire Life	\$3,000	\$3,600	3-Way Split	\$1,570	\$1,485	\$545	20% Increase	\$600	
52200-210 Professional Servies	\$3,500	\$3,500	Fontana / WB	\$1,527	\$1,444	\$530	NA	\$0	
52200-212 Delavan Township IGA- Fire	\$10,000	\$12,000	3-Way Split	\$5,234	\$4,950	\$1,816	20% Increase	\$2,000	
52200-222 Communication Expense	\$7,000	\$9,800	3-Way Split	\$4,275	\$4,043	\$1,483	40% Increase	\$2,800	
52200-300 Supplies Expense	\$3,200	\$3,840	3-Way Split	\$1,675	\$1,584	\$581	20% Increase	\$640	
52200-310 Office Supplies Expense	\$11,500	\$13,800	3-Way Split	\$6,020	\$5,693	\$2,088	20% Increase	\$2,300	
52200-315 Technology Expense	\$4,000	\$4,800	3-Way Split	\$2,094	\$1,980	\$726	20% Increase	\$800	
52200-330 Travel Expense	\$6,000	\$7,200	3-Way Split	\$3,141	\$2,970	\$1,089	20% Increase	\$1,200	
52200-335 Education Expense	\$75,278	\$75,278	3-Way Split	\$32,836	\$31,052	\$11,390	NA	\$0	
52200-340 Fire Equipment (2%)	\$12,000	\$16,800	3-Way Split	\$7,328	\$6,930	\$2,542	40% Increase	\$4,800	
52200-345 Truck & Auto Expense	\$30,000	\$42,000	3-Way Split	\$18,320	\$17,325	\$6,355	40% Increase	\$12,000	
52200-350 Fire Equipment Repairs	\$2,000	\$2,000	Twp	N/A	N/A	\$2,000	NA	\$0	
52200-351 Twp Tender / UTV Equip	\$1,900	\$1,900	Twp	N/A	N/A	\$1,900	NA	\$0	
52200-352 Twp Tender / UTV Maint	\$6,000	\$8,400	3-Way Split	\$3,664	\$3,465	\$1,271	40% Increase	\$2,400	
52200-355 Fuel	\$14,000	\$19,600	3-Way Split	\$8,550	\$8,085	\$2,965	40% Increase	\$5,600	
52200-510 Insurance	\$302,584	\$346,933		\$149,631	\$141,501	\$55,801		\$44,349	

** EXAMPLE** Fontana Providing Fire Service From Williams Bay - Two 24-hour Personnel		
2026 Fire Operating Expenses	Williams Bay	Walworth Twp.
Fontana	\$149,631	\$55,801
Total	\$141,501	\$346,933

3-Way Split Percentages		
Fontana	Williams Bay	Walworth Twp
43.62%	41.25%	15.13%
Total	100.00%	100.00%

2026 FONTANA FIRE DEPARTMENT BUDGET - WB OPTION 3B (WB STATION WITH TWO 24-HOUR & ONE DAYTIME POSITIONS)

EMS EXPENSES						
Act #	2026	Split	Fontana	Williams Bay	Walworth Twp.	Notes
200-EMS Expenses	\$2,574,385	3-Way Split	\$1,067,233	\$1,055,729	\$385,262	

FIRE EXPENSES											
Act #	2026 Current	2026-New	Split	Fontana	WB	Walworth Twp	NOTES	Increase			
100- Fire Expenses	\$25,126	\$31,760	3-Way Split	\$13,854	\$13,101	\$4,805	POC Increase	\$6,634			
52200-110 Fire Admin (A.C. & Capt)	\$76,277	\$159,191	3-Way Split	\$69,439	\$65,666	\$24,086	POC Increase	\$82,914			
52200-115 Fire Salaries (Part time / POC)	\$7,757	\$14,608	3-Way Split	\$6,372	\$6,026	\$2,210	POC Increase	\$6,851			
52200-131 FICA	\$572	\$572	3-Way Split	\$250	\$236	\$87	POC Increase	\$0			
52200-133 Fire WRS	\$3,340	\$3,340	3-Way Split	\$1,457	\$1,378	\$505	POC Increase	\$0			
52200-134 Fire Health	\$64	\$64	3-Way Split	\$28	\$26	\$10	POC Increase	\$0			
52200-135 Fire Vision	\$70	\$70	3-Way Split	\$31	\$29	\$11	POC Increase	\$0			
52200-136 Fire Life	\$3,000	\$3,600	3-Way Split	\$1,570	\$1,485	\$545	20% Increase	\$600			
52200-210 Professional Services	\$3,500	\$3,500	Fontana / WB	\$1,527	\$1,444	\$530	NA	\$0			
52200-212 Delavan Township IGA- Fire	\$10,000	\$12,000	3-Way Split	\$5,234	\$4,950	\$1,816	20% Increase	\$2,000			
52200-222 Communication Expense	\$7,000	\$9,800	3-Way Split	\$4,275	\$4,043	\$1,483	40% Increase	\$2,800			
52200-300 Supplies Expense	\$3,200	\$3,840	3-Way Split	\$1,675	\$1,584	\$581	20% Increase	\$640			
52200-310 Office Supplies Expense	\$11,500	\$13,800	3-Way Split	\$6,020	\$5,693	\$2,088	20% Increase	\$2,300			
52200-315 Technology Expense	\$4,000	\$4,800	3-Way Split	\$2,094	\$1,980	\$726	20% Increase	\$800			
52200-330 Travel Expense	\$6,000	\$7,200	3-Way Split	\$3,141	\$2,970	\$1,089	20% Increase	\$1,200			
52200-335 Education Expense	\$75,278	\$75,278	3-Way Split	\$32,836	\$31,052	\$11,390	NA	\$0			
52200-340 Fire Equipment (2%)	\$12,000	\$16,800	3-Way Split	\$7,328	\$6,930	\$2,542	40% Increase	\$4,800			
52200-345 Truck & Auto Expense	\$30,000	\$42,000	3-Way Split	\$18,320	\$17,325	\$6,355	40% Increase	\$12,000			
52200-350 Fire Equipment Repairs	\$2,000	\$2,000	Twp	N/A	N/A	\$2,000	NA	\$0			
52200-351 Twp Tender / UTV Equip	\$1,900	\$1,900	Twp	N/A	N/A	\$1,900	NA	\$0			
52200-352 Twp Tender / UTV Maint	\$6,000	\$8,400	3-Way Split	\$3,664	\$3,465	\$1,271	40% Increase	\$2,400			
52200-355 Fuel	\$14,000	\$19,600	3-Way Split	\$8,550	\$8,085	\$2,965	40% Increase	\$5,600			
52200-510 Insurance											
	\$302,584	\$434,123		\$187,663	\$177,467	\$68,993		\$131,539			

** EXAMPLE ** Fontana Providing Fire Service From Williams Bay - 3B Third Daytime Position			
2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.
	\$187,663	\$177,467	\$68,993
Total	\$434,123		

3-Way Split Percentages		
Fontana	Williams Bay	Walworth Twp
43.62%	41.25%	15.13%
		Total
		100.00%

2026 FONTANA FIRE DEPARTMENT BUDGET - WB OPTION 3C (WB STATION WITH THREE 24-HOUR POSITIONS)

		EMS EXPENSES									
Act #	200-EMS Expenses	2026	Split	Fontana	Williams Bay	Walworth Tp.	Notes				
		\$2,574,385	3-Way Split	\$1,067,233	\$1,055,729	\$385,262					
FIRE EXPENSES											
Act #	100- Fire Expenses	2026-Current	2026-New	Fontana	WB	Walworth Twp	NOTES	Increase			
52200-110	Fire Admin (A.C. & Capt)	\$25,126	\$31,760	\$13,854	\$13,101	\$4,805	POC Increase	\$6,634			
52200-115	Fire Salaries (Part time / POC)	\$76,277	\$272,582	\$118,900	\$112,440	\$41,242	POC Increase	\$196,305			
52200-131	FICA	\$7,757	\$23,282	\$10,156	\$9,604	\$3,523	POC Increase	\$15,525			
52200-133	Fire WRS	\$572	\$29,341	\$12,798	\$12,103	\$4,439	POC Increase	\$28,769			
52200-134	Fire Health	\$3,340	\$3,340	\$1,457	\$1,378	\$505	POC Increase	\$0			
52200-135	Fire Vision	\$64	\$64	\$28	\$26	\$10	POC Increase	\$0			
52200-136	Fire Life	\$70	\$70	\$31	\$29	\$11	POC Increase	\$0			
52200-210	Professional Services	\$3,000	\$3,600	\$1,570	\$1,485	\$545	20% Increase	\$600			
52200-212	Delavan Township IGA- Fire	\$3,500	\$3,500	\$1,527	\$1,444	\$530	NA	\$0			
52200-222	Communication Expense	\$10,000	\$12,000	\$5,234	\$4,950	\$1,816	20% Increase	\$2,000			
52200-300	Supplies Expense	\$7,000	\$9,800	\$4,275	\$4,043	\$1,483	40% Increase	\$2,800			
52200-310	Office Supplies Expense	\$3,200	\$3,840	\$1,675	\$1,584	\$581	20% Increase	\$640			
52200-315	Technology Expense	\$11,500	\$13,800	\$6,020	\$5,693	\$2,088	20% Increase	\$2,300			
52200-330	Travel Expense	\$4,000	\$4,800	\$2,094	\$1,980	\$726	20% Increase	\$800			
52200-335	Education Expense	\$6,000	\$7,200	\$3,141	\$2,970	\$1,089	20% Increase	\$1,200			
52200-340	Fire Equipment (2%)	\$75,278	\$75,278	\$32,836	\$31,052	\$11,390	NA	\$0			
52200-345	Truck & Auto Expense	\$12,000	\$16,800	\$7,328	\$6,930	\$2,542	40% Increase	\$4,800			
52200-350	Fire Equipment Repairs	\$30,000	\$42,000	\$18,320	\$17,325	\$6,355	40% Increase	\$12,000			
52200-351	Twp Tender / UTV Equip	\$2,000	\$2,000	N/A	N/A	\$2,000	NA	\$0			
52200-352	Twp Tender / UTV Maint	\$1,900	\$1,900	N/A	N/A	\$1,900	NA	\$0			
52200-355	Fuel	\$6,000	\$8,400	\$3,664	\$3,465	\$1,271	40% Increase	\$2,400			
52200-510	Insurance	\$14,000	\$19,600	\$8,550	\$8,085	\$2,965	40% Increase	\$5,600			
		\$302,584	\$584,957	\$253,457	\$239,686	\$91,814		\$282,373			

** EXAMPLE** Fontana Providing Fire Service From Williams Bay - 3C Third 24-Hour Position		
2026 Fire Operating Expenses	Fontana	Williams Bay
	\$253,457	\$239,686
	\$91,814	\$584,957

3-Way Split Percentages		
Fontana	Williams Bay	Walworth Twp
43.62%	41.25%	15.13%
		Total
		100.00%

EMS EXPENSES						
Act #	2026	Split	Fontana	Williams Bay	Walworth Twp	Notes
200-	\$2,574,385	3-Way Split	\$1,067,233	\$1,055,729	\$385,262	

FIRE EXPENSES									
Act #	2026 Current	2026-New	Split	Fontana	WB	Walworth Twp	NOTES	Increase	
100-									
110	\$25,126	\$31,760	3-Way Split	\$13,854	\$13,101	\$4,805	(3) Full-Time	\$6,634	
115	\$76,277	\$305,255	3-Way Split	\$133,152	\$125,918	\$46,185	(3) Full-Time	\$228,978	
131	\$7,757	\$52,387	3-Way Split	\$22,851	\$21,610	\$7,926	(3) Full-Time	\$44,630	
133	\$572	\$35,162	3-Way Split	\$15,338	\$14,504	\$5,320	(3) Full-Time	\$34,590	
134	\$3,340	\$130,953	3-Way Split	\$57,122	\$54,018	\$19,813	(3) Full-Time	\$127,613	
135	\$64	\$1,604	3-Way Split	\$700	\$662	\$243	(3) Full-Time	\$1,540	
136	\$70	\$1,850	3-Way Split	\$807	\$763	\$280	(3) Full-Time	\$1,780	
210	\$3,000	\$3,600	3-Way Split	\$1,570	\$1,485	\$545	20% Increase	\$600	
212	\$3,500	\$3,500	Fontana / WB	\$1,527	\$1,444	\$530	NA	\$0	
222	\$10,000	\$12,000	3-Way Split	\$5,234	\$4,950	\$1,816	20% Increase	\$2,000	
300	\$7,000	\$9,800	3-Way Split	\$4,275	\$4,043	\$1,483	40% Increase	\$2,800	
310	\$3,200	\$3,840	3-Way Split	\$1,675	\$1,584	\$581	20% Increase	\$640	
315	\$11,500	\$13,800	3-Way Split	\$6,020	\$5,693	\$2,088	20% Increase	\$2,300	
330	\$4,000	\$4,800	3-Way Split	\$2,094	\$1,980	\$726	20% Increase	\$800	
335	\$6,000	\$7,200	3-Way Split	\$3,141	\$2,970	\$1,089	20% Increase	\$1,200	
340	\$75,278	\$75,278	3-Way Split	\$32,836	\$31,052	\$11,390	NA	\$0	
345	\$12,000	\$16,800	3-Way Split	\$7,328	\$6,930	\$2,542	40% Increase	\$4,800	
350	\$30,000	\$42,000	3-Way Split	\$18,320	\$17,325	\$6,355	40% Increase	\$12,000	
351	\$2,000	\$2,000	Twp	N/A	N/A	\$2,000	NA	\$0	
352	\$1,900	\$1,900	Twp	N/A	N/A	\$1,900	NA	\$0	
355	\$6,000	\$8,400	3-Way Split	\$3,664	\$3,465	\$1,271	40% Increase	\$2,400	
510	\$14,000	\$19,600	3-Way Split	\$8,550	\$8,085	\$2,965	40% Increase	\$5,600	
	\$302,584	\$783,489		\$340,057	\$321,580	\$121,852		\$480,905	

** EXAMPLE** Fontana Providing Fire Service From Williams Bay - Three Full-Time Positions

2026 Fire Operating Expenses	Fontana	Williams Bay	Walworth Twp.	Total
	\$340,057	\$321,580	\$121,852	\$783,489

3-Way Split Percentages		
Fontana	Williams Bay	Walworth Twp
43.62%	41.25%	15.13%
		Total
		100.00%

CITED REFERENCES

- Elmore, R (October 13, 2025) *What ISO Fire Department Ratings Really Mean* – Blazestack Publishing
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<https://dsps.wi.gov/Documents/Programs/FirePrevention/SBD9405P.pdf>
- Village of Fontana - Site (August 2025) – *Site Assessment Study – New Public Safety Building Site*
<https://vi.fontana.wi.gov/wp-content/uploads/Fontana-Public-Safety-Building-Site-Study-2025-08-21.pdf>
- Village of Fontana - Info (January 2026) – *Informational Sessions on Public Safety Building & Responses*
<https://vi.fontana.wi.gov/wp-content/uploads/PSB-info-meetings-013126.pdf>
<https://vi.fontana.wi.gov/wp-content/uploads/PSB-public-comment-results.pdf>
- Village of Fontana - New Site (Revised January 2026) – *Village of Fontana Public Safety Site Study*
<https://vi.fontana.wi.gov/wp-content/uploads/PSB-RM-Presentation-20260112.pdf>
- Public Administration Association-PAA (May 2024) – *Public Safety Study: Staffing and Fleet Projections – Village of Fontana – Police and Fire Departments, Village of Williams Bay -Fire Department*
<https://vi.fontana.wi.gov/wp-content/uploads/Fontana-final-report-05092024-1.pdf>
- Policy Forum (October 2025) *One Step Ahead - Preparing for the Future of Fire and Emergency Medical Services in Walworth County*
https://www.co.walworth.wi.us/DocumentCenter/View/18228/OneStepAhead_WalworthCountyFireEMS-Final?bidId=

Fontana Fire Department

Village of Williams Bay RFP for Fire Services



Request For Proposal Topics

1. Officer Background & Experience
2. Scope of Required Services & Recommendations
 - Operational Capabilities
 - Three Service Delivery Options
 - Scalable Staffing Solutions
3. References
4. Cost Proposal





Officer Background & Experience

Chief & Deputy Chief

Paid-On-Call Officers

Assistant Chief

Captain

Full-Time Company Officers

Duty Crew Captain

Two Duty Crew Lieutenants

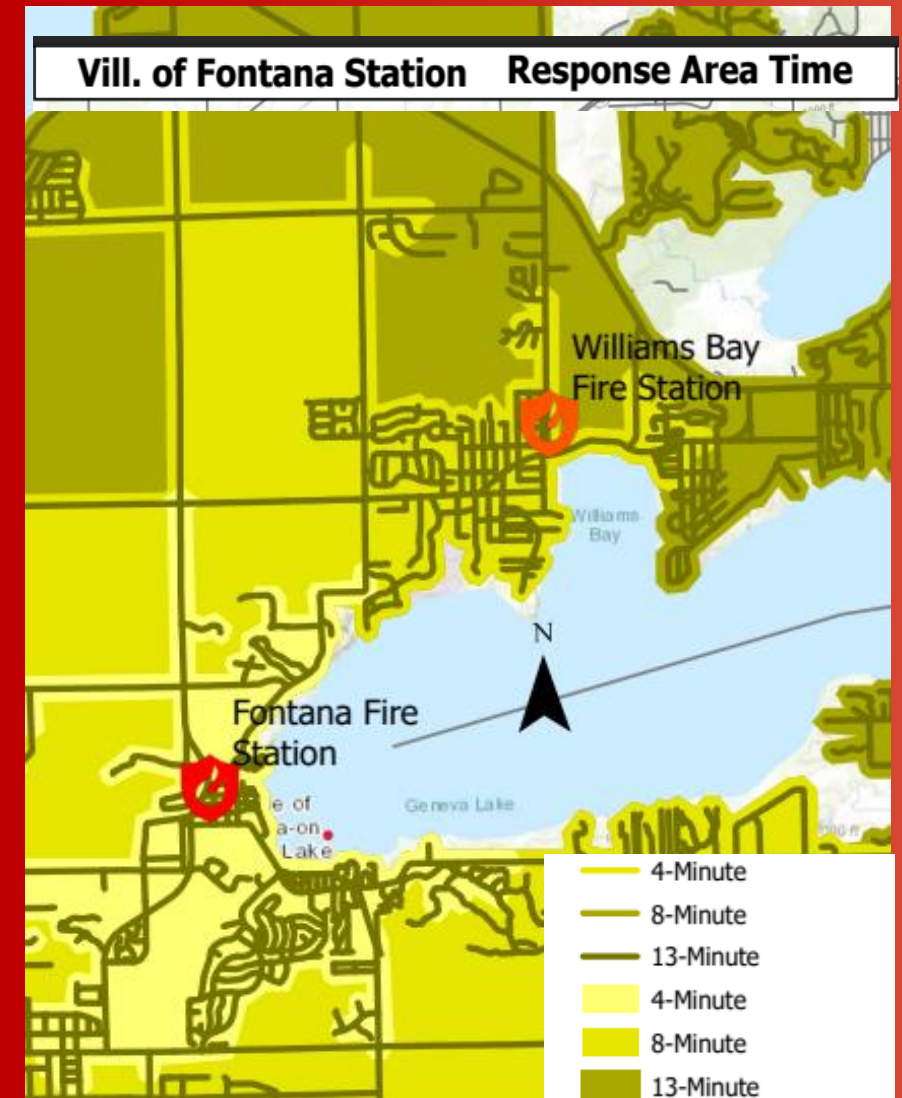
Scope of Services



EXECUTIVE SUMMARY

- Option 1 - Working in partnership with Williams Bay Fire Department.
- Option 2 – Fontana provides Williams Bay fire service from the Fontana Fire Station.
- Option 3 – Fontana provides Williams Bay fire service from both Fontana and Williams Bay fire stations.

NFPA 1710
“regardless of
population
density: a travel
time of less than
4 minutes and a
time of less than
90 seconds for
turn out from the
station once the
alarm is
received.”



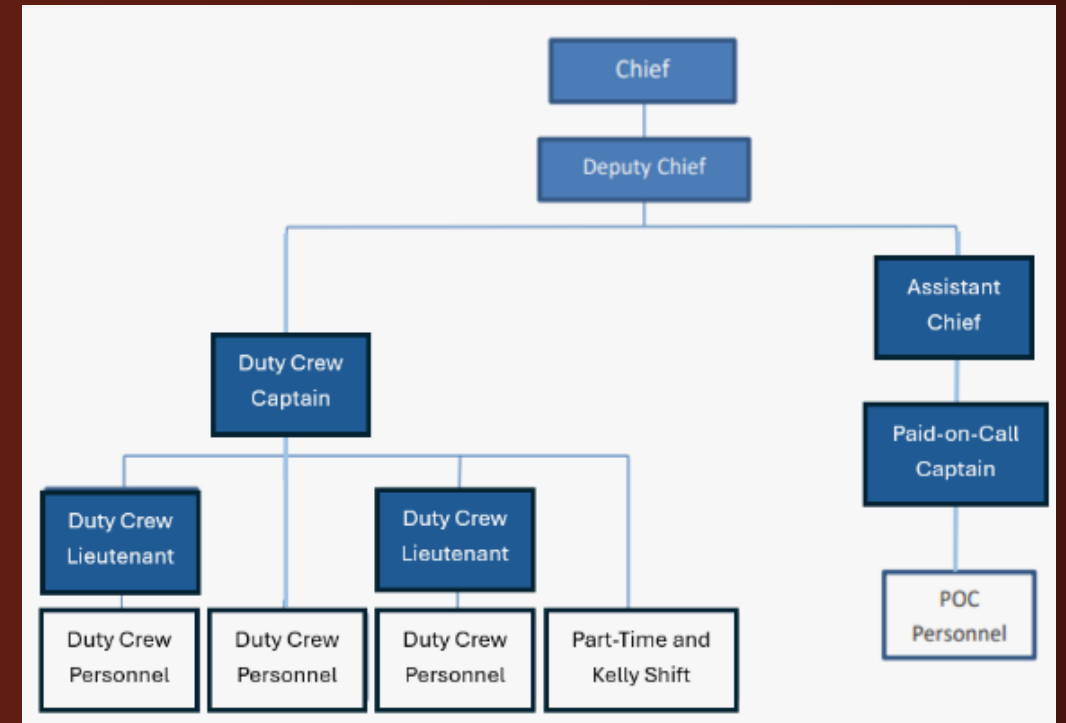
Scope of Services

A. Governance & Oversight

- Village Administration
- Joint Emergency Services Committee
- Fontana Police & Fire Commission

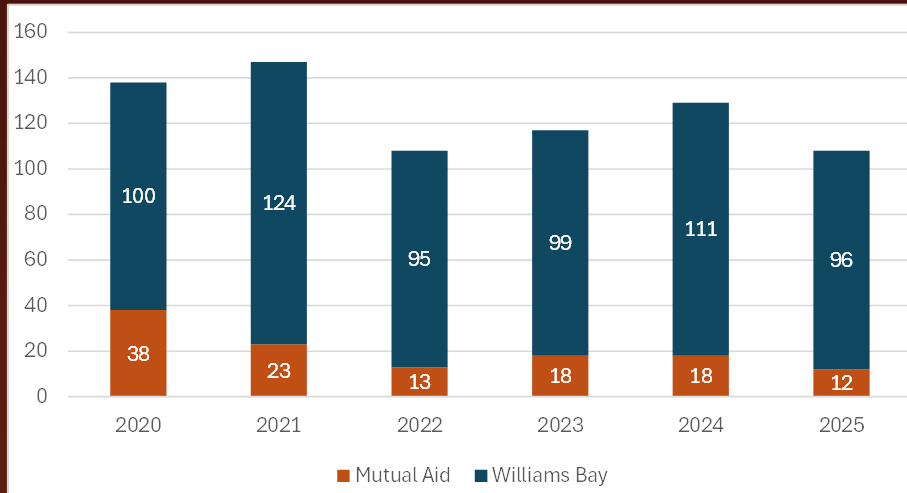
B. Organizational Structure

- Additional POC Assistant Chief Position
- Lateral Williams Bay Officer Transfer



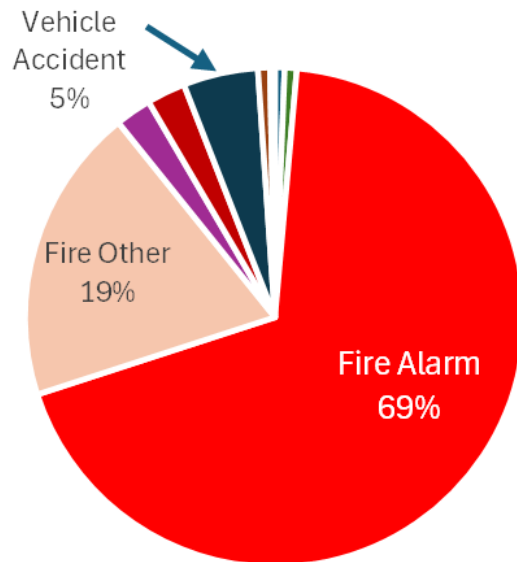
C. Level of Service

- Fire Response Resources
- Mutual / Auto Aid & Box Alarms
- Insurance Service Organization (ISO)



WB Fire Incidents - Dispatch Call Type

- Citizen Assist
- FIRBRUSH
- Fire Alarm
- Fire Other
- Gas Main Break
- Structure Fire
- Vehicle Accident
- Vehicle Fire
- Water Rescue



Williams Bay Fire Service Considerations

- Preserve Development
- Comprehensive Plan
- Kishwauketoe Nature Area
- Public Schools
- Geneva Lakefront





D. Staffing Methods & Future Growth

- 3 Chief positions
- 13 full-time
- Two permanent Part-time
- Six part-time
- 16 Paid-on-call
- **Transitioning Williams Bay Paid-on-call personnel**

FONTANA FD 5-YEAR HISTORICAL STAFFING MODELS				
Year	Scheduled Hours	Average Daily Hours	Staffing Model	Changes from Previous Year
2022	18,457	51	Full Time - Two 24-hour per day Part-time - Chief 20 hours / week	No change from 2021
2023	36,176	99	Full Time - Three / Four 24-hour per day Part-time - Chief 30 hours / week	Three 24-hour positions in January transitioning to four 24-hour positions by mid-2023.
2024	38,393	105	Full Time - Four 24-hour per day Part-time - Daytime 3-4 days per week	Addition of part-time day positions- 7 days/week over summer and 3 days/week off season
2025	42,741	117	Full Time - Four 24-hour per day Part-time - Daytime (7 days per week)	Part Time day position Increased to 7 days/week (year round) with second day position on weekends
2026	14,659	122	Full Time - Four 24-hour per day Part-time -24 hour & days positions	24-hour part-time position added with implementation of permanent part-time positions

Table 3. Combined Fontana and Williams Bay populations

Year	Current permanent population	2040 population projection
Permanent	4,864	5,621
Seasonal	11,389	12,391
Total Peak Population	16,253	18,012

FONTANA FD DAILY STAFFING HOURS							Total Hours
	#1 (24 Hr)	#2 (24 Hr)	#3 (24 Hr)	#4 (24 Hr)	#5 (24 Hr)	#6 (8-10 Hr)	
Daily Scheduled Hours Summary	Full-Time FF/PM	Full-Time FF/PM	Full-Time FF/EMT	Full-Time FF/EMT	Part-Time Day/Night	Part-Time Day	
Monday - Friday	24	24	24	24	24	8 (Chief)	128
Saturday & Sunday	24	24	24	24	24	10	130

F. Fire Apparatus & H. Equipment



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FIRE APPARATUS
2014 Pierce Quint 75' 2000GPM 500gal with Class B Foam & Extrication
2016 Ford 350 Brush Rig 125gal 2800 PSI Skid with Wildland Foam
2007 Rosenbauer Engine 2000 GPM 500gal with Class B Foam Rear Mount & Extrication
2000 Pierce Lance Engine 2000 GPM 1000gal with Class B Foam
2003 US Tanker / Kenworth 2100 Gal Tender
EMS
2018 Horton Dodge Ambulance
2008 Chevrolet Lifeline Ambulance
2023 Chevrolet Demers Ambulance
2004 Ford Reserve Ambulance - Shared with Walworth Fire Department
2023 Chevrolet Tahoe
WATER RESCUE
2005 Lake Assault 28 FT Boat 1500 GPM -FLIR, & Side Scan Sonar
2018 MRA Air Boat 22', Enclosed Cabin, FLIR, Side Scan Sonar, JIB Crane
2020 Remotely Operated Vehicle SRV8 Video & Sonar Equipped with Grabber Arm.
2023 Marine Sonic 1800 khz Tow Fish Sonar
SPECIAL EQUIPMENT
12' Atlantic Special Ops Trailer with soft shell boat, dive gear and assorted rescue equipment.
2026 Can-am 6 X 6 UTV with water tank, pump, and brush fire equipment



G. Facilities

Current Fire Station Concerns

- Health & Safety
- 24-hour accommodations

Future Station Considerations

- PAA Study
- Fontana Public Safety Building
- Williams Bay Fire Station



I. Operations

- **Technical & Disaster Response**
- **Training & Reports**
- **Public Education & CPR**
- **Water Rescue**
- **Policies & Guidelines**
- **Fire Inspections**
- **Firefighter Wellness**

Fontana Fire Department serves Fontana, Williams Bay, and Walworth Township as one unified system, rather than independent entities sharing resources. The goal for emergency service delivery is to deploy all personnel and apparatus based on need and proximity, not jurisdictional boundaries.



Implementation & Cost Proposal – 2026 Example

Cost Allocation Calculation

- Based on 2-year rolling average of Williams Bay and Fontana fire call volume (dispatch CFS data)
- Mutual aid shared - Williams Bay and Fontana
- Walworth Township calculated independently
- Williams Bay retains 2% funding

Remainder split based on call volume		Walworth Twp
84.87%		15.13%
Fontana	Williams Bay	Percentage based on Twp IGA
219 Fire Calls	207 Fire Calls	
3-Way Split Percentages		
Fontana	Williams Bay	Walworth Twp
43.62%	41.25%	15.13%

OPTION 1 – Partnership with Williams Bay Fire Dept.

- No Increases in Fontana Budget
- Fire response from Fontana & Williams Bay FD

Fontana	Williams Bay	Walworth Twp.	Total
\$130,509	\$123,513	\$48,561	\$302,584

OPTION 2 – Responding from Fontana Fire Station

- 20% Increase in operating expenses (40% in fuel)
- 300 Additional POC hours & 2nd Assistant Chief

Fontana	Williams Bay	Walworth Twp.	Total
\$145,580	\$137,765	\$53,789	\$337,133

OPTION 3 – Responding from Fontana & Williams Bay

- Option 2 expenses and 40% increase in maintenance
- Scalable Staffing Models
- Williams Bay provides WB apparatus & Station

Cost Analysis

Year	Option 1	Option 2	Option 3A	Option 3B	Option 3C	Full-Time
2026	\$123,513	\$137,765	\$141,501	\$177,467	\$239,686	\$308,420
2027	\$129,689	\$144,653	\$148,576	\$186,340	\$251,670	\$323,841

WILLIAMS BAY STATION STAFFING OPTIONS

3A – Two cross-staffed 24-hour personnel

3B – Third part-time position – 10 hours / day

3C - Third part-time position – 24 hours / day

Full-time comparison – Additional \$166,629 (total)

Additional Considerations

- Future apparatus purchases
- Williams Bay fire station maintenance
- Williams Bay staffing contributions shared with Fontana and Walworth Township

2026 Williams Bay Budget (Draft)

Fire Department (E)	\$81,366.00
Dive Team (E)	\$6,543.00
EMS (E)	\$65,050.00
EMS Housing	-\$50,000.00
Total Operating Exp.	\$102,959.00
2% Dues Revenue	\$45,000.00
	\$147,959.00



Questions



David Lothspeich

From: Rick Manthy <rmanthy@vi.fontana.wi.gov>
Sent: Friday, May 1, 2026 7:45 AM
To: David Lothspeich
Subject: Fontana RFP Presentation Follow up
Attachments: Williams Bay Responses - Jan 2021 to Dec 31- 2025.pdf; Williams Bay Responses - 2026 Jan 1 to Apr 29.pdf; Fontana RFP Presentation.pdf

Administrator Lothspeich,

Thank you for taking time to meet with Fontana representatives regarding Fontana FD's response to Williams Bay's request for proposal for fire services. Attached is a copy of our presentation.

We would like to follow up on discussions from this week's protection committee meeting.

1. **Williams Bay paid-on-call staff** - Fontana utilizes a Police and Fire Commission for hiring, promotions, and discipline. All Fontana paid-on-call staff are required to complete a background and medical physical prior to hiring. There are no physical agility or other testing requirements; simply a pre-employment medical physical completed by Mercy Occupational Health. Williams Bay could also continue to employ paid-on-call personnel independent of Fontana.
2. **Ambulance Abandonment** – This is a term that I had not previously heard in my years in the fire service; however, based on several recent discussions, there appears to be a concern with a Fontana ambulance crew, staffed with certified firefighters, assisting with firefighting activities. To my knowledge, there were two incidents which Fontana ambulance crews “abandoned” the ambulance.
 1. Oct 10, 2025 - 509 Wiswell St - The Fontana ambulance crew arrived on scene of a Williams Bay structure fire and were advised by command to stage down the street. The crew "abandoned" the ambulance to assist outside crews but remained available for on-scene medical care. Delavan Township responded to a Williams Bay EMS incident due to Fontana units being committed to the Williams Bay fire.
 2. Jan 1, 2026 – 91 Potawatomi Rd – While responding to a Williams Bay structure fire, the ambulance crew noted an active basement fire with one occupant unaccounted for in the unit above the fire. Upon arrival, the ambulance crew reported to a Williams Bay Fire Captain and were told the unit was not yet searched. With no other fire crews available, the decision was made to have the Fontana ambulance crew “abandon” the ambulance to perform a high priority search. I fully support the ambulance crew's decision to perform an immediate search rather than wait outside for another crew to arrive.

Ambulance crews on a fire scene provide immediate life saving actions, medical assistance to victims, and protect the firefighters working at the scene. I strongly disagree with the practice of assigning an ambulance (dedicated to protecting firefighters) to respond to another incident. The issue of on scene EMS can easily be addressed in Williams Bay by adding an additional mutual aid ambulance to structure fires (typically 2-3 fires per year) as we do in Fontana.

I hope this provides the information needed to move past “ambulance abandonment” discussions and concentrate on the future fire service delivery needs of Williams Bay.

3. **Mutual Aid utilization for Williams Bay EMS**- Fontana has been regularly responding to Williams Bay for EMS emergencies since prior to 2021. From January 2021 through April 29, 2026, Fontana responded to a

total of 1,602 incidents to the Village of Williams Bay; three of which required mutual aid EMS responses from Delavan Township (including the fire noted in the ambulance abandonment section). This equates to **99.8% availability** to respond to Williams Bay EMS incidents, and we feel meets delivery expectations set forth in the EMS IGA. The attached response summary shows all incidents that Fontana responded to Williams Bay since 2021 with mutual aid EMS incidents highlighted.

4. **Fontana mutual aid fire to Williams Bay-** Fontana FD received a formal request from Williams Bay to assist with fire service delivery on Friday, February 6th at 2:10 pm (effective immediately). Meetings were held that afternoon with Village staff and Fontana Chiefs followed by an emergent request from Walworth County Dispatch. Service was established and dispatch responses implemented prior to the end of that business day. Fontana Fire obtained approval from Fontana and Walworth Township Boards to continue fire service through the end of 2026 with no additional cost to Williams Bay. Williams Bay was asked if they wanted Chief officers to respond with the fire apparatus, and we were told that he only wanted fire apparatus. Fontana can provide additional staffing to Williams Bay fire incidents if Officers are included in the response.

Please let us know if this addresses your questions and if any further information is needed.

Richard Manthy Jr
Fire Chief
Fontana Fire Department
Station – 262-275-2131
Cell – 847-302-5944

**INTERGOVERNMENTAL AGREEMENT
VILLAGE OF FONTANA
AND
VILLAGE OF WILLIAMS BAY**

This Agreement entered into on March 10, 2025 between the Village of Fontana-on-Geneva Lake, Walworth County, Wisconsin, a Wisconsin municipal corporation (Fontana), and the Village of Williams Bay, Walworth County, Wisconsin, a Wisconsin municipal corporation (Williams Bay), also collectively referred to as "the Parties," both of which are created and existing under Chapter 61 of the Wisconsin Statutes.

RECITALS

A. WHEREAS, Fontana and Williams Bay did previously enter into an Intergovernmental Agreement for ambulance and Emergency Medical Services dated May 1, 2022 and later amended on July 26, 2023; and

B. WHEREAS, Fontana and Williams Bay wish to enter into a new, successor Intergovernmental Agreement pursuant to which Fontana will provide ambulance and Emergency Medical Services for Williams Bay.

NOW, THEREFORE, in consideration of the above Recitals which are incorporated as a part of this Agreement and the mutual covenants contained herein, the Parties agree as follows:

1. PURPOSE. The purpose of this Agreement is to provide adequate ambulance and emergency medical services for all persons within Williams Bay by means of the Fontana EMS. It is the belief of the Parties that ambulance and emergency medical services within Williams Bay can best be provided through this Agreement on a fair and cost-efficient basis; and that this Agreement will serve the interests of Fontana by the provision of additional resources to the Fontana EMS by Williams Bay as described herein.

Furthermore, the Parties enter into this Agreement for the purpose of establishing a cost effective, coordinated, uniform delivery system for the provision of emergency medical services to individuals within the Village of Fontana and the Village of Williams Bay and for the purpose of determining the roles and responsibilities of each of the Parties and for determining the sharing of costs and/or fiscal responsibility for the provision of those services described in this Agreement.

2. AUTHORIZATION. This Agreement is entered into pursuant to the authorization granted under Sections 61.34 and 66.0301, Wis. Stats.

3. DEFINITIONS

For purposes of this Agreement, the following terms shall have the meanings set forth herein:

- a. "Emergency medical technician or EMT" shall have the meaning set forth in sec. 256.01(6) of the Wisconsin Statutes.
- b. "Advanced emergency medical technician or AEMT" shall have the meaning set forth in sec. 256.01(1k) of the Wisconsin Statutes.
- c. "EMS" shall mean Emergency Medical Services as defined by DHS 110.04(22) Wisconsin Administrative Code.
- d. "Full-time equivalent or FTE" shall represent a unit of measurement standardized to equal the number of hours worked by the typical full-time employee which is 49.8 hours per week.
- e. "Paramedic" shall have the meaning set forth in section 256.01(14) of the Wisconsin Statutes.

4. SERVICES PROVIDED. Fontana agrees to provide ambulance and emergency medical services at an EMT or greater level upon call to any and all persons in need of its services within the corporate boundaries of Williams Bay. The ambulance and EMS will be available 24 hours a day, seven days a week, unless said ambulance and EMS resources are already utilized or unavailable.

Fontana shall, in good faith, pursue and maintain an "automatic aid" agreement with one or more municipalities as necessary so as to provide additional coverage to all portions of Williams Bay. Fontana agrees to share copies of any automatic aid agreements and mutual aid agreements affecting Williams Bay on an annual basis or as may be requested.

5. EQUIPMENT AND PERSONNEL. In providing ambulance and emergency medical services, the ambulance will be properly approved and licensed by the necessary authorities. Fontana agrees to maintain its ambulance and equipment in good working order as required by state law. Fontana also agrees to obtain all necessary licenses for operation of the ambulance services. All EMT's and paramedics serving as ambulance attendants will be licensed by the State of Wisconsin.

6. INSURANCE AND INDEMNITY. Each Party shall maintain general liability insurance with a limit of not less than five million dollars per occurrence, with coverage extending to both general liability and errors and omissions coverage, for services performed pursuant to this Agreement. Each Party shall be responsible for its own cost and expense for said insurance. Each Party shall name and endorse the other Party and its representatives, agents and employees as an additional insured in such insurance policy. Each Party shall maintain and extend insurance to all equipment owned by each Party to the extent utilized in providing services pursuant to this Agreement. Proof of said insurance shall be provided on the effective date of the Agreement and annually thereafter.

To the extent of each Party's proportionate share of negligence, each Party to this Agreement shall indemnify and hold harmless the other and its respective officers, agents and employees, from and against all claims, suits, damages, losses, costs, expenses, judgments, and liabilities, including but not limited to reasonable attorney's fees, costs and expenses, arising out of or in connection with the Party's performance of or failure to perform this Agreement, provided that any such claim, suit, damage, loss, costs, expenses, judgments, or liabilities are attributable to bodily injury, sickness, disease or death, or to injury or destruction of tangible personal property, including the loss of use

resulting therefrom, that is caused in whole or in part by any act or omission of the Party, anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable. Except as expressly stated to the contrary herein, neither Party has any obligation to pay for any Party's legal defense costs prior to a final determination of each Party's liability or to pay any amount that exceeds the Party's finally determined percentage of liability based upon the comparative fault of the Parties and their employees, subcontractors, or anyone whose acts for which they may be legally liable.

Notwithstanding anything contained here into the contrary, neither Party to this Agreement waives the statutory limit on damages for which municipalities are liable or any defense of statutory immunity as provided by law.

7. BILLING. Fontana shall be responsible for billing and collecting all patient fees and charges at rates determined by Fontana. All fees and charges collected shall be retained by Fontana. On or before November 1 of each year, Fontana shall provide Williams Bay with a list of all charges for public service for the upcoming year. As to EMS services provided to the residents of Williams Bay, Fontana will not pursue collection of amounts for EMS charges that exceed the amount of health insurance available for said service to residents of Williams Bay. Fontana will not balance bill (insurance only billing) Williams Bay residents pursuant to the Office of Inspector General Advisory Opinion No. 06-07.

8. COMPENSATION. During the term of this Agreement, Williams Bay shall compensate Fontana for those costs set forth in Addendum "A" and Section 8.a herein (the "Costs"), as follows:

- a. The intent of Fontana is to employ a total of 14 FTE EMS personnel at all times. Fontana shall bill Williams Bay for half the cost of hiring and employing up to 14 EMT's, AEMT's or Paramedics; further, Williams Bay shall pay Fontana for half the cost of the Fontana Fire Chief, half the cost of the Fontana Deputy Fire Chief and half the cost of part-time EMS personnel beyond the initial fourteen FTE EMS

personnel; all said costs per this Section 8.a. are set forth more specifically in Addendum "A", attached hereto and incorporated herein by reference.

- b. Williams Bay shall lease one ambulance to Fontana which shall be provided with such equipment and accessories as determined necessary by the Chief of the Fire Department of Fontana. The lease shall be as set forth in Addendum "B" and Fontana shall remain the primary service provider. Williams Bay shall also be responsible for any costs associated with necessary repair or maintenance of the ambulance (not to include the cost of fuel). The ambulance will be located at a site to be determined by the Chief of the Fire Department of Fontana. If sufficient FTE EMS persons are on duty to staff two ambulances during daytime times, the Chief of the Fire Department of Fontana (or his/her designee) shall use his or her best efforts to ensure that one ambulance is located in Williams Bay unless operational needs require its presence elsewhere.
- c. All billings for Costs by Fontana for the items described in this paragraph 8 shall be submitted and invoiced not more often than monthly, in writing, to the Williams Bay Treasurer. Williams Bay shall pay such invoices within thirty (30) days of receipt of same.
- d. In the event of the non-payment or incomplete payment of compensation, as defined herein, owed by Williams Bay to Fontana within the time period called for by this Agreement, then Fontana may then provide written notice of delinquency to Williams Bay. Said written notice shall include a demand for payment in full within seven days. If the past due payment is not received in full by Fontana within seven days of said notice, then at any time thereafter Fontana may terminate this Agreement by written notice thereof to Williams Bay.

- e. If a dispute arises between the Parties as it relates to this Agreement, or the alleged breach thereof, and if the dispute cannot be settled through direct negotiation, the Parties agree to first try in good faith to settle the dispute by mediation administered by a jointly selected mediator. The Parties shall each pay half the costs billed by the mediator for mediation services.

Any controversy or claim arising out of or relating to this Agreement, or the alleged breach thereof, not resolved through mediation shall be settled by arbitration administered by a jointly selected arbitrator. The judgment on award rendered by the arbitrator shall be binding on the Parties and may be entered in any court having jurisdiction thereof. The prevailing Party in such an arbitration shall be awarded its costs and reasonable attorney's fees, including those fees incurred during mediation. The Parties shall each pay half the costs billed by the arbitrator for arbitration services.

- f. Payments from Williams Bay to Fontana shall continue in a timely manner "under protest" during the period of any dispute arising out this Agreement or services provided by this Agreement, subject to the final outcome of mediation or arbitration.

- g. Fontana shall share, on an equal basis, funds received from other contracting municipalities for EMS services, other than funds received for Administrative Fees, for Fire Services or expenses not listed in this Agreement in Addendum "A".

9. TERM. This Agreement will commence on January 1, 2025 and remain in effect for ten years until December 31, 2034, 2035.

If Fontana Terminates this Agreement prior to the end date provided in Section 9, then Fontana shall continue to perform the services set forth in this Agreement for up to another six months, and on

the same terms, for as to allow Williams Bay to obtain alternate EMS coverage. In addition, Fontana shall reimburse Williams Bay for its actual cost of obtaining new EMS coverage, including, but not limited to reasonable Attorney, Consultant and start up fees. Said reimbursement shall be capped at \$50,000.00.

If Williams Bay terminates this Agreement prior to the end of the term provided in Section 9, then Williams Bay shall pay Fontana for the "Costs" of any employees hired pursuant to Section 8. a. in excess of 9, up to a limit of 13, until the end of the Term or until the number of said employees is reduced to 9 or less through attrition, whichever occurs first.

Termination will be accomplished by the terminating Party providing written notice to the Clerk of the other Party. Such termination will become effective at the end of the calendar year in which the written notice is delivered, provided that if the written notice is not delivered to the Clerk of the other Party by June 30th of the calendar year at the end of which termination is directed, then the termination will not occur until the end of the following year.

10. **CONSULTATION AND REPORTS.** The Village Board of Fontana and the Village Board of Williams Bay agree to meet jointly not less than two times per year, with the first meeting prior to April 1st and the second meeting prior to September 1st of each year that this Agreement remains in place. The purpose of such meetings is to discuss the financial aspects of this Agreement prior to the establishment of the respective budgets of each Party.

a. Fontana shall provide Williams Bay with monthly reports containing details concerning EMS services provided to Williams Bay in the preceding month. Such reports shall be provided within twenty (20) days of the end of each month and will be submitted to the Williams Bay Clerk.

b. **Joint Emergency Services Committee.** There shall be established a Joint Emergency Services Committee ("Committee"). The purpose of the Committee is to provide review and comment regarding past, current and future fire and EMS budgets

and expenditures. All Committee members shall be entitled to vote. The Committee shall be comprised of the following members:

- (1) Two representatives appointed by Fontana;
- (2) Two representatives appointed by Williams Bay;
- (3) One representative appointed by any municipality contracting for EMS services from Fontana;
- (4) Fontana Fire Department Fire Chief or his or her designee.

The duties and membership of the Committee as set forth in this Agreement may be reviewed and amended by mutual agreement of the Parties.

The Committee shall meet not less than once annually and prior to October 15 each year. Additional Committee meetings may be held as needed. Committee meetings may be called at the request of any member municipality.

11. WILLIAMS BAY FIRE DEPARTMENT EMS PERSONNEL. Fontana agrees that Williams Bay Fire Department EMS personnel may have use of the ambulance and related equipment and accessories provided by Williams Bay to Fontana pursuant to paragraph 8.b. of this Agreement to provide EMS services during special activities occurring in Williams Bay such as athletic events, parades, events occurring in Village parks and other similar events. In that circumstance such EMS personnel shall be under the direction and supervision of the Fire Chief of the Williams Bay Fire Department. Should the Chief of the Fire Department of Fontana call upon Williams Bay Fire Department EMS personnel to assist Fontana EMS in Williams Bay, the Williams Bay EMS personnel shall provide such assistance under the direction and supervision of the Fire Chief of the Fire Department of Fontana. However, the Williams Bay personnel shall not be considered employees of Fontana and Williams Bay shall be responsible for all actions of said Williams Bay personnel as well as all benefits which may accrue to such Williams Bay personnel from providing such assistance.

12. MISCELLANEOUS.

- a. Non-assignability. This is a personal services agreement between Fontana and Williams Bay. Neither Party may assign any of the obligations or rights contained in this Agreement to any other party without the consent of the other Party to this Agreement.
- b. Amendment. This Agreement may be amended by the Parties only in a written document signed by the Parties.
- c. Interpretation. This Agreement must be interpreted and construed reasonably and neither for or against either of the Parties, regardless of the degree to which either of the Parties participated in its drafting. The Parties intend that the authority granted to them by Wis. Stats. sec. 66.0301 be interpreted liberally in favor of cooperative action.
- d. Public Record Law. The Parties to this Agreement agree to at all times cooperate with regard to Public Record Law requests as may be filed pursuant to Chapter 19 of the Wisconsin Statutes, including responding to each other with regard to individual record requests in a timely manner and without additional costs.
- e. HIPAA Compliance. The Parties to this Agreement shall carry out their obligations under this Agreement in compliance with the Privacy regulations set forth in Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996, as amended, in order to protect the privacy of personally identifiable protected information that is collected, processed or learned as a result of services provided pursuant to this Agreement.
- f. Notice. Any notice required to be given to either Party pursuant to this Agreement shall be provided as follows:

If notice is given to the Village of Fontana-on-Geneva Lake:

Attention Village Clerk, 175 Valley View Drive PO Box 200, Fontana, WI 53125

If notice is given to the Village of Williams Bay:

Attention Village Clerk, P.O. Box 580, Williams Bay, WI 53191

Notice shall be given either in person or by regular mail. If notice is given by regular mail, it shall be deemed received three calendar days from mailing.

- g. **Articles and Headings.** The Article and Headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement
- h. **Severability.** If any provision of this Agreement shall be held or made invalid by court, decision, statute or rule, or shall otherwise be rendered invalid, the remainder of this Agreement shall not be affected thereby.
- i. **Entire Agreement.** This Agreement and the Addenda attached hereto shall constitute the entire contract between the Parties to this Agreement, and no representation, inducement, promise, agreement, oral or otherwise, as it pertains to the obligations set forth in this Agreement shall be enforceable.
- j. **Authorization.** The Parties to this Agreement, as a material inducement to enter into this Agreement, do hereby represent that all approvals required by Wisconsin Law have been fulfilled and that this Agreement has been legally approved by each Party municipality.

ADDENDUM A

The "costs" to be billed by Fontana to Williams Bay shall be comprised of the following:

- 1) Those costs described in Section 8, herein.
- 2) The costs for hiring those persons described in Section 8 shall include:
 - a. Gross Salary
 - b. Employer paid taxes
 - c. Employer paid insurance including worker's compensation insurance
 - d. The Employer cost of all employee benefits, including but not limited to, health, dental and vision insurance, life insurance and pension
 - e. The cost of uniforms and that equipment provided by employer to employee
 - f. The cost of required employee training
 - g. The cost of required employee certification or recertification
 - h. The cost of disciplinary employees and post-employment costs or claims not based on employer misconduct
 - i. Software required to maintain EMS employees and services, including but not limited to; scheduling, patient care reporting, controlled substance medication tracking, Training, National Fire Incident Reporting System (NFIRS) reporting
 - j. Technology required to maintain EMS employees and services, including but not limited to; email licensing, Microsoft utilities, electronic Fire Station access
 - k. Overnight accommodations including but not limited to; resources & furnishing for bunk room,

day room, and kitchen/dining areas of the Fontana Municipal Building

- 3) Capital Purchases – Purchases of items needed to equip the Williams Bay ambulance.
- 4) Administration and Training – Williams Bay and Fontana shall make a good faith effort to support costs associated with EMS administrative and training facilities.
- 5) Administrative Fees – Annual administrative fees shall be billed independent of the operational and capital budget. Administrative fees will be shared equally among all municipalities contracting to be served by the Fontana Fire Department, including the Village of Fontana.

Total billed administrative fees shall be based on twenty percent of the most recent annual budgeted salaries and benefits for the Village of Fontana Administrator and fifteen percent of the most recent annual budgeted salaries and benefits Treasurer. (i.e. if split between three municipalities, each would contribute six and 2/3 percent for the Village Administrator expense and 5 percent of the Village Treasurer expense)

- 6) Reconciliation. At the end of each calendar year Fontana shall compare actual operating expenses to the annual budget and compare to the Williams Bay "costs" as paid by Williams Bay to Fontana per this Agreement for said calendar year. Fontana shall either reimburse the Village of Williams Bay for excess "costs" in the event actual expenses are less than annual budgeted expenses or bill the Village of Williams Bay for the deficiency in the event that actual expenses exceed the annual budget expenses.
- 7) The Parties agree to work together in good faith in order to reach agreement in the event that Williams Bay chooses to add fire protection services from Fontana.

ADDENDUM B

LEASE FOR AMBULANCE USE

This Lease Agreement (hereinafter "Agreement") is entered on July 26, 2023 by and between the Village of Fontana-on-Geneva Lake, Walworth County, Wisconsin, a Wisconsin municipal corporation (Fontana) and the Village of Williams Bay, Walworth County, Wisconsin, a municipal corporation (Williams Bay), together collectively referred to as "the Parties"

Recitals

- A. The Parties are lawfully organized and existing in municipalities under the Constitution and laws of the State of Wisconsin.
- B. Wisconsin Law provides that units of local government may contract among themselves to obtain or share services.

NOW, THEREFORE, in consideration of \$10 (ten dollars), the mutual agreement contained herein, and in consideration of the mutual obligation set forth in the current Intergovernmental Agreement between the Parties, and upon the further consideration of the recitals herein set forth, the Parties agree as follows below:

- 1. Ambulance Lease.** Williams Bay agrees to lease to Fontana an ambulance referred to as Village of Williams Bay 2022 Chevrolet Ambulance, and equipment related to the Ambulance (the "Ambulance"). Fontana shall re-stock the Ambulance with medical or other supplies used by Fontana for patient care. Fontana shall pay \$10 (ten dollars) as a first-year lease payment at the execution of this Agreement and said \$10 (ten dollar) lease shall be paid annually at renewal thereafter for its term.
- 2. Term and Termination.** The term of this Agreement shall begin on July 26, 2023 and

shall be consistent with the term outlined in the Intergovernmental Agreement Village of Fontana-on-Geneva Lake and Village of Williams Bay, originally effective May 1, 2022, as amended from time to time.

3. **Damage to Ambulance.** Fontana shall be responsible for any damage or destruction to the Ambulance when in use by Fontana.
4. **Insurance.** Fontana represents to Williams Bay that Fontana carries liability insurance in sufficient amounts to cover Fontana's use of the Ambulance as provided for by this Agreement.
5. **Hold Harmless.** To the extent permitted by law, Fontana shall save and hold harmless Williams Bay from and against all liabilities, claims, and demands of whatsoever kind of nature arising out of or connected with Fontana's use of the Ambulance and will defend at its own expense any actions against Williams Bay based thereon and shall pay all reasonable charges of attorneys and all reasonable costs and other expenses arising out of Fontana's own negligence or intentional misconduct.
6. **Notices.** All notices provided for in this Agreement to be given by either party to the other shall be delivered or mailed to the respective Village Hall, as the case may be. Unless otherwise provided, a notice shall be deemed to be received by a party (A) on the date of personal service; (B) five (5) calendar days after being sent by registered or certified mail, return receipt requested, postage prepaid, or (C) on the next business day if sent by overnight delivery service (such as Federal Express) with all fees prepared. Notice may be sent to a provided e-mail

address, however, notice sent via e-mail shall be followed by notice delivered by a method described in subsections (A)-(C), unless such additional notice is waived in writing by the party receiving the notice via e-mail. If notice is affected by e-mail, notice shall be deemed received on the date the receiving party provides written notification to the other party that a delivery

of notice by supplemental means is not required. Either party may change the designated contact by providing notice to the other party of the new information in accordance with this paragraph.

7. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. Delivery of an executed counterpart of a signature page to this Agreement by facsimile or email shall be as effective as delivery of a manually signed counterpart to this Agreement.
8. **Waiver.** No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the party giving such waiver. No such waiver shall be deemed a waiver of any subsequent breach or default of the same or similar nature.
9. **Severability.** If any part of this Agreement shall be held invalid for any reason, the remainder of this Agreement shall remain valid to the maximum extent permitted by law.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and first written above.

DATED: 4-8-2025, 2023:

VILLAGE OF WILLIAMS BAY

By: Will Dun

Attest: Jena Kooles

DATED: 3/17, ²⁰²⁵2023.

VILLAGE OF FONTANA-ON-GENEVA LAKE

By: Paul King

Attest: Genea Poome

Fire Services Proposals -- April 2026

Town of Delavan

	1	2	3
Existing Fire/Rescue/ Dive Expenses	\$154,608	\$154,608	\$154,608
EMS Expense (budgeted)			\$1,047,644
Delavan Charge	\$325,810	\$319,805	\$194,123
Subtotal	\$480,418	\$474,413	\$1,396,375
Rescue/Dive Remains			
2% Dues Retained by WB	\$45,000	\$45,000	\$45,000
Total	\$435,418	\$429,413	\$1,351,375
Add to Budget	\$325,810	\$319,805	\$194,123

Option 1: Fire and EMS Services provided by Delavan using Delavan ambulance

Option 2: Fire and EMS Services provided by Delavan using WB Ambulance

Option 3: Fire Services Only. Continue to use Fontana for EMS

Assumptions:

That WB Fire, Rescue and Dive Departments continue to exist

In Options 1 and 2 would have to negotiate our way out of existing EMS agreement with Fontana

Fire Services Proposals -- April 2026

Village of Fontana

	Options				
	1	2	3a	3b	3c
Existing Fire/Rescue/Dive Expenses	\$154,608	\$0	\$0	\$0	\$0
EMS Expense (budgeted)	\$1,047,644	\$1,047,644	\$1,047,644	\$1,047,844	\$107,644
Fontata Fire Charge	\$123,513	\$135,775	\$141,501	\$177,467	\$239,686
Subtotal	\$1,325,765	\$1,183,419	\$1,189,145	\$1,225,311	\$347,330
Delete Rescue/Dive	\$73,182	\$0	\$0	\$0	\$0
2% Dues (revenue retained by WB)	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Total	\$1,207,583	\$1,138,419	\$1,144,145	\$1,180,311	\$302,330
Add to budget	\$50,331	-\$18,833	-\$13,107	\$22,859	\$85,078

Option 1: Fontana supplements WB as current

Option 2: Fontana provides WB Fire services from Fontana Stations

Option 3a: Fontana provides WB fire services from WB Station

Option 3b: Fontana provides WB fire services from WB station, increased staffing

Option 3c: Fontana provides WB fire services from WB station, increased staffing

Assumptions

WB fire, rescue and dive expenses are eliminated

**INTERGOVERNMENTAL AGREEMENT
VILLAGE OF FONTANA
AND
VILLAGE OF WILLIAMS BAY**

This Agreement entered into on March 10, 2025 between the Village of Fontana-on-Geneva Lake, Walworth County, Wisconsin, a Wisconsin municipal corporation (Fontana), and the Village of Williams Bay, Walworth County, Wisconsin, a Wisconsin municipal corporation (Williams Bay), also collectively referred to as "the Parties," both of which are created and existing under Chapter 61 of the Wisconsin Statutes.

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A. WHEREAS, Fontana and Williams Bay did previously enter into an Intergovernmental Agreement for ambulance and Emergency Medical Services dated May 1, 2022 and later amended on July 26, 2023; and

B. WHEREAS, Fontana and Williams Bay wish to enter into a new, successor Intergovernmental Agreement pursuant to which Fontana will provide ambulance and Emergency Medical Services for Williams Bay.

NOW, THEREFORE, in consideration of the above Recitals which are incorporated as a part of this Agreement and the mutual covenants contained herein, the Parties agree as follows:

1. PURPOSE. The purpose of this Agreement is to provide adequate ambulance and emergency medical services for all persons within Williams Bay by means of the Fontana EMS. It is the belief of the Parties that ambulance and emergency medical services within Williams Bay can best be provided through this Agreement on a fair and cost-efficient basis; and that this Agreement will serve the interests of Fontana by the provision of additional resources to the Fontana EMS by Williams Bay as described herein.

Furthermore, the Parties enter into this Agreement for the purpose of establishing a cost effective, coordinated, uniform delivery system for the provision of emergency medical services to individuals within the Village of Fontana and the Village of Williams Bay and for the purpose of determining the roles and responsibilities of each of the Parties and for determining the sharing of costs and/or fiscal responsibility for the provision of those services described in this Agreement.

2. AUTHORIZATION. This Agreement is entered into pursuant to the authorization granted under Sections 61.34 and 66.0301, Wis. Stats.

3. DEFINITIONS

For purposes of this Agreement, the following terms shall have the meanings set forth herein:

- a. "Emergency medical technician or EMT" shall have the meaning set forth in sec. 256.01(6) of the Wisconsin Statutes.
- b. "Advanced emergency medical technician or AEMT" shall have the meaning set forth in sec. 256.01(1k) of the Wisconsin Statutes.
- c. "EMS" shall mean Emergency Medical Services as defined by DHS 110.04(22) Wisconsin Administrative Code.
- d. "Full-time equivalent or FTE" shall represent a unit of measurement standardized to equal the number of hours worked by the typical full-time employee which is 49.8 hours per week.
- e. "Paramedic" shall have the meaning set forth in section 256.01(14) of the Wisconsin Statutes.

4. SERVICES PROVIDED. Fontana agrees to provide ambulance and emergency medical services at an EMT or greater level upon call to any and all persons in need of its services within the corporate boundaries of Williams Bay. The ambulance and EMS will be available 24 hours a day, seven days a week, unless said ambulance and EMS resources are already utilized or unavailable.

Fontana shall, in good faith, pursue and maintain an "automatic aid" agreement with one or more municipalities as necessary so as to provide additional coverage to all portions of Williams Bay. Fontana agrees to share copies of any automatic aid agreements and mutual aid agreements affecting Williams Bay on an annual basis or as may be requested.

5. **EQUIPMENT AND PERSONNEL.** In providing ambulance and emergency medical services, the ambulance will be properly approved and licensed by the necessary authorities. Fontana agrees to maintain its ambulance and equipment in good working order as required by state law. Fontana also agrees to obtain all necessary licenses for operation of the ambulance services. All EMT's and paramedics serving as ambulance attendants will be licensed by the State of Wisconsin.

6. **INSURANCE AND INDEMNITY.** Each Party shall maintain general liability insurance with a limit of not less than five million dollars per occurrence, with coverage extending to both general liability and errors and omissions coverage, for services performed pursuant to this Agreement. Each Party shall be responsible for its own cost and expense for said insurance. Each Party shall name and endorse the other Party and its representatives, agents and employees as an additional insured in such insurance policy. Each Party shall maintain and extend insurance to all equipment owned by each Party to the extent utilized in providing services pursuant to this Agreement. Proof of said insurance shall be provided on the effective date of the Agreement and annually thereafter.

To the extent of each Party's proportionate share of negligence, each Party to this Agreement shall indemnify and hold harmless the other and its respective officers, agents and employees, from and against all claims, suits, damages, losses, costs, expenses, judgments, and liabilities, including but not limited to reasonable attorney's fees, costs and expenses, arising out of or in connection with the Party's performance of or failure to perform this Agreement, provided that any such claim, suit, damage, loss, costs, expenses, judgments, or liabilities are attributable to bodily injury, sickness, disease or death, or to injury or destruction of tangible personal property, including the loss of use

resulting therefrom, that is caused in whole or in part by any act or omission of the Party, anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable. Except as expressly stated to the contrary herein, neither Party has any obligation to pay for any Party's legal defense costs prior to a final determination of each Party's liability or to pay any amount that exceeds the Party's finally determined percentage of liability based upon the comparative fault of the Parties and their employees, subcontractors, or anyone whose acts for which they may be legally liable.

Notwithstanding anything contained here into the contrary, neither Party to this Agreement waives the statutory limit on damages for which municipalities are liable or any defense of statutory immunity as provided by law.

7. BILLING. Fontana shall be responsible for billing and collecting all patient fees and charges at rates determined by Fontana. All fees and charges collected shall be retained by Fontana. On or before November 1 of each year, Fontana shall provide Williams Bay with a list of all charges for public service for the upcoming year. As to EMS services provided to the residents of Williams Bay, Fontana will not pursue collection of amounts for EMS charges that exceed the amount of health insurance available for said service to residents of Williams Bay. Fontana will not balance bill (insurance only billing) Williams Bay residents pursuant to the Office of Inspector General Advisory Opinion No. 06-07.

8. COMPENSATION. During the term of this Agreement, Williams Bay shall compensate Fontana for those costs set forth in Addendum "A" and Section 8.a herein (the "Costs"), as follows:

- a. The intent of Fontana is to employ a total of 14 FTE EMS personnel at all times. Fontana shall bill Williams Bay for half the cost of hiring and employing up to 14 EMT's, AEMT's or Paramedics; further, Williams Bay shall pay Fontana for half the cost of the Fontana Fire Chief, half the cost of the Fontana Deputy Fire Chief and half the cost of part-time EMS personnel beyond the initial fourteen FTE EMS

personnel; all said costs per this Section 8.a. are set forth more specifically in Addendum "A", attached hereto and incorporated herein by reference.

- b. Williams Bay shall lease one ambulance to Fontana which shall be provided with such equipment and accessories as determined necessary by the Chief of the Fire Department of Fontana. The lease shall be as set forth in Addendum "B" and Fontana shall remain the primary service provider. Williams Bay shall also be responsible for any costs associated with necessary repair or maintenance of the ambulance (not to include the cost of fuel). The ambulance will be located at a site to be determined by the Chief of the Fire Department of Fontana. If sufficient FTE EMS persons are on duty to staff two ambulances during daytime times, the Chief of the Fire Department of Fontana (or his/her designee) shall use his or her best efforts to ensure that one ambulance is located in Williams Bay unless operational needs require its presence elsewhere.
- c. All billings for Costs by Fontana for the items described in this paragraph 8 shall be submitted and invoiced not more often than monthly, in writing, to the Williams Bay Treasurer. Williams Bay shall pay such invoices within thirty (30) days of receipt of same.
- d. In the event of the non-payment or incomplete payment of compensation, as defined herein, owed by Williams Bay to Fontana within the time period called for by this Agreement, then Fontana may then provide written notice of delinquency to Williams Bay. Said written notice shall include a demand for payment in full within seven days. If the past due payment is not received in full by Fontana within seven days of said notice, then at any time thereafter Fontana may terminate this Agreement by written notice thereof to Williams Bay.

- e. If a dispute arises between the Parties as it relates to this Agreement, or the alleged breach thereof, and if the dispute cannot be settled through direct negotiation, the Parties agree to first try in good faith to settle the dispute by mediation administered by a jointly selected mediator. The Parties shall each pay half the costs billed by the mediator for mediation services.

Any controversy or claim arising out of or relating to this Agreement, or the alleged breach thereof, not resolved through mediation shall be settled by arbitration administered by a jointly selected arbitrator. The judgment on award rendered by the arbitrator shall be binding on the Parties and may be entered in any court having jurisdiction thereof. The prevailing Party in such an arbitration shall be awarded its costs and reasonable attorney's fees, including those fees incurred during mediation. The Parties shall each pay half the costs billed by the arbitrator for arbitration services.

- f. Payments from Williams Bay to Fontana shall continue in a timely manner "under protest" during the period of any dispute arising out this Agreement or services provided by this Agreement, subject to the final outcome of mediation or arbitration.

- g. Fontana shall share, on an equal basis, funds received from other contracting municipalities for EMS services, other than funds received for Administrative Fees, for Fire Services or expenses not listed in this Agreement in Addendum "A".

9. TERM. This Agreement will commence on January 1, 2025 and remain in effect for ten years until December 31, 2034, 2035.

If Fontana Terminates this Agreement prior to the end date provided in Section 9, then Fontana shall continue to perform the services set forth in this Agreement for up to another six months, and on

the same terms, for as to allow Williams Bay to obtain alternate EMS coverage. In addition, Fontana shall reimburse Williams Bay for its actual cost of obtaining new EMS coverage, including, but not limited to reasonable Attorney, Consultant and start up fees. Said reimbursement shall be capped at \$50,000.00.

If Williams Bay terminates this Agreement prior to the end of the term provided in Section 9, then Williams Bay shall pay Fontana for the "Costs" of any employees hired pursuant to Section 8. a. in excess of 9, up to a limit of 13, until the end of the Term or until the number of said employees is reduced to 9 or less through attrition, whichever occurs first.

Termination will be accomplished by the terminating Party providing written notice to the Clerk of the other Party. Such termination will become effective at the end of the calendar year in which the written notice is delivered, provided that if the written notice is not delivered to the Clerk of the other Party by June 30th of the calendar year at the end of which termination is directed, then the termination will not occur until the end of the following year.

10. **CONSULTATION AND REPORTS.** The Village Board of Fontana and the Village Board of Williams Bay agree to meet jointly not less than two times per year, with the first meeting prior to April 1st and the second meeting prior to September 1st of each year that this Agreement remains in place. The purpose of such meetings is to discuss the financial aspects of this Agreement prior to the establishment of the respective budgets of each Party.

a. Fontana shall provide Williams Bay with monthly reports containing details concerning EMS services provided to Williams Bay in the preceding month. Such reports shall be provided within twenty (20) days of the end of each month and will be submitted to the Williams Bay Clerk.

b. **Joint Emergency Services Committee.** There shall be established a Joint Emergency Services Committee ("Committee"). The purpose of the Committee is to provide review and comment regarding past, current and future fire and EMS budgets

and expenditures. All Committee members shall be entitled to vote. The Committee shall be comprised of the following members:

- (1) Two representatives appointed by Fontana;
- (2) Two representatives appointed by Williams Bay;
- (3) One representative appointed by any municipality contracting for EMS services from Fontana;
- (4) Fontana Fire Department Fire Chief or his or her designee.

The duties and membership of the Committee as set forth in this Agreement may be reviewed and amended by mutual agreement of the Parties.

The Committee shall meet not less than once annually and prior to October 15 each year. Additional Committee meetings may be held as needed. Committee meetings may be called at the request of any member municipality.

11. WILLIAMS BAY FIRE DEPARTMENT EMS PERSONNEL. Fontana agrees that Williams Bay Fire Department EMS personnel may have use of the ambulance and related equipment and accessories provided by Williams Bay to Fontana pursuant to paragraph 8.b. of this Agreement to provide EMS services during special activities occurring in Williams Bay such as athletic events, parades, events occurring in Village parks and other similar events. In that circumstance such EMS personnel shall be under the direction and supervision of the Fire Chief of the Williams Bay Fire Department. Should the Chief of the Fire Department of Fontana call upon Williams Bay Fire Department EMS personnel to assist Fontana EMS in Williams Bay, the Williams Bay EMS personnel shall provide such assistance under the direction and supervision of the Fire Chief of the Fire Department of Fontana. However, the Williams Bay personnel shall not be considered employees of Fontana and Williams Bay shall be responsible for all actions of said Williams Bay personnel as well as all benefits which may accrue to such Williams Bay personnel from providing such assistance.

12. MISCELLANEOUS.

- a. Non-assignability. This is a personal services agreement between Fontana and Williams Bay. Neither Party may assign any of the obligations or rights contained in this Agreement to any other party without the consent of the other Party to this Agreement.
- b. Amendment. This Agreement may be amended by the Parties only in a written document signed by the Parties.
- c. Interpretation. This Agreement must be interpreted and construed reasonably and neither for or against either of the Parties, regardless of the degree to which either of the Parties participated in its drafting. The Parties intend that the authority granted to them by Wis. Stats. sec. 66.0301 be interpreted liberally in favor of cooperative action.
- d. Public Record Law. The Parties to this Agreement agree to at all times cooperate with regard to Public Record Law requests as may be filed pursuant to Chapter 19 of the Wisconsin Statutes, including responding to each other with regard to individual record requests in a timely manner and without additional costs.
- e. HIPAA Compliance. The Parties to this Agreement shall carry out their obligations under this Agreement in compliance with the Privacy regulations set forth in Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996, as amended, in order to protect the privacy of personally identifiable protected information that is collected, processed or learned as a result of services provided pursuant to this Agreement.
- f. Notice. Any notice required to be given to either Party pursuant to this Agreement shall be provided as follows:

If notice is given to the Village of Fontana-on-Geneva Lake:

Attention Village Clerk, 175 Valley View Drive PO Box 200, Fontana, WI 53125

If notice is given to the Village of Williams Bay:

Attention Village Clerk, P.O. Box 580, Williams Bay, WI 53191

Notice shall be given either in person or by regular mail. If notice is given by regular mail, it shall be deemed received three calendar days from mailing.

- g. **Articles and Headings.** The Article and Headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement
- h. **Severability.** If any provision of this Agreement shall be held or made invalid by court, decision, statute or rule, or shall otherwise be rendered invalid, the remainder of this Agreement shall not be affected thereby.
- i. **Entire Agreement.** This Agreement and the Addenda attached hereto shall constitute the entire contract between the Parties to this Agreement, and no representation, inducement, promise, agreement, oral or otherwise, as it pertains to the obligations set forth in this Agreement shall be enforceable.
- j. **Authorization.** The Parties to this Agreement, as a material inducement to enter into this Agreement, do hereby represent that all approvals required by Wisconsin Law have been fulfilled and that this Agreement has been legally approved by each Party municipality.

ADDENDUM A

The "costs" to be billed by Fontana to Williams Bay shall be comprised of the following:

- 1) Those costs described in Section 8, herein.
- 2) The costs for hiring those persons described in Section 8 shall include:
 - a. Gross Salary
 - b. Employer paid taxes
 - c. Employer paid insurance including worker's compensation insurance
 - d. The Employer cost of all employee benefits, including but not limited to, health, dental and vision insurance, life insurance and pension
 - e. The cost of uniforms and that equipment provided by employer to employee
 - f. The cost of required employee training
 - g. The cost of required employee certification or recertification
 - h. The cost of disciplinary employees and post-employment costs or claims not based on employer misconduct
 - i. Software required to maintain EMS employees and services, including but not limited to; scheduling, patient care reporting, controlled substance medication tracking, Training, National Fire Incident Reporting System (NFIRS) reporting
 - j. Technology required to maintain EMS employees and services, including but not limited to; email licensing, Microsoft utilities, electronic Fire Station access
 - k. Overnight accommodations including but not limited to; resources & furnishing for bunk room,

day room, and kitchen/dining areas of the Fontana Municipal Building

- 3) Capital Purchases – Purchases of items needed to equip the Williams Bay ambulance.
- 4) Administration and Training – Williams Bay and Fontana shall make a good faith effort to support costs associated with EMS administrative and training facilities.
- 5) Administrative Fees – Annual administrative fees shall be billed independent of the operational and capital budget. Administrative fees will be shared equally among all municipalities contracting to be served by the Fontana Fire Department, including the Village of Fontana.

Total billed administrative fees shall be based on twenty percent of the most recent annual budgeted salaries and benefits for the Village of Fontana Administrator and fifteen percent of the most recent annual budgeted salaries and benefits Treasurer. (i.e. if split between three municipalities, each would contribute six and 2/3 percent for the Village Administrator expense and 5 percent of the Village Treasurer expense)

- 6) Reconciliation. At the end of each calendar year Fontana shall compare actual operating expenses to the annual budget and compare to the Williams Bay "costs" as paid by Williams Bay to Fontana per this Agreement for said calendar year. Fontana shall either reimburse the Village of Williams Bay for excess "costs" in the event actual expenses are less than annual budgeted expenses or bill the Village of Williams Bay for the deficiency in the event that actual expenses exceed the annual budget expenses.
- 7) The Parties agree to work together in good faith in order to reach agreement in the event that Williams Bay chooses to add fire protection services from Fontana.

ADDENDUM B

LEASE FOR AMBULANCE USE

This Lease Agreement (hereinafter "Agreement") is entered on July 26, 2023 by and between the Village of Fontana-on-Geneva Lake, Walworth County, Wisconsin, a Wisconsin municipal corporation (Fontana) and the Village of Williams Bay, Walworth County, Wisconsin, a municipal corporation (Williams Bay), together collectively referred to as "the Parties"

Recitals

- A. The Parties are lawfully organized and existing in municipalities under the Constitution and laws of the State of Wisconsin.
- B. Wisconsin Law provides that units of local government may contract among themselves to obtain or share services.

NOW, THEREFORE, in consideration of \$10 (ten dollars), the mutual agreement contained herein, and in consideration of the mutual obligation set forth in the current Intergovernmental Agreement between the Parties, and upon the further consideration of the recitals herein set forth, the Parties agree as follows below:

- 1. Ambulance Lease.** Williams Bay agrees to lease to Fontana an ambulance referred to as Village of Williams Bay 2022 Chevrolet Ambulance, and equipment related to the Ambulance (the "Ambulance"). Fontana shall re-stock the Ambulance with medical or other supplies used by Fontana for patient care. Fontana shall pay \$10 (ten dollars) as a first-year lease payment at the execution of this Agreement and said \$10 (ten dollar) lease shall be paid annually at renewal thereafter for its term.
- 2. Term and Termination.** The term of this Agreement shall begin on July 26, 2023 and

shall be consistent with the term outlined in the Intergovernmental Agreement Village of Fontana-on-Geneva Lake and Village of Williams Bay, originally effective May 1, 2022, as amended from time to time.

3. **Damage to Ambulance.** Fontana shall be responsible for any damage or destruction to the Ambulance when in use by Fontana.
4. **Insurance.** Fontana represents to Williams Bay that Fontana carries liability insurance in sufficient amounts to cover Fontana's use of the Ambulance as provided for by this Agreement.
5. **Hold Harmless.** To the extent permitted by law, Fontana shall save and hold harmless Williams Bay from and against all liabilities, claims, and demands of whatsoever kind of nature arising out of or connected with Fontana's use of the Ambulance and will defend at its own expense any actions against Williams Bay based thereon and shall pay all reasonable charges of attorneys and all reasonable costs and other expenses arising out of Fontana's own negligence or intentional misconduct.
6. **Notices.** All notices provided for in this Agreement to be given by either party to the other shall be delivered or mailed to the respective Village Hall, as the case may be. Unless otherwise provided, a notice shall be deemed to be received by a party (A) on the date of personal service; (B) five (5) calendar days after being sent by registered or certified mail, return receipt requested, postage prepaid, or (C) on the next business day if sent by overnight delivery service (such as Federal Express) with all fees prepared. Notice may be sent to a provided e-mail

address, however, notice sent via e-mail shall be followed by notice delivered by a method described in subsections (A)-(C), unless such additional notice is waived in writing by the party receiving the notice via e-mail. If notice is affected by e-mail, notice shall be deemed received on the date the receiving party provides written notification to the other party that a delivery

of notice by supplemental means is not required. Either party may change the designated contact by providing notice to the other party of the new information in accordance with this paragraph.

7. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. Delivery of an executed counterpart of a signature page to this Agreement by facsimile or email shall be as effective as delivery of a manually signed counterpart to this Agreement.
8. **Waiver.** No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the party giving such waiver. No such waiver shall be deemed a waiver of any subsequent breach or default of the same or similar nature.
9. **Severability.** If any part of this Agreement shall be held invalid for any reason, the remainder of this Agreement shall remain valid to the maximum extent permitted by law.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and first written above.

DATED: 4-8-2025, 2023:

VILLAGE OF WILLIAMS BAY

By: Will Dun

Attest: Jena Kooles

DATED: 3/17, ²⁰²⁵2023.

VILLAGE OF FONTANA-ON-GENEVA LAKE

By: Paul King

Attest: Genea Poome

R-39-26

**A RESOLUTION OF THE VILLAGE BOARD OF WILLIAMS BAY
ADOPTING THE 2026 ANNUAL BUDGET AMENDMENT #1
FOR THE VILLAGE OF WILLIAMS BAY**

WHEREAS, the Village Treasurer has prepared an Annual Budget for the 2026 fiscal year in accordance with requirements of Chapter 46-6 of the Municipal Code of the Village of Williams Bay; and

WHEREAS, a public hearing on the Annual Budget was held November 17, 2025 after due and proper notice of said hearing, attached hereto, having been given in accordance with the provisions of Section 65.90(3)(a), Wisconsin Statutes the Village Board adopted Resolution R-69-25 "A Resolution Of The Village Board Of Williams Bay Adopting The 2025 Annual Budget And Establishing The Property Tax Levy For The Village Of Williams Bay; and

WHEREAS, the Village has new General Fund expenses that were unknown at the time of the approval of the 2026 Budget and related to the General Fund operational expenses for: (1) Boat Ramp Payment Kiosk; (2) new Administration Building at 121 N. Walworth Avenue; and (3) establishment of a part-time Community Service Officer (CSO) position,

WHEREAS, the Village Board has reviewed the proposed revenues from all sources and the proposed expenditures for these purposes and has directed that the proposed budget be adjusted as follows; and

<u>Revenues:</u>	<u>Approved:</u>	<u>Amendment #1:</u>	<u>Diff:</u>
Operating Transfer In From Reserves I	\$69,684	\$85,622	\$15,938
<u>Expenditures:</u>	<u>Approved:</u>	<u>Amendment #1:</u>	<u>Diff:</u>
121 N Walworth Admin Bldg Utilities	\$00.00	\$ 5,200 (8 mo)	\$5,200
121 N Walworth Admin Bldg Water/Sewer	\$00.00	\$ 900 (8 mo)	\$ 900
121 N Walworth Admin Bldg – Janitorial	\$00.00	\$ 7,200 (8 mo)	\$7,200
121 N Walworth Admin Bldg – Maint + Supplies	\$00.00	\$ 1,500	\$1,500
New Community Service Officer (New Item)	\$00.00	\$ 8,000 (2 mo)	\$8,000
Boat Launch Kiosk (Ventek)	\$00.00	\$21,000	\$21,000
9 W Geneva - EMS Quarters Building	\$50,000	\$28,000	(\$22,000)
Dive Team	\$ 8,192	\$ 2,330	(\$5,862)
Totals	\$58,192	\$74,130	\$15,938

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Williams Bay, Wisconsin that the 2026 Annual Budget which is attached hereto as and made a part hereof, is hereby approved as amended.

BE IT FURTHER RESOLVED, that this resolution be published within 15 days of the adoption as prescribed under Wis. Statutes section 65.90 (5)(a).

Passed and adopted this 1st day of June, 2026.

VILLAGE OF WILLIAMS BAY:

Adam Jaramillo, President

ATTEST:

Tina Kolls, Clerk

ATTACHMENT:

Village of Williams Bay Annual Budget for 2026 – Amendment #1

DRAFT

2026 BUDGET AMENDMENT #1 SUMMARY

5/27/2026

	<u>2026 Budget</u>	<u>2026 Amend</u>	<u>Diff</u>	
Revenues				
Transfer In	69,684	85,814	16,130	
Expenditures				
	<u>Approved</u>	<u>Amendment 1</u>	<u>Diff</u>	
Boat Launch (Ventek)	0	21,000	21,000	Funded by Excess Boat Launch Revenue 2025
Admin Building Operating	0	14,800	14,800	8 months
CSO	0	8,000	8,000	Partial Season
EMS Quarters	50,000	28,000	(22,000)	6 months
Dive Team	8,000	2,330	(5,670)	
	58,000	74,130	16,130	

Admin Building Operating Expenses - Details (Total Included Above in Budget Amendment Summary)

<u>Expenditures</u>	<u>Approved</u>	<u>Amendment 1</u>	<u>Diff</u>	
Utilities	0	5,200	5,200	8 months
Water/Sewer	0	900	900	8 months
Janitorial	0	7,200	7,200	8 months
Maint + Supplies	0	1,500	1,500	8 months
	0	14,800	14,800	

5/27/2026	REVENUES	2022	2023	2024	2025	2026	2026	2026 Budget vs	
AMENDED #1		Prior Year 3	Prior Year 2	Prior Year 1		Approved	Amended #1	2025 Estimates	
Account	Title	Actual Audited	Actual Audited	Actual Audited	Budget	Budget	Budget	2025 Estimates	\$ DIFF
GENERAL FUND:									
100-41100	GENERAL FUND - PROPERTY TAX LEVY:	1,720,376	1,776,259	1,763,209	1,793,544	1,807,432	1,807,432	0	
100-41101	DELINQUENT PP TAX (R)	299	37	70	50	0	0	0	
100-41104	UTILITY TAX EQUIVALENT (R)	103,634	77,245	104,570	77,000	77,000	77,000	0	
100-41105	ROOM TAX (R)	63,022	72,273	85,941	75,000	75,000	75,000	0	
100-41106	CABLE FRANCHISE FEES (R)	53,112	50,765	49,108	51,000	48,000	48,000	0	
100-41110	MERCY PILOT (R)	55,774	55,813	57,583	56,000	60,794	60,794	0	2.5 CPI estimate
100-41111	WLC PILOT (R)	0	0	0	37,500	37,500	37,500	0	Flat annual amount, no CPI
100-41200	COUNTY AND MUNICIPAL AID (R)	0	0	0	30,600	0	0	0	Should be 100-42002
100-41204	SUPPLEMENTAL CTY & MUNICPL AID (R)	0	0	0	82,000	0	0	0	Should be 100-42002
	PD REFERENDUM PAYROLL 25 PAYBACK TO GF		NA	NA	24,850	0	0	0	Added to revenues, was in PD referendum expenditures
	GEN FUND - OTHER TAXES:	275,840	256,133	297,272	434,000	298,294	298,294	0	
100-42001	EXEMPT COMPUTER AID (R)	470	470	470	500	500	500	0	
100-42002	STATE SHARED REVENUE (R)	65,744	64,979	144,452	64,000	148,638	148,638	0	2025 Revised Estimate Per DOR 09152025 and 2026 Estimate Per DOR 0915202
100-42006	TRANSPORTATION AID (R)	191,204	204,452	208,415	210,000	210,000	210,000	0	2025 Per WI DOT Sheet
100-42007	POLICE TRAINING FROM STATE (R)	1,120	1,440	2,640	1,400	1,400	1,400	0	
100-42008	OTHER STATE AIDS (R)	18,165	24,475	16,465	24,000	5,000	5,000	0	
100-42009	POLICE GRANT FROM CTY (R)	7,195	3,065	8,488	3,000	3,000	3,000	0	
100-42010	POLICE SRO REVENUE (R)	66,455	67,452	29,406	67,000	68,000	68,000	0	1 xtra billing 2025, late for 2024
100-42011	POLICE GRANT FROM LWMMI	2,500	0	0	0	0	0	0	
100-42012	MISC GRANTS	0	0	306	0	0	0	0	2025 Tornado Grants
100-42013	POLICE FEDERAL/DOJ GRANTS	0	0	0	0	0	0	0	
100-42020	LAND USE CONVERSION FEES (R)	3,489	1,574	2,307	0	0	0	0	
100-42035	WEC SECURITY GOV SUBGRANT	600	0	0	0	0	0	0	
	GEN FUND - INTERGOVERNMENTAL:	356,941	367,908	412,949	369,900	436,538	436,538	0	

5/27/2026	REVENUES	2022	2023	2024	2025	2026	2026	2026 Budget vs	
AMENDED #1		Prior Year 3	Prior Year 2	Prior Year 1		Approved	Amended #1	2025 Estimates	
Account	Title	Actual Audited	Actual Audited	Actual Audited	Budget	Budget	Budget	\$ DIFF	
100-43001	LIQUOR/BEER LICENSE (R)	17,048	8,947	6,495	6,300	6,525	6,525	0	
100-43002	OPERATOR LICENSE (R)	2,560	3,860	2,510	2,200	2,700	2,700	0	
100-43006	BUILDING PERMITS (R)	88,365	111,812	136,432	80,000	290,000	290,000	0	\$90K Permit for Preserve Development
100-43007	ELECTRICAL PERMITS (R)	17,491	23,597	27,072	17,000	20,000	20,000	0	2024 total permits revenues = \$400,846, Expenses = \$168,888 (42%)
100-43008	PLUMBING PERMITS (R)	20,306	27,680	237,402	20,000	22,000	22,000	0	
100-43009	ROOM TAX PERMIT (R)	800	1,275	450	600	600	600	0	2024 Plumbing Permits?
100-43013	RENTAL PROP ADMIN (R)	20	30	0	0	0	0	0	2024 \$90K WLC Permit in Plumbing
100-43014	CIGARETTE LICENSE (R)	300	400	300	300	300	300	0	
100-43015	ZONING AND PLANNING FEES (R)	27,551	23,244	21,561	20,000	20,000	20,000	0	
100-43016	TREE PERMIT (R)	5,435	6,800	7,855	6,000	6,000	6,000	0	
100-43018	DOG LICENSE (R)	503	477	337	1,000	1,000	1,000	0	
100-43021	TOURIST ROOMING HOUSE PERMIT (R)	3,375	8,100	5,400	8,100	7,500	7,500	0	
100-43022	SHORT TERM RENTAL PERMIT (R)	19,368	27,550	27,175	19,000	25,000	25,000	0	
100-43025	TRANSIENT MERCHANT PERMIT (R)	0	1,000	400	150	400	400	0	
	GEN FUND - LICENSES & PERMITS:	203,121	244,772	473,388	304,650	402,025	402,025	0	
100-44040	POLICE GEN REVENUE (R)	354	4,475	312	250	250	250	0	
100-44043	POLICE ALARM PERMITS	0	0	10	0	0	0	0	
100-44049	SPECIAL ASSESSMENT LETTERS (R)	5,300	4,400	5,080	4,000	4,000	4,000	0	
100-44060	STREET OPENING PERMIT (R)	1,600	1,400	1,900	1,000	1,000	1,000	0	
100-44090	DONATION/SPONSORSHIP REVENUE (R)	0	0	500	6,000	7,000	7,000	0	Rec Dept
100-44092	RECREATION MISC REVENUE (R)	0	0	0	3,700	2,000	2,000	0	Rec Dept
100-44094	ATHLETIC PROGRAM REVENUE (R)	0	0	190	12,000	12,500	12,500	0	Rec Dept
100-44098	REC DEPT PROGRAM REVENUE (R)	1,238	922	770	15,000	12,000	12,000	0	Rec Dept
100-44100	BASEBALL/SOFTBALL REG FEES	7,795	6,765	6,795	0	0	0	0	
100-44101	REC DEPT EVENTS/TRIPS (R)	0	0	0	500	0	0	0	Rec Dept
100-44102	MISC REV REVENUE	3,833	3,499	3,431	0	0	0	0	
100-44103	SUMMER PROGRAM REVENUE	2,175	3,835	2,770	0	0	0	0	
100-44106	DONATION/SPONSORSHIP REVENUE (R)	2,450	1,950	3,000	0	0	0	0	
100-44107	FACILITY RENTAL REVENUE (R)	2,800	4,300	5,100	9,300	8,200	8,200	0	Rec Dept
100-44301	WATERWAY MARKERS (R)	6,309	6,629	6,321	6,300	6,300	6,300	0	
100-44620	LAKEFRONT/ShORE INCOME (R)	9,749	15,028	16,193	16,000	8,200	8,200	0	
100-44621	BEACH REVENUE (R)	94,681	103,569	59,349	85,000	85,000	85,000	0	
100-44622	LAUNCH REVENUE (R)	190,034	212,924	221,958	210,000	300,000	300,000	0	Full year increased launch rates
100-44623	HORVATH DRY STORAGE REVENUE (R)	24,231	24,257	25,217	25,300	25,300	25,300	0	
100-44625	TOWN OF LINN BEACH REVENUE (R)	16,380	15,120	11,340	15,000	14,000	14,000	0	
100-44630	KAYAK/PADDLEBOARD RENTAL FEES (R)	16,445	13,597	7,270	15,000	10,805	10,805	0	Rack \$126 to \$140 and Ramp \$315 to \$350. Rec Dept
	GEN FUND - CHARGES FOR SERVICES:	385,374	422,670	377,506	424,350	496,555	496,555	0	
100-45001	COURT FINE REVENUE (R)	33,452	32,215	33,048	26,000	7,500	7,500	0	
100-45002	PARKING TICKET REVENUE (R)	6,056	10,077	4,581	8,000	4,000	4,000	0	
	GEN FUND - FINES & FORFEITURES:	39,508	42,291	37,629	34,000	11,500	11,500	0	

5/27/2026	REVENUES	2022	2023	2024	2025	2026	2026	2026 Budget vs	
AMENDED #1		Prior Year 3	Prior Year 2	Prior Year 1	Budget	Approved Budget	Amended #1 Budget	2025 Estimates	
Account	Title	Actual Audited	Actual Audited	Actual Audited	Budget	Budget	Budget	\$ DIFF	
100-46000	WEED AND NUISANCE CONTROL (R)	1,050	750	0	750	750	750	0	
100-48003	EMS BILLABLE AR								
100-48004	INTEREST ON INVESTMENTS - RESERVES (R)	84,754	338,676	272,323	48,680	80,827	80,827	0	2026 Interest based upon 2024 audit reserves 2,694,238 @3.0% interest rate.
100-48007	LEGAL A/R	NA	NA	NA	0	40,000	40,000	0	Offset by Expenditures 100-51630-000
100-48008	ENGINEERING A/R	NA	NA	NA	0	40,000	40,000	0	
100-48009	PLANNING A/R	NA	NA	NA	0	20,000	20,000	0	
100-48010	METER REPAIR/REPLACEMENT AR	NA	NA	NA	0	0	0	0	
100-48011	MISC. A/R	NA	NA	NA	0	0	0	0	
100-48013	BOAT SLIP RENTAL (R)	248,138	253,715	260,386	286,000	309,750	309,750	0	5% increase 2026
100-48014	MISCELLANEOUS DONATIONS (R)				0	0	0	0	
100-48015	GENEVA LK LAW ENFORCEMENT AGCY (R)	36,071	31,653	24,663	32,000	32,000	32,000	0	
100-48016	MUNICIPAL BUSINESS LEASE PYMT (R)	1,184	994	857	1,000	1,000	1,000	0	
100-48017	TOWER LEASE	0	0	2,500	0	0	0	0	
100-48020	GLEA CBCW GRANT	0	2,400	2,400	2,400	2,400	2,400	0	
	VH SITE CELLULAR ANTENNA ONE TIME FEE	0	0	0	0	0	0	0	2025 one time payment for lease
	VH SITE CELLULAR ANTENNA ANNUAL LEASES	0	0	0	0	48,000	48,000	0	4th Qtr 2025 (\$2K mo) and Full Year 2026 (\$4K mo) and beyond
	GEN FUND - COMMERCIAL:	371,198	628,188	563,129	370,830	574,727	574,727	0	
100-49001	AURORA DONATION (R)	3,250	3,250	3,250	0	0	0	0	
100-49002	INSURANCE PAYMENTS/REBATE (R)	75,138	3,478	29,549	2,500	3,000	3,000	0	
100-49003	SALE OF VGE ASSET (R)	26,812	0	7,793	1,000	1,000	1,000	0	
110-49200	OPERATING TRANSFER IN (R)	0	0	0	0	69,685	85,623	15,938	Gen Fund Reserves To Balance Budget Was \$69,685
	GEN FUND - MISCELLANEOUS:	107,305	12,743	51,161	4,000	74,185	90,123	15,938	
	GENERAL FUND - REVENUES:	3,459,664	3,750,963	3,976,242	3,735,274	4,101,256	4,117,194	15,938	3,710,424
	GENERAL FUND - EXPENDITURES:	3,715,742	3,525,809	3,722,807	3,713,774	4,101,255	4,117,194	15,938	
	GENERAL FUND - TOTAL:	(256,078)	225,154	253,436	21,500	0	0	(0)	

05/27/2026 DRAFT AMENDMENT #1								
		2022	2023	2024	2025	2026	2026	2026 Amend vs
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-51110-110	VILLAGE BOARD WAGES (E)	21,596	22,100	22,146	22,100	22,100	22,100	0
100-51110-121	VILLAGE BOARD FICA (E)	1,687	1,691	1,746	1,700	1,700	1,700	0
100-51110-130	VILLAGE BOARD OTHER EXPENSE (E)	632	0	0	1,000	1,000	1,000	0
	VILLAGE BOARD	23,915	23,791	23,893	24,800	24,800	24,800	0
100-51210-110	MUNICIPAL COURT WAGES (E)	31,741	32,745	37,891	9,300	4,200	4,200	0
100-51210-121	MUNICIPAL COURT FICA (E)	2,435	2,599	2,904	770	0	0	0
100-51210-130	MUNICIPAL COURT OTHER EXPENSE (E)	0	0	0	0	1,000	1,000	0
100-51210-150	MUNICIPAL COURT IT FEES (E)	4,644	4,407	4,544	1,500	0	0	0
100-51210-160	MUNICIPAL COURT SUPPLIES (E)	143	12	296	0	0	0	0
100-51210-161	MUNICIPAL COURT POSTAGE (E)	500	500	0	0	0	0	0
100-51210-190	MUNICIPAL COURT TRAINING (E)	1,326	700	1,297	0	0	0	0
	MUNICIPAL COURT	40,789	40,962	46,933	11,570	5,200	5,200	0
100-51400-00	RECRUITING FEES	0	72,010	2,657	0	0	0	0
100-51405-000	BILLABLE SERVICES (E)	70,327	124,305	170,916	109,000	0	0	0
100-51410-110	GEN ADMIN WAGES (E)	146,832	135,354	165,511	170,346	175,916	175,916	0
100-51410-112	GEN ADMIN OT WAGES	0	0	0	0	200	200	0
100-51410-115	GEN ADMIN UNEMPLOYMENT	0	50	0	0	0	0	0
100-51410-121	GEN ADMIN FICA (E)	9,512	9,323	12,272	13,091	13,458	13,458	0
100-51410-122	GEN ADMIN RETIREMENT (E)	9,468	8,563	11,734	11,938	12,666	12,666	0
100-51410-123	GEN ADMIN HEALTH & DENTAL & DENTAL INSURANCE (E)	47,478	16,790	31,652	34,976	40,003	40,003	0
100-51410-124	GEN ADMIN LIFE INSURANCE (E)	460	674	730	750	1,064	1,064	0
100-51410-127	GEN ADMIN HSA FUNDING (E)	7,771	5,859	7,655	7,250	7,250	7,250	0
100-51410-130	GEN ADMIN IT EXPENSE (E)	1,401	1,142	4,060	4,000	5,000	5,000	0
100-51410-150	GEN ADMIN OFFICE EQUIPMENT (E)	0	1,142	1,120	4,000	4,000	4,000	0
100-51410-160	GEN ADMIN SUPPLIES (E)	8,971	7,398	9,895	10,000	10,000	10,000	0
100-51410-161	GEN ADMIN POSTAGE (E)	4,259	11,889	12,068	6,500	8,900	8,900	0
100-51410-162	GEN ADMIN COPIER EXPENSE (E)	1,200	4,379	3,138	3,600	3,600	3,600	0
100-51410-190	GEN ADMIN TRAINING (E)	4,242	7,723	3,368	7,000	10,600	10,600	0
100-51410-200	GEN ADMIN TELEPHONE (E)	10,156	8,080	4,018	4,000	4,000	4,000	0
100-51410-210	GEN ADMIN PUBLICATIONS (E)	4,459	3,944	4,455	3,500	3,500	3,500	0
100-51410-300	GEN ADMIN CODIFICATION (E)	7,362	4,210	3,580	6,200	6,100	6,100	0
	GEN ADMIN	333,898	422,835	448,828	396,151	306,256	306,256	0
100-51412-000	ELECTION EXPENSE (E)	3,268	3,810	3,214	3,000	18,495	18,495	0
100-51412-110	ELECTION WAGES (E)	7,056	5,669	11,309	7,000	14,000	14,000	0
100-51412-121	ELECTION FICA (E)	10	9	9	30	60	60	0
	ELECTION	10,334	9,487	14,531	10,030	32,555	32,555	0

05/27/2026 DRAFT AMENDMENT #1										
EXPENDITURES	Account	Title	2022	2023	2024	2025	2026	2026	2026 Amend vs	
			Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted	
			Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff	
100-51412-130	WEC SECURITY.GOV SUBGRANT EXP		85	0	0	0	0	0	0	
100-51414-000	SOFTWARE LICENSE & IT SUPPORT (E)		34,631	28,970	24,019	30,000	30,000	30,000	0	Includes Community Connect \$2,000
100-51414-100	LASERFICHE EXPENSE (E)		0	3,642	0	3,100	3,100	3,100	0	
100-51415-000	LEAGUE EXPENSES/DUES (E)		2,878	3,161	0	3,000	3,000	3,000	0	
100-51510-000	INSURANCE EXPENSE (E)		52,138	58,934	66,376	66,000	66,000	66,000	0	
100-51520-000	ASSESSOR CONTRACT (E)		19,577	21,441	18,027	30,000	30,000	30,000	0	
100-51521-000	PROPERTY ASSESSMENT		48,527	2,207	2,316	0	0	0	0	
100-51560-000	CONTINGENCY (E)		390	24,219	4,476	34,326	50,000	50,000	0	\$50K Annual Contingency
100-51570-000	AUDIT		22,459	29,781	62,096	28,150	28,150	28,150	0	
100-51575-000	FINANCIAL MGT PLAN EXPENSE		0	0	18,534	0	0	0	0	
100-51610-000	LEGAL		43,040	66,422	49,944	35,000	30,000	30,000	0	
100-51630-000	LEGAL/ENGINEER/PLANNING AR		0	0	0	0	100,000	100,000	0	100% revenues offset - Revenue 100-48007
100-51670-000	MISC MUNI SERVICES COST RECOV		0	0	0	0	1,000	1,000	0	
	CONTRACTED SERVICES		223,724	238,778	245,788	229,576	341,250	341,250	0	
100-51670-000	MISC		0	0	0	2,000	1,200	1,200	0	
100-51720-150	LIONS FIELD HOUSE REPAIR/MAINT (E)		0	0	0	2,000	1,200	1,200	0	
100-51720-160	LIONS FIELD HOUSE SUPPLIES (E)		823	1,721	884	700	500	500	0	
100-51720-170	LIONS FIELD HOUSE GAS (E)		1,427	667	694	1,800	2,000	2,000	0	
100-51720-171	LIONS FIELD HOUSE ELECTRIC (E)		1,663	1,681	1,188	1,800	1,800	1,800	0	
100-51720-173	LIONS FIELD HOUSE W&S (E)		1,603	1,732	1,776	1,000	1,000	1,000	0	
100-51720-175	JANITORIAL SERVICES (E)		827	886	703	5,800	5,800	5,800	0	
100-51720-200	LIONS FIELD HOUSE TELEPHONE (E)		5,229	5,229	5,229	0	0	0	0	
	LIONS FIELD HOUSE		11,571	11,916	10,474	15,100	13,500	13,500	0	
100-51730-150	PD & VH BLDG REPAIRS/MAINT (E)		0	0	10	5,000	2,500	2,500	0	Includes Reimbursed OT by State and County
100-51730-160	PD & VH BLDG SUPPLIES (E)		19,873	12,572	2,439	2,000	1,500	1,500	0	
100-51730-170	PD & VH BLDG GAS (E)		2,986	1,870	1,126	2,500	2,500	2,500	0	
100-51730-171	PD & VH BLDG ELECTRIC (E)		1,883	2,338	1,655	8,000	8,000	8,000	0	
100-51730-173	PD & VH BLDG WATER & SEWER (E)		8,442	7,779	7,429	2,000	2,000	2,000	0	
100-51730-175	PD & VH JANITORIAL SERVICES (E)		1,640	1,712	1,712	8,000	8,000	8,000	0	
	POLICE DEPT & VILLAGE HALL (250 WILLIAMS)		34,825	26,271	14,371	27,500	24,500	24,500	0	
100-51730-176	ADMIN BLDG REPAIRS/MAINT (E)		0	0	0	0	1,000	1,000	8 Months	
100-51730-177	ADMIN BLDG SUPPLIES (E)		0	0	0	0	500	500	8 Months	
100-51730-178	ADMIN BLDG GAS (E)		0	0	0	0	1,200	1,200	8 Months	
100-51730-179	ADMIN BLDG ELECTRIC (E)		0	0	0	0	4,000	4,000	8 Months	
100-51730-180	ADMIN BLDG WATER & SEWER (E)		0	0	0	0	900	900	8 Months	
100-51730-181	ADMIN JANITORIAL SERVICES (E)		0	0	0	0	7,200	7,200	8 Months	
	ADMIN BUILDING (121 N. WALWORTH)		0	0	0	0	14,800	14,800		
100-51920-000	LEAGUE EXPENSES/DUES (E)		8,100	7,866	4,522	0	5,249	5,249	0	
100-51965-000	WMS BAY BUSINESS ASSOC (E)		76,776	58,821	65,255	52,500	55,000	55,000	0	

05/27/2026 DRAFT AMENDMENT #1								
EXPENDITURES		2022	2023	2024	2025	2026	2026	2026 Amend vs
Account	Title	Prior Year 3 Actual Audited	Prior Year 2 Actual Audited	Prior Year 1 Actual	Current Year Budget	Approved Budget	Amended #1 Budget	2026 Adopted \$ Diff
100-51970-000	SHORT TERM RENTAL ADMIN (E)	0	6,565	7,516	6,600	6,600	6,600	0
100-51990-000	EMPLOYEE RECOGNITION	3,325	3,743	375	375	375	375	0
	MEMBERSHIPS & OPERATIONS	88,201	76,995	77,668	59,475	67,224	67,224	0
	GENERAL FUND - ADMINISTRATION:	767,256	851,034	882,485	774,202	815,286	830,086	14,800
100-52120-111	POLICE PT SHIFT PREMIUM (E)	150	600	254	500	500	500	0
100-52120-112	POLICE OT WAGES (E)	57,427	48,478	58,321	60,000	45,000	45,000	0
100-52120-113	POLICE DBL OT WAGES (E)	0	0	0	0	0	0	0
100-52120-118	EDUCATION INCENTIVE	0	0	0	8,500	9,000	9,000	0
100-52120-120	POLICE CONSULTANT WAGES	0	0	21,678	0	0	0	0
100-52120-115	POLICE DEPT UNEMPLOYMENT	0	0	0	0	0	0	0
100-52120-121	POLICE FICA (E)	47,396	49,896	54,531	61,000	63,780	63,780	0
100-52120-122	POLICE RETIREMENT (E)	63,738	86,321	99,460	116,000	118,603	118,603	0
100-52120-123	POLICE HEALTH & DENTAL INSURANCE (E)	98,571	90,496	118,048	164,000	190,124	190,124	0
100-52120-124	POLICE LIFE INSURANCE (E)	667	772	1,064	1,000	1,355	1,355	0
100-52120-125	POLICE UNIFORMS (E)	8,982	7,354	9,716	10,000	10,000	10,000	0
100-52120-127	POLICE HSA FUNDING (E)	26,903	34,282	34,791	35,000	37,500	37,500	0
100-52120-130	POLICE IT EXPENSE (E)	32,978	33,780	35,169	58,766	55,000	55,000	0
100-52120-150	POLICE REPAIRS/MAINT (E)	8,975	12,845	7,870	11,665	10,500	10,500	0
100-52120-160	POLICE SUPPLIES (E)	2,788	4,014	7,177	5,300	5,300	5,300	0
100-52120-161	POLICE POSTAGE/CONFINEMENT (E)	609	216	355	650	350	350	0
100-52120-180	POLICE FUEL (E)	18,428	21,767	15,701	21,000	20,000	20,000	0
100-52120-190	POLICE TRAINING (E)	18,170	19,023	19,579	23,451	27,181	27,181	0
100-52120-200	POLICE TELEPHONE (E)	6,254	6,467	5,685	6,500	6,500	6,500	0
100-52120-210	POLICE COMMUNITY PROGRAMS (E)	1,523	2,328	475	3,000	3,000	3,000	0
100-52120-215	POLICE GRANT EXPENDITURES (E)	0	0	0	0	0	0	0
100-52120-220	POLICE LICENSE SUPENSION FEE (E)	0	45	21	0	0	0	0
100-52120-300	STUDENT RESOURCE OFFICER (E)	88,606	89,937	71,648	0	0	0	0
100-52120-310	COMMUNITY SERVICE OFFICER (E)	0	0	0	0	0	8,000	8,000
100-52120-400	POLICE ACADEMY EXPENSES (E)	4,903	3,385	0	0	0	0	0
110-52320-165	POLICE DONATION EXPENDITURES	9,819	67	0	0	0	0	0
	POLICE	1,068,660	1,105,280	1,244,301	1,312,832	1,363,718	1,371,718	8,000
100-52130-110	WATER SAFETY PATROL (E)	28,285	29,431	30,317	33,000	31,720	31,720	0

05/27/2026 DRAFT AMENDMENT #1								
EXPENDITURES		2022	2023	2024	2025	2026	2026	2026 Amend vs
Account	Title	Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
		Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-52130-120	GENEVA LAKE ENVIRONMENTAL AGCY (E)	35,000	35,000	40,000	45,000	45,000	45,000	0
100-52130-130	GENEVA LAKE LAW ENFORCEMENT (E)	63,000	73,000	73,000	75,000	75,000	75,000	0
100-52130-140	SIREN MAINTENANCE (E)	0	0	0	0	0	0	0
100-52130-150	EMERGENCY MANAGEMENT (E)	2,075	2,066	2,029	1,200	1,200	1,200	0
	GENEVA LAKE	128,360	139,497	145,346	154,200	152,920	152,920	0
100-52320-106	FIRE DEPT OFFICER PAY (E)	23,221	17,979	22,585	25,700	22,699	22,699	0
100-52320-107	FIRE DEPT MEETING PAY (E)	2,961	2,367	3,206	3,700	1,938	1,938	0
100-52320-108	FIRE DEPT DRILL PAY (E)	9,400	13,466	8,835	10,260	6,691	6,691	0
100-52320-109	FIRE DEPT CALLS PAY (E)	16,472	13,302	15,136	16,000	7,470	7,470	0
100-52320-110	FIRE/RESCUE UNEMPLOYMENT (E)	0	100	0	100	100	100	0
100-52320-120	FIRE DEPT TRAINING PAY (E)	3,876	2,592	596	1,250	500	500	0
100-52320-121	FIRE DEPT FICA (E)	4,025	3,818	3,708	4,350	2,968	2,968	0
100-52320-122	FIRE DEPT RETIREMENT (E)	1,016	869	818	850	1,400	1,400	0
100-52320-130	FIRE DEPT IT (E)	1,413	1,891	991	1,200	1,500	1,500	0
100-52320-150	FIRE DEPT REPAIRS/MAINT (E)	13,337	13,559	15,028	16,000	16,000	16,000	0
100-52320-160	FIRE DEPT SUPPLIES (E)	4,784	6,114	6,151	6,500	6,500	6,500	0
100-52320-170	FIRE DEPT GAS (E)	5,263	5,188	1,260	5,300	5,300	5,300	0
100-52320-171	FIRE DEPT ELECTRIC (E)	1,873	2,220	2,447	2,000	2,000	2,000	0
100-52320-173	FIRE DEPT WATER & SEWER (E)	587	628	621	800	800	800	0
100-52320-180	FIRE DEPT FUEL (E)	1,871	1,349	1,428	1,000	1,000	1,000	0
100-52320-190	FIRE DEPT TRAINING/CONFERENCES (E)	734	209	759	1,000	1,000	1,000	0
100-52320-200	FIRE DEPT TELEPHONE (E)	11,151	8,952	4,093	3,500	3,500	3,500	0
	FIRE DEPARTMENT	101,984	94,602	87,661	99,510	81,366	81,366	0
100-52340-106	DIVE TEAM OFFICER PAY (E)	900	600	0	960	989	400	(589)
100-52340-107	DIVE TEAM MEETING PAY (E)	36	0	28	640	659	0	(659)
100-52340-108	DIVE TEAM DRILL PAY (E)	285	0	155	0	0	100	100
100-52340-121	DIVE TEAM FICA (E)	76	52	5	130	134	30	(104)

05/27/2026 DRAFT AMENDMENT #1									
		2022	2023	2024	2025	2026	2026	2026 Amend vs	
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted	
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff	
100-52340-145	DIVE TEAM TANK MAINTENANCE (E)	853	2,997	1,206	4,260	4,260	1,800	(2,460)	
100-52340-146	DIVE SUIT EXPENSE (E)	0	0	0	0	0	0	0	
100-52340-150	DIVE TEAM REPAIRS/MAINT (E)	1,076	30	166	300	150	0	(150)	
100-52340-190	DIVE TEAM TRAINING (E)	890	1,250	0	800	2,000	0	(2,000)	
	DIVE TEAM	4,116	4,929	1,559	7,090	8,192	2,330	(5,862)	
100-52360-106	RESCUE DEPT OFFICER PAY (E)	6,838	7,478	3,709	5,400	5,900	5,900	0	3% COLA
100-52360-107	RESCUE DEPT MEETING PAY (E)	711	738	465	700	700	700	0	3% COLA
100-52360-108	RESCUE DEPT TRAINING PAY (E)	2,529	3,340	1,575	1,000	1,700	1,700	0	3% COLA
100-52360-109	RESCUE DEPT CALLS PAY (E)	5,139	3,740	4,751	4,000	2,000	2,000	0	Captain Gluth added \$1,000
100-52360-110	RESCUE DEPT UNEMPLOYMENT (E)	0	577	276	0	0	0	0	
100-52360-120	RESCUE DEPT STIPEND PAY	384	960	0	0	0	0	0	
100-52360-121	RESCUE DEPT FICA (E)	1,271	1,343	522	900	800	800	0	3% COLA
100-52360-122	RESCUE DEPT RETIREMENT (E)	12	160	9	100	100	100	0	
100-52360-130	RESCUE DEPT IT EXPENSE (E)	266	77	274	300	350	350	0	
100-52360-150	RESCUE DEPT REPAIRS/MAINT (E)	1,129	176	0	0	0	0	0	
100-52360-160	RESCUE DEPT SUPPLIES (E)	6,057	6,273	706	200	800	800	0	
100-52360-170	RESCUE DEPT INTERGOVT AGMNT	232,378	0	0	0	0	0	0	
100-52360-180	RESCUE DEPT FUEL (E)	1,355	859	807	300	0	0	0	
100-52360-190	RESCUE DEPT TRAINING (E)	450	600	0	500	1,500	1,500	0	
100-52360-200	RESCUE DEPT TELEPHONE (E)	623	1,948	1,040	600	1,200	1,200	0	
	RESCUE DEPARTMENT QUARTERS	NA	NA	NA	0	50,000	28,000	(22,000)	2026 Budget = \$50,000
	RESCUE DEPT	259,140	28,269	14,134	14,000	65,050	43,050	(22,000)	
100-53100-160	BLDG INSP SUPPLIES (E)	1,772	342	716	500	500	500	0	
100-53100-210	ZONING INSPECTION CONTRACT (E)	24,053	23,747	18,497	25,000	22,000	22,000	0	
100-53100-211	BLDG INSPECTION CONTRACT (E)	95,789	153,523	168,888	93,600	249,000	249,000	0	75% of 2026 budgeted revenues
100-53100-215	CODE ENFORCEMENT CONTRACT (E)	31,944	31,198	48,540	33,000	70,000	70,000	0	
100-53100-220	STR ENFORCEMENT CONTRACT (E)	372	6,778	5,145	7,000	9,100	9,100	0	
	BUILDING, ZONING	153,931	215,587	241,786	159,100	350,600	350,600	0	
	GEN FUND - PUBLIC SAFETY TOTAL:	1,716,192	1,588,163	1,734,787	1,746,732	2,021,847	2,001,985	(19,862)	
100-54100-110	DPW ADMIN WAGES (E)	38,279	39,796	45,335	47,500	47,740	47,740	0	3% COLA
100-54100-121	DPW ADMIN FICA (E)	2,587	2,592	2,929	3,600	3,652	3,652	0	3% COLA
100-54100-122	DPW ADMIN RETIREMENT (E)	2,844	2,951	3,106	3,300	3,437	3,437	0	3% COLA

05/27/2026 DRAFT AMENDMENT #1									
EXPENDITURES	Title	2022	2023	2024	2025	2026	2026	2026 Amend vs	
		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted	
Account		Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff	
100-54100-123	DPW ADMIN HEALTH & DENTAL INSURANCE (E)	9,137	9,534	10,285	12,600	13,267	13,267	0	Employer Reduction from 88% to 86%
100-54100-124	DPW ADMIN LIFE INSURANCE (E)	0	0	0	100	91	91	0	
100-54100-127	DPW HSA FUNDING (E)	2,500	3,125	2,500	2,500	2,500	2,500	0	
100-54100-300	ENGINEERING (E)	9,371	7,476	1,098	6,000	9,000	9,000	0	
	ADMIN & ENGINEERING	64,717	65,473	65,252	75,600	79,688	79,688	0	
100-54310-110	STREETS WAGES (E)	87,510	95,843	97,909	89,500	90,755	90,755	0	3% COLA
100-54310-112	STREETS OT WAGES (E)	2,215	3,317	2,772	1,700	2,000	2,000	0	
100-54310-113	STREETS DBL OT WAGES (E)	1,355	2,832	1,770	3,700	2,000	2,000	0	
100-54310-115	STREETS DEPT UNEMPLOYMENT (E)	0	0	0	0	0	0	0	
100-54310-121	STREETS FICA (E)	6,655	7,471	7,574	7,000	7,064	7,064	0	3% COLA
100-54310-122	STREETS RETIREMENT (E)	6,250	6,606	6,415	6,400	6,418	6,418	0	3% COLA
100-54310-123	STREETS HEALTH & DENTAL INSURANCE (E)	19,503	17,453	15,658	19,400	21,333	21,333	0	Employer Reduction from 88% to 86%
100-54310-124	STREETS LIFE INSURANCE (E)	255	272	232	250	341	341	0	
100-54310-125	STREETS UNIFORMS (E)	2,446	1,146	974	2,500	1,500	1,500	0	
100-54310-127	STREETS HSA FUNDING (E)	5,019	5,901	3,504	4,200	4,167	4,167	0	
100-54310-150	STREETS EQUIP REPAIRS/MAINT (E)	26,560	24,965	31,720	25,000	25,000	25,000	0	
100-54310-160	STREETS SUPPLIES (E)	3,510	5,441	6,375	6,500	6,500	6,500	0	
100-54310-170	STREETS GAS (E)	3,603	3,906	3,106	4,000	4,000	4,000	0	
100-54310-171	STREETS ELECTRIC (E)	6,209	5,372	5,418	6,000	6,000	6,000	0	
100-54310-173	STREETS WATER & SEWER (E)	676	718	710	900	900	900	0	
100-54310-175	STREETS ROAD MAINTENANCE (E)	24,244	4,052	25,265	25,000	30,000	30,000	0	
100-54310-180	STREETS FUEL (E)	13,285	11,230	11,966	9,500	9,500	9,500	0	
100-54310-190	STREETS TRAINING (E)	336	860	1,740	1,500	1,500	1,500	0	
100-54310-200	STREETS TELEPHONE (E)	579	1,281	455	500	600	600	0	
100-54310-280	SNOW/ICE CONTROL MATERIALS (E)	16,892	15,547	7,625	17,500	17,500	17,500	0	
100-54310-281	TRAFFIC SIGNS/MARKINGS (E)	2,363	1,938	1,503	2,000	2,000	2,000	0	
100-54310-282	HIGHWAY STRIPING/MARKING (E)	0	2,010	0	1,000	1,000	1,000	0	
100-54420-000	STREET LIGHTING (E)	34,918	41,817	37,592	37,000	40,000	40,000	0	
	STREETS	264,380	259,976	270,284	271,050	280,077	280,077	0	

05/27/2026 DRAFT AMENDMENT #1								
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EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-54710-000	REFUSE COLLECTIONS (E)	163,891	154,715	144,750	167,600	172,628	172,628	0
	GEN FUND - PUBLIC WORKS:	492,988	480,164	480,286	514,250	532,392	532,392	0
100-55210-110	REC DEPT WAGES (E)	77,839	99,664	90,067	122,000	129,500	129,500	0
100-55210-121	REC DEPT FICA (E)	6,022	7,603	6,738	9,300	9,486	9,486	0 3% COLA Placeholder + shift from Rec Athletics to Wages
100-55210-122	REC DEPT RETIREMENT (E)	4,085	4,239	4,205	5,300	5,500	5,500	0 3% COLA Placeholder
100-55210-123	REC DEPT HEALTH & DENTAL INSURANCE (E)	7,087	6,752	7,137	10,000	11,200	11,200	0 3% COLA Placeholder
100-55210-124	REC DEPT LIFE INSURANCE (E)	54	46	54	80	80	80	0 Employer Reduction from 88% to 86%
100-55210-127	REC DEPT HSA FUNDING (E)	2,500	2,917	2,292	2,500	2,500	2,500	0
100-55210-130	REC DEPT TECHNOLOGY/IT (E)	2,032	846	1,220	2,200	2,100	2,100	0
100-55210-143	FACILITY MAINTENANC/EQUIPMENT (E)	5,000	275	1,251	6,000	8,500	8,500	0
100-55210-150	REC DEPT REPAIRS/MAINTENANCE	0	2,351	230	0	0	0	0
100-55210-160	REC DEPT SUPPLIES/MATERIALS (E)	1,833	3,110	1,523	2,500	2,500	2,500	0
100-55210-161	REC DEPT MARKETING/PROMOTION (E)	0	0	0	4,000	3,000	3,000	0
100-55210-190	REC DEPT TRAINING (E)	1,282	507	110	1,750	1,200	1,200	0
100-55210-200	REC DEPT TELEPHONE	1,079	1,034	1,668	0	0	0	0
100-55210-210	REC DEPT PUBLICATIONS	0	3,113	3,033	0	0	0	0
100-55210-220	REC DEPT SOFTWARE/SUBSCRIPTION (E)	0	0	0	1,500	2,000	2,000	0
100-55210-270	REC DEPT ATHLETIC PROGRAM EXP (E)	3,000	2,840	3,444	20,000	9,200	9,200	0
100-55210-271	REC DEPT BASEBALL EXPENSES	8,169	6,788	7,892	0	0	0	0
100-55210-273	REC DEPT ADULT FITNESS	1,430	416	57	0	0	0	0
100-55210-275	REC DEPT PROGRAM EXPENSES (E)	8,609	9,084	13,290	16,000	16,000	16,000	0
100-55210-279	REC DEPT DONATION/SPONSORSHIP (E)	4,968	745	999	0	1,000	1,000	0
100-55210-280	KAYAK/PADDLEBOARD EXPENSE (E)	789	837	496	2,000	1,600	1,600	0
100-55210-281	RECREATION MISC EXPENSE (E)	0	0	0	1,000	0	0	0
	GEN FUND - RECREATION	136,747	153,736	146,178	208,130	209,116	209,116	0
100-55410-110	PARKS WAGES (E)	42,273	47,041	53,286	64,000	65,219	65,219	0
100-55410-112	PARKS OT WAGES (E)	749	1,755	986	550	700	700	0 3% COLA Placeholder
100-55410-113	PARKS DBL OT WAGES (E)	328	1,782	593	0	550	550	0 3% COLA Placeholder
100-55410-115	PARKS CONTRACT LABOR (E)	10,414	6,353	10,802	10,000	10,000	10,000	0 3% COLA Placeholder
100-55410-120	PARKS UNEMPLOYMENT (E)	480	288	0	0	0	0	0
100-55410-121	PARKS FICA (E)	3,232	3,878	4,061	4,900	5,030	5,030	0
100-55410-122	PARKS RETIREMENT (E)	2,414	2,717	2,428	2,500	2,496	2,496	0 3% COLA Placeholder
100-55410-123	PARKS HEALTH & DENTAL INSURANCE (E)	9,121	8,612	10,206	12,500	13,788	13,788	0
100-55410-124	PARKS LIFE INSURANCE (E)	85	22	160	170	282	282	0 Employer Reduction from 88% to 86%
100-55410-125	PARKS UNIFORMS (E)	2,077	686	598	2,000	1,500	1,500	0
100-55410-127	PARKS HSA FUNDING (E)	3,314	3,404	3,163	2,500	2,500	2,500	0
100-55410-148	TENNIS COURT MAINTENANCE (E)	579	0	0	2,000	2,000	2,000	0
100-55410-150	PARKS REPAIRS/MAINT (E)	17,388	14,033	20,472	19,000	19,000	19,000	0
100-55410-160	PARKS SUPPLIES (E)	1,667	926	1,764	1,500	1,800	1,800	0
100-55410-170	PARKS GAS (E)	3,993	4,328	833	4,500	3,500	3,500	0

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		2022	2023	2024	2025	2026	2026	2026 Amend vs
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-55410-171	PARKS ELECTRIC (E)	6,998	8,736	7,765	8,000	8,000	8,000	0
100-55410-173	PARKS WATER & SEWER (E)	3,235	4,044	3,371	3,740	3,500	3,500	0
100-55410-180	PARKS FUEL (E)	12,391	7,970	9,215	7,500	6,000	6,000	0
	PARKS	120,737	116,572	129,705	145,360	145,864	145,864	0
100-55411-110	LAKEFRONT WAGES (E)	113,648	104,162	107,320	86,000	81,819	81,819	0
100-55411-112	LAKEFRONT OT WAGES (E)	5,083	6,813	68	0	0	0	0 3% COLA Placeholder
100-55411-121	LAKEFRONT FICA (E)	9,083	8,565	8,221	6,800	6,183	6,183	0 3% COLA Placeholder
100-55411-125	LAKEFRONT UNIFORMS (E)	0	0	0	500	500	500	0 3% COLA Placeholder
100-55411-130	LAKEFRONT IT (E)	1,559	475	269	600	2,500	2,500	0
100-55411-150	LAKEFRONT REPAIRS/MAINT (E)	9,414	5,803	5,199	8,000	8,000	8,000	0
100-55411-153	LAKEFRONT PIER REPAIRS (E)	78,902	63,826	80,142	70,000	85,000	85,000	0
100-55411-154	LAKEFRONT PIER INSTALLATION (E)	98,044	105,640	124,133	125,000	136,000	136,000	0
	LAKEFRONT PIER REPLACEMENT FUND TRANSFER OUT	0	0	0	0	25,000	25,000	0 Need new account #
100-55411-160	LAKEFRONT SUPPLIES (E)	13,636	11,877	12,333	11,000	14,500	14,500	0
	LAKEFRONT BOAT LAUNCH KIOSK	0	0	0	0	21,000	21,000	21,000 Offset by 2025 Boat Launch Surplus
100-55411-171	LAKEFRONT ELECTRIC (E)	0	0	0	0	0	0	0
100-55411-200	LAKEFRONT TELEPHONE (E)	911	919	926	1,000	1,000	1,000	0
100-55412-000	GENEVA LK LEVEL CORP (E)	0	3,000	0	4,400	4,400	4,400	0
100-55412-000	ENHANCEMENT COMMITTEE (E)	427	355	555	800	500	500	0
100-56120-000	HOLIDAY DECORATION SUPPLIES (E)	1,112	723	388	1,500	1,500	1,500	0
100-56130-000	TREE ENHANCEMENT (E)	6,590	9,933	9,558	8,500	8,500	8,500	0
100-56420-190	HORVATH PROPERTY EXPENSE (E)	716	1,059	163	1,000	1,000	1,000	0
	LAKEFRONT	339,125	323,149	349,274	325,100	376,402	397,402	21,000
100-57000-000	OPERATING TRANSFER OUT	142,697	0	0	0	0	0	0
100-57921-142	BANK SERVICE CHARGES AND FEES	0	0	50	0	300	300	0
100-57921-150	LATE FEES, PENALTIES, INTEREST	0	191	40	0	50	50	0
100-59000-000	OPERATING TRANSFER	0	12,800	0	0	0	0	0
	MISC	142,697	12,991	90	0	350	350	0
	GEN FUND - PARKS, LAKEFRONT & MISC	602,559	452,712	479,069	470,460	522,615	543,615	21,000

05/27/2026 DRAFT AMENDMENT #1								
		2022	2023	2024	2025	2026	2026	2026 Amend vs
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
	GENERAL FUND - REVENUES:	3,459,664	3,750,963	3,976,242	3,735,274	4,101,256	4,117,194	15,938
	GENERAL FUND - EXPENSES:	3,715,742	3,525,809	3,722,807	3,713,774	4,101,256	4,117,194	15,938
	GENERAL FUND - TOTAL:	(256,078)	225,154	253,436	21,500	0	0	0

**Community Service Officer
Village of Williams Bay Police Department**

**Varied shift hours as assigned by the Department
Immediate Supervisor – On-duty Supervisor**

Purpose of Position

This is a non-sworn uniformed civilian position supporting basic law enforcement operations. Community Service Officers handle minor non-emergency calls such as animal complaints, code and zoning,, traffic control (accident scenes, road hazards, etc), found property, and enforce animal/parking/burning-Ordinances. Community Service Officers assist sworn Police Officers at special events. Community Service Officers are also required to perform first responder duties and provide basic emergency medical service. Duties are performed under general supervision of the on-duty supervisor. The Community Service Officer will also work with Code Enforcement for monitoring and reporting construction and other code enforcement issues to the Village Code Enforcement Department

Summary of Position

The Community Service Officer shall be appointed by the Chief of Police subject to the approval of the Village Board and shall be directly accountable for his or her actions and performance to the on-duty supervisor.

Essential duties and responsibilities Operate, with proficiency, all equipment as related to the Community Service Officer position.

- Enforce parking regulations.
- Complete all paperwork, and documents necessary to the Community Service Officer position, including, but not limited to, citizen contact forms, victim information sheets, juvenile forms, and parking citations.
- Notify parents/guardians of juveniles involved in mischief or those taken into custody.
- Conduct building and premise security inspections.
- Miscellaneous duties where a sworn police officer is not needed.
- Be able to provide essential first aid and cardiopulmonary resuscitation.

- Maintain regular, punctual and predictable attendance.
- Read manuals, policies and any other job-related documents relevant to the requirements of the Community Service Officer position.
- Brief supervisors about shift activities.
- Operate office equipment (fax, telephone, computer software, records management system and printer) to send/receive information.
- Other duties as assigned.

Qualifications of Position

- U.S. citizen, minimum age 18.
- Possess a valid driver's license.
- A high school diploma or general educational development equivalent.
- Ability to perform essential functions of the position and to use standard law enforcement booking room equipment.
- Must pass all required testing, interviews, and any other promotional requirements set by Department Policies and Procedures.

Date Approved by Village Board:

Date Posted:

Date Effective:

Village of Williams Bay, Walworth County

Request for Proposal (RFP) For Fire Services

The Village of Williams Bay is requesting a statement of qualifications and service proposal, including level of service and organizational census from the Williams Bay Fire Department, Delavan Township Fire Department and Village of Fontana Fire Department.

Background

The Village of Williams Bay is located in Walworth County in Southeast Wisconsin on the northerly shores of Geneva Lake. The Village's population is approximately 2,900 with summer seasonal population increasing 2-3 times. The Village encompasses roughly three (3) square miles and is located nearby to the Village of Fontana to the west and the Township of Delavan to the north. The Village operates under a 7-member Village Board form of government.

The Williams Bay Fire Department is a volunteer department that was established in 1948. The Williams Bay Fire Department is not a department of the Village but rather under Village Code the Department is officially recognized as the Fire Department serving the Village of Williams Bay, and the duties of firefighting and fire prevention in the Village are delegated to such Department. The Williams Bay Fire Department shall be responsible for the program of fire defense for the citizens and property within the Village of Williams Bay. Emergency Medical Services (EMS) are currently provided by contract through Fontana/EMS Williams Bay Rescue Squad, and, when requested, the Williams Bay Fire Department.

As being experienced throughout fire service, the Fire Department continues to experience reductions in volunteers and the Department has increasingly experienced difficulty maintaining an adequate number of trained firefighters to adequately respond to fire calls in a timely manner.

Purpose & Scope:

Overall, the purpose of this RFP is to provide information to the Williams Bay Village Board in regards to:

- Which of the Fire Departments, or a combination, should the Village of Williams Bay turn to for services in combination with or in lieu of the current volunteer department,
- How a "partnership" might be structured with another department.

The intent of this study is to obtain data of the staffing, practices, organizational structure, equipment & facilities of the fire departments in order to provide efficient delivery of fire services for serving the Village of Williams Bay. The successful department(s) shall provide detailed information and data from the department necessary for review, analyze and report on the condition, policies, procedures and capabilities of the department to serve as the Village of Williams Bay Fire Department.

Services to be provided:

The departments are asked to provide written responses and supporting information/data on the following topics which are briefly described below. Each objective has considerable depth and this outline is intended to illustrate the scope of information requested-not the breadth of the topic:

A. Governance & Oversight: Does the department a governance structure that will support expansion of services to cover Williams Bay?

The department's ability to provide an efficient, effective and transparent leadership structure and administrative procedures to ensure that resources are used in the best manner possible. Provide the department's leadership structure and confirm how the department has sufficient resources to ensure department cohesiveness, teamwork and effectiveness:

B. Organizational Structure: Does the Department organizational structure provide adequate structure to cover Williams Bay? Detail the department's organizational model (including span of control) ensuring that it is consistent with generally accepted management principles and will foster effective operations;

C. Level of service: Does the Department have adequate staff to cover Williams Bay? Provide staffing levels to ensure that the department sufficiently meets the requirements to provide effective fire protection service;

D. Professional/Paid-on call/Volunteer: Does the Department have a staffing model that appears capable of providing services to Williams Bay? Detail current staffing methods, numbers & distribution of personnel, include prior 5-years historical data. Confirm the ability to attract volunteer/paid on call firefighters and on-duty firefighters. Indicate if/when on-duty firefighters should be utilized to meet coverage requirements;

E. Future Growth: Confirm the departments ability to meet demand needs for future projected community growth in their existing service area as well as Williams Bay and their impact on fire protection needs;

F. Equipment/Vehicles: Provide detailed itemized list of the existing vehicles and equipment confirming that the department currently has sufficient resources to meet community needs and those of Williams Bay;

G. Facilities: Confirm fire station facility needs/deficiencies. Can the existing facilities, plus those in Williams Bay, provide adequate space;

H. Department Inventory: Provide the inventory list of all departmental equipment and supplies and inventory procedures of the Department;

I. Operations: Describe how the following operational items are accomplished effectively and efficiently by the department: inspections, training, emergency management and disaster planning, fire prevention, safety & risk management etc.;

- J. Implementation:** Provide a prioritized implementation strategy based on realistic timeline for completion. Include estimated costs associated.
- K. Fire Department:** The Village of Williams Bay Fire Department Fire Chief, Rescue Squad Captain Gluth, will be included in the evaluation process. Additional individual, group or department meetings will be at the Village’s discretion. The scope of the discussions will also be at the Village’s discretion;
- L. Police Department:** It is expected that the Williams Bay Police Chief will be involved who routinely interact with the fire department to gain insights on service needs;
- M. Village Board:** The Village Protective Services Committee will lead the selection process with support by the Village Finance and Personnel Committee in making recommendations to the Village Board in the selection process. The scope of the Village Committees and Board’s involvement (i.e. group meetings, individual interviews, etc.) will be at their discretion;

Calendar of events:

Activity:	Date:
<i>Proposals due</i>	<i>Friday April 24, 2026</i>
<i>Committee Review/Department Interviews</i>	<i>Week of April 27, 2026</i>
<i>Committees Recommendation</i>	<i>Monday, May 4, 2026</i>
<i>Village Board department selection</i>	<i>Monday, May 18, 2026 (Tentative)</i>

*The Village recognizes these dates may need to change based on the scope of submittals and reviews.

Terms and Conditions for making proposal:

- A. Inquiries from departments:** Questions regarding this request for proposals should be directed to Administrator David Lothspeich Village of Williams Bay @ 262-245-2700 or admin@vi.williamsbay.wi.gov
- B. Cost incurred in responding:** All costs, directly or indirectly related to the preparation of a proposal, including any oral presentations required to supplement and/or clarify a proposal, shall be the sole responsibility of the department
- C. Response instructions:** One (1) digital copy of the proposal should be emailed in PDF format bearing the name and address of the respondent and subject line “RFP for the Village of Williams Bay Fire Department” along with 10 hard copies.

Proposals are to be emailed and hard copies mailed to:

*David Lothspeich, Administrator
 Village of Williams Bay 250 Willams Street
 PO Box 580
 Williams Bay, WI 53191
 E-mail: admin@vi.williamsbay.wi.gov
 Phone: 262-245-2700*

Proposals must be submitted by Friday, April 24, 2026 at 4:00 p.m. The Village of Williams Bay shall not be responsible for late delivery of the proposals under any conditions.

- D. Proposal Acceptance Period:** It is understood that, upon submission of the proposal, the fees proposed will be valid for a period of ninety (90) days.

Proposal format:

Overview of required sections:

1. Cover letter:

The cover letter should contain the name of the proposing department, the address of the department, and the contact individual (s) authorized to answer technical, price, and contract questions; including respective contact information.

2. Department background and statement of staff experience:

Identify the key personnel of the department who will be assigned to this project. Describe the organization of the staff team that would service the Village. Provide a listing of the management level members of the staff team.

Include name, title, length of service with the firm, biography, education level, and professional achievement and/or certification of any staff that will assist with the project. This section should include the range of services previously performed by the department, and the department's background in providing these services to municipal entities.

3. Scope of required services:

Describe how the department will cover services outlined in the "Service to be provided" section

4. References:

List a minimum of five (5) municipal references. Provide a contact person and telephone number for each reference. Include services provided to these governmental references.

5. Cost proposal(s):

Cost of service quotes should be included for all required components referenced above, detailing all costs associated with the services to be provided. Proposal should include payment terms.

Award of contract:

The Village of Williams Bay will award the services in a manner that will obtain the highest quality of services at the most competitive price. The Village reserves the right to negotiate or reject any and all proposals. Proposals will be evaluated by using the following criteria:

1. Experience in providing the requested services;
2. Compliance with specifications as outlined in the "Proposal Format" section of this request for proposal;
3. Proposed cost of service;
4. Reference checks.

Please note that no formal opening of the proposals will take place. Proposals will be evaluated and the successful department will be contacted subsequent to Village approval.

General terms and conditions

Indemnification: The department shall indemnify, defend and hold harmless the Village of Williams Bay, its officers, agents, employees, representatives and assigns, from lawsuits, actions, costs (including attorney's fees), claims or liabilities of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of any act or omission, neglect or misconduct of said contractor, its officers, agents and/or employees arising out of, or in the performance of any of the provisions of the contract, including any claims or amounts recovered for any infringement of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act" or any other law, ordinance, order or decree.

The Village reserves the right to reject any or all proposals, waive formalities, and select the department that best meets the needs of the Village and its employees. The Village reserves the right to request additional information during the evaluation period.

Distribution List:

Village of Williams Bay Administrator and Fire Department Chief

Town of Delavan Administrator and Fire Department Chief

Village of Fontana Administrator and Fire Department Chief

Fire Services Proposals -- April 2026

Town of Delavan

	1	2	3
Existing Fire/Rescue/ Dive Expenses	\$154,608	\$154,608	\$154,608
EMS Expense (budgeted)			\$1,047,644
Delavan Charge	\$325,810	\$319,805	\$194,123
Subtotal	\$480,418	\$474,413	\$1,396,375
Rescue/Dive Remains			
2% Dues Retained by WB	\$45,000	\$45,000	\$45,000
Total	\$435,418	\$429,413	\$1,351,375
Add to Budget	\$325,810	\$319,805	\$194,123

Option 1: Fire and EMS Services provided by Delavan using Delavan ambulance

Option 2: Fire and EMS Services provided by Delavan using WB Ambulance

Option 3: Fire Services Only. Continue to use Fontana for EMS

Assumptions:

That WB Fire, Rescue and Dive Departments continue to exist

In Options 1 and 2 would have to negotiate our way out of existing EMS agreement with Fontana

Fire Services Proposals -- April 2026

Village of Fontana

	Options				
	1	2	3a	3b	3c
Existing Fire/Rescue/Dive Expenses	\$154,608	\$0	\$0	\$0	\$0
EMS Expense (budgeted)	\$1,047,644	\$1,047,644	\$1,047,644	\$1,047,844	\$107,644
Fontata Fire Charge	\$123,513	\$135,775	\$141,501	\$177,467	\$239,686
Subtotal	\$1,325,765	\$1,183,419	\$1,189,145	\$1,225,311	\$347,330
Delete Rescue/Dive	\$73,182	\$0	\$0	\$0	\$0
2% Dues (revenue retained by WB)	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Total	\$1,207,583	\$1,138,419	\$1,144,145	\$1,180,311	\$302,330
Add to budget	\$50,331	-\$18,833	-\$13,107	\$22,859	\$85,078

Option 1: Fontana supplements WB as current

Option 2: Fontana provides WB Fire services from Fontana Stations

Option 3a: Fontana provides WB fire services from WB Station

Option 3b: Fontana provides WB fire services from WB station, increased staffing

Option 3c: Fontana provides WB fire services from WB station, increased staffing

Assumptions

WB fire, rescue and dive expenses are eliminated

**INTERGOVERNMENTAL AGREEMENT
VILLAGE OF FONTANA
AND
VILLAGE OF WILLIAMS BAY**

This Agreement entered into on March 10, 2025 between the Village of Fontana-on-Geneva Lake, Walworth County, Wisconsin, a Wisconsin municipal corporation (Fontana), and the Village of Williams Bay, Walworth County, Wisconsin, a Wisconsin municipal corporation (Williams Bay), also collectively referred to as "the Parties," both of which are created and existing under Chapter 61 of the Wisconsin Statutes.

RECITALS

A. WHEREAS, Fontana and Williams Bay did previously enter into an Intergovernmental Agreement for ambulance and Emergency Medical Services dated May 1, 2022 and later amended on July 26, 2023; and

B. WHEREAS, Fontana and Williams Bay wish to enter into a new, successor Intergovernmental Agreement pursuant to which Fontana will provide ambulance and Emergency Medical Services for Williams Bay.

NOW, THEREFORE, in consideration of the above Recitals which are incorporated as a part of this Agreement and the mutual covenants contained herein, the Parties agree as follows:

1. PURPOSE. The purpose of this Agreement is to provide adequate ambulance and emergency medical services for all persons within Williams Bay by means of the Fontana EMS. It is the belief of the Parties that ambulance and emergency medical services within Williams Bay can best be provided through this Agreement on a fair and cost-efficient basis; and that this Agreement will serve the interests of Fontana by the provision of additional resources to the Fontana EMS by Williams Bay as described herein.

Furthermore, the Parties enter into this Agreement for the purpose of establishing a cost effective, coordinated, uniform delivery system for the provision of emergency medical services to individuals within the Village of Fontana and the Village of Williams Bay and for the purpose of determining the roles and responsibilities of each of the Parties and for determining the sharing of costs and/or fiscal responsibility for the provision of those services described in this Agreement.

2. AUTHORIZATION. This Agreement is entered into pursuant to the authorization granted under Sections 61.34 and 66.0301, Wis. Stats.

3. DEFINITIONS

For purposes of this Agreement, the following terms shall have the meanings set forth herein:

- a. "Emergency medical technician or EMT" shall have the meaning set forth in sec. 256.01(6) of the Wisconsin Statutes.
- b. "Advanced emergency medical technician or AEMT" shall have the meaning set forth in sec. 256.01(1k) of the Wisconsin Statutes.
- c. "EMS" shall mean Emergency Medical Services as defined by DHS 110.04(22) Wisconsin Administrative Code.
- d. "Full-time equivalent or FTE" shall represent a unit of measurement standardized to equal the number of hours worked by the typical full-time employee which is 49.8 hours per week.
- e. "Paramedic" shall have the meaning set forth in section 256.01(14) of the Wisconsin Statutes.

4. SERVICES PROVIDED. Fontana agrees to provide ambulance and emergency medical services at an EMT or greater level upon call to any and all persons in need of its services within the corporate boundaries of Williams Bay. The ambulance and EMS will be available 24 hours a day, seven days a week, unless said ambulance and EMS resources are already utilized or unavailable.

Fontana shall, in good faith, pursue and maintain an "automatic aid" agreement with one or more municipalities as necessary so as to provide additional coverage to all portions of Williams Bay. Fontana agrees to share copies of any automatic aid agreements and mutual aid agreements affecting Williams Bay on an annual basis or as may be requested.

5. **EQUIPMENT AND PERSONNEL.** In providing ambulance and emergency medical services, the ambulance will be properly approved and licensed by the necessary authorities. Fontana agrees to maintain its ambulance and equipment in good working order as required by state law. Fontana also agrees to obtain all necessary licenses for operation of the ambulance services. All EMT's and paramedics serving as ambulance attendants will be licensed by the State of Wisconsin.

6. **INSURANCE AND INDEMNITY.** Each Party shall maintain general liability insurance with a limit of not less than five million dollars per occurrence, with coverage extending to both general liability and errors and omissions coverage, for services performed pursuant to this Agreement. Each Party shall be responsible for its own cost and expense for said insurance. Each Party shall name and endorse the other Party and its representatives, agents and employees as an additional insured in such insurance policy. Each Party shall maintain and extend insurance to all equipment owned by each Party to the extent utilized in providing services pursuant to this Agreement. Proof of said insurance shall be provided on the effective date of the Agreement and annually thereafter.

To the extent of each Party's proportionate share of negligence, each Party to this Agreement shall indemnify and hold harmless the other and its respective officers, agents and employees, from and against all claims, suits, damages, losses, costs, expenses, judgments, and liabilities, including but not limited to reasonable attorney's fees, costs and expenses, arising out of or in connection with the Party's performance of or failure to perform this Agreement, provided that any such claim, suit, damage, loss, costs, expenses, judgments, or liabilities are attributable to bodily injury, sickness, disease or death, or to injury or destruction of tangible personal property, including the loss of use

resulting therefrom, that is caused in whole or in part by any act or omission of the Party, anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable. Except as expressly stated to the contrary herein, neither Party has any obligation to pay for any Party's legal defense costs prior to a final determination of each Party's liability or to pay any amount that exceeds the Party's finally determined percentage of liability based upon the comparative fault of the Parties and their employees, subcontractors, or anyone whose acts for which they may be legally liable.

Notwithstanding anything contained here into the contrary, neither Party to this Agreement waives the statutory limit on damages for which municipalities are liable or any defense of statutory immunity as provided by law.

7. BILLING. Fontana shall be responsible for billing and collecting all patient fees and charges at rates determined by Fontana. All fees and charges collected shall be retained by Fontana. On or before November 1 of each year, Fontana shall provide Williams Bay with a list of all charges for public service for the upcoming year. As to EMS services provided to the residents of Williams Bay, Fontana will not pursue collection of amounts for EMS charges that exceed the amount of health insurance available for said service to residents of Williams Bay. Fontana will not balance bill (insurance only billing) Williams Bay residents pursuant to the Office of Inspector General Advisory Opinion No. 06-07.

8. COMPENSATION. During the term of this Agreement, Williams Bay shall compensate Fontana for those costs set forth in Addendum "A" and Section 8.a herein (the "Costs"), as follows:

- a. The intent of Fontana is to employ a total of 14 FTE EMS personnel at all times. Fontana shall bill Williams Bay for half the cost of hiring and employing up to 14 EMT's, AEMT's or Paramedics; further, Williams Bay shall pay Fontana for half the cost of the Fontana Fire Chief, half the cost of the Fontana Deputy Fire Chief and half the cost of part-time EMS personnel beyond the initial fourteen FTE EMS

personnel; all said costs per this Section 8.a. are set forth more specifically in Addendum "A", attached hereto and incorporated herein by reference.

- b. Williams Bay shall lease one ambulance to Fontana which shall be provided with such equipment and accessories as determined necessary by the Chief of the Fire Department of Fontana. The lease shall be as set forth in Addendum "B" and Fontana shall remain the primary service provider. Williams Bay shall also be responsible for any costs associated with necessary repair or maintenance of the ambulance (not to include the cost of fuel). The ambulance will be located at a site to be determined by the Chief of the Fire Department of Fontana. If sufficient FTE EMS persons are on duty to staff two ambulances during daytime times, the Chief of the Fire Department of Fontana (or his/her designee) shall use his or her best efforts to ensure that one ambulance is located in Williams Bay unless operational needs require its presence elsewhere.
- c. All billings for Costs by Fontana for the items described in this paragraph 8 shall be submitted and invoiced not more often than monthly, in writing, to the Williams Bay Treasurer. Williams Bay shall pay such invoices within thirty (30) days of receipt of same.
- d. In the event of the non-payment or incomplete payment of compensation, as defined herein, owed by Williams Bay to Fontana within the time period called for by this Agreement, then Fontana may then provide written notice of delinquency to Williams Bay. Said written notice shall include a demand for payment in full within seven days. If the past due payment is not received in full by Fontana within seven days of said notice, then at any time thereafter Fontana may terminate this Agreement by written notice thereof to Williams Bay.

- e. If a dispute arises between the Parties as it relates to this Agreement, or the alleged breach thereof, and if the dispute cannot be settled through direct negotiation, the Parties agree to first try in good faith to settle the dispute by mediation administered by a jointly selected mediator. The Parties shall each pay half the costs billed by the mediator for mediation services.

Any controversy or claim arising out of or relating to this Agreement, or the alleged breach thereof, not resolved through mediation shall be settled by arbitration administered by a jointly selected arbitrator. The judgment on award rendered by the arbitrator shall be binding on the Parties and may be entered in any court having jurisdiction thereof. The prevailing Party in such an arbitration shall be awarded its costs and reasonable attorney's fees, including those fees incurred during mediation. The Parties shall each pay half the costs billed by the arbitrator for arbitration services.

- f. Payments from Williams Bay to Fontana shall continue in a timely manner "under protest" during the period of any dispute arising out this Agreement or services provided by this Agreement, subject to the final outcome of mediation or arbitration.
- g. Fontana shall share, on an equal basis, funds received from other contracting municipalities for EMS services, other than funds received for Administrative Fees, for Fire Services or expenses not listed in this Agreement in Addendum "A".

9. TERM. This Agreement will commence on January 1, 2025 and remain in effect for ten years until December 31, 2034, 2035.

If Fontana Terminates this Agreement prior to the end date provided in Section 9, then Fontana shall continue to perform the services set forth in this Agreement for up to another six months, and on

the same terms, for as to allow Williams Bay to obtain alternate EMS coverage. In addition, Fontana shall reimburse Williams Bay for its actual cost of obtaining new EMS coverage, including, but not limited to reasonable Attorney, Consultant and start up fees. Said reimbursement shall be capped at \$50,000.00.

If Williams Bay terminates this Agreement prior to the end of the term provided in Section 9, then Williams Bay shall pay Fontana for the "Costs" of any employees hired pursuant to Section 8. a. in excess of 9, up to a limit of 13, until the end of the Term or until the number of said employees is reduced to 9 or less through attrition, whichever occurs first.

Termination will be accomplished by the terminating Party providing written notice to the Clerk of the other Party. Such termination will become effective at the end of the calendar year in which the written notice is delivered, provided that if the written notice is not delivered to the Clerk of the other Party by June 30th of the calendar year at the end of which termination is directed, then the termination will not occur until the end of the following year.

10. **CONSULTATION AND REPORTS.** The Village Board of Fontana and the Village Board of Williams Bay agree to meet jointly not less than two times per year, with the first meeting prior to April 1st and the second meeting prior to September 1st of each year that this Agreement remains in place. The purpose of such meetings is to discuss the financial aspects of this Agreement prior to the establishment of the respective budgets of each Party.

a. Fontana shall provide Williams Bay with monthly reports containing details concerning EMS services provided to Williams Bay in the preceding month. Such reports shall be provided within twenty (20) days of the end of each month and will be submitted to the Williams Bay Clerk.

b. **Joint Emergency Services Committee.** There shall be established a Joint Emergency Services Committee ("Committee"). The purpose of the Committee is to provide review and comment regarding past, current and future fire and EMS budgets

and expenditures. All Committee members shall be entitled to vote. The Committee shall be comprised of the following members:

- (1) Two representatives appointed by Fontana;
- (2) Two representatives appointed by Williams Bay;
- (3) One representative appointed by any municipality contracting for EMS services from Fontana;
- (4) Fontana Fire Department Fire Chief or his or her designee.

The duties and membership of the Committee as set forth in this Agreement may be reviewed and amended by mutual agreement of the Parties.

The Committee shall meet not less than once annually and prior to October 15 each year. Additional Committee meetings may be held as needed. Committee meetings may be called at the request of any member municipality.

11. WILLIAMS BAY FIRE DEPARTMENT EMS PERSONNEL. Fontana agrees that Williams Bay Fire Department EMS personnel may have use of the ambulance and related equipment and accessories provided by Williams Bay to Fontana pursuant to paragraph 8.b. of this Agreement to provide EMS services during special activities occurring in Williams Bay such as athletic events, parades, events occurring in Village parks and other similar events. In that circumstance such EMS personnel shall be under the direction and supervision of the Fire Chief of the Williams Bay Fire Department. Should the Chief of the Fire Department of Fontana call upon Williams Bay Fire Department EMS personnel to assist Fontana EMS in Williams Bay, the Williams Bay EMS personnel shall provide such assistance under the direction and supervision of the Fire Chief of the Fire Department of Fontana. However, the Williams Bay personnel shall not be considered employees of Fontana and Williams Bay shall be responsible for all actions of said Williams Bay personnel as well as all benefits which may accrue to such Williams Bay personnel from providing such assistance.

12. MISCELLANEOUS.

- a. Non-assignability. This is a personal services agreement between Fontana and Williams Bay. Neither Party may assign any of the obligations or rights contained in this Agreement to any other party without the consent of the other Party to this Agreement.
- b. Amendment. This Agreement may be amended by the Parties only in a written document signed by the Parties.
- c. Interpretation. This Agreement must be interpreted and construed reasonably and neither for or against either of the Parties, regardless of the degree to which either of the Parties participated in its drafting. The Parties intend that the authority granted to them by Wis. Stats. sec. 66.0301 be interpreted liberally in favor of cooperative action.
- d. Public Record Law. The Parties to this Agreement agree to at all times cooperate with regard to Public Record Law requests as may be filed pursuant to Chapter 19 of the Wisconsin Statutes, including responding to each other with regard to individual record requests in a timely manner and without additional costs.
- e. HIPAA Compliance. The Parties to this Agreement shall carry out their obligations under this Agreement in compliance with the Privacy regulations set forth in Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996, as amended, in order to protect the privacy of personally identifiable protected information that is collected, processed or learned as a result of services provided pursuant to this Agreement.
- f. Notice. Any notice required to be given to either Party pursuant to this Agreement shall be provided as follows:

If notice is given to the Village of Fontana-on-Geneva Lake:

Attention Village Clerk, 175 Valley View Drive PO Box 200, Fontana, WI 53125

If notice is given to the Village of Williams Bay:

Attention Village Clerk, P.O. Box 580, Williams Bay, WI 53191

Notice shall be given either in person or by regular mail. If notice is given by regular mail, it shall be deemed received three calendar days from mailing.

- g. **Articles and Headings.** The Article and Headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement
- h. **Severability.** If any provision of this Agreement shall be held or made invalid by court, decision, statute or rule, or shall otherwise be rendered invalid, the remainder of this Agreement shall not be affected thereby.
- i. **Entire Agreement.** This Agreement and the Addenda attached hereto shall constitute the entire contract between the Parties to this Agreement, and no representation, inducement, promise, agreement, oral or otherwise, as it pertains to the obligations set forth in this Agreement shall be enforceable.
- j. **Authorization.** The Parties to this Agreement, as a material inducement to enter into this Agreement, do hereby represent that all approvals required by Wisconsin Law have been fulfilled and that this Agreement has been legally approved by each Party municipality.

ADDENDUM A

The "costs" to be billed by Fontana to Williams Bay shall be comprised of the following:

- 1) Those costs described in Section 8, herein.
- 2) The costs for hiring those persons described in Section 8 shall include:
 - a. Gross Salary
 - b. Employer paid taxes
 - c. Employer paid insurance including worker's compensation insurance
 - d. The Employer cost of all employee benefits, including but not limited to, health, dental and vision insurance, life insurance and pension
 - e. The cost of uniforms and that equipment provided by employer to employee
 - f. The cost of required employee training
 - g. The cost of required employee certification or recertification
 - h. The cost of disciplinary employees and post-employment costs or claims not based on employer misconduct
 - i. Software required to maintain EMS employees and services, including but not limited to; scheduling, patient care reporting, controlled substance medication tracking, Training, National Fire Incident Reporting System (NFIRS) reporting
 - j. Technology required to maintain EMS employees and services, including but not limited to; email licensing, Microsoft utilities, electronic Fire Station access
 - k. Overnight accommodations including but not limited to; resources & furnishing for bunk room,

day room, and kitchen/dining areas of the Fontana Municipal Building

- 3) Capital Purchases – Purchases of items needed to equip the Williams Bay ambulance.
- 4) Administration and Training – Williams Bay and Fontana shall make a good faith effort to support costs associated with EMS administrative and training facilities.
- 5) Administrative Fees – Annual administrative fees shall be billed independent of the operational and capital budget. Administrative fees will be shared equally among all municipalities contracting to be served by the Fontana Fire Department, including the Village of Fontana.

Total billed administrative fees shall be based on twenty percent of the most recent annual budgeted salaries and benefits for the Village of Fontana Administrator and fifteen percent of the most recent annual budgeted salaries and benefits Treasurer. (i.e. if split between three municipalities, each would contribute six and 2/3 percent for the Village Administrator expense and 5 percent of the Village Treasurer expense)

- 6) Reconciliation. At the end of each calendar year Fontana shall compare actual operating expenses to the annual budget and compare to the Williams Bay "costs" as paid by Williams Bay to Fontana per this Agreement for said calendar year. Fontana shall either reimburse the Village of Williams Bay for excess "costs" in the event actual expenses are less than annual budgeted expenses or bill the Village of Williams Bay for the deficiency in the event that actual expenses exceed the annual budget expenses.
- 7) The Parties agree to work together in good faith in order to reach agreement in the event that Williams Bay chooses to add fire protection services from Fontana.

ADDENDUM B

LEASE FOR AMBULANCE USE

This Lease Agreement (hereinafter "Agreement") is entered on July 26, 2023 by and between the Village of Fontana-on-Geneva Lake, Walworth County, Wisconsin, a Wisconsin municipal corporation (Fontana) and the Village of Williams Bay, Walworth County, Wisconsin, a municipal corporation (Williams Bay), together collectively referred to as "the Parties"

Recitals

- A. The Parties are lawfully organized and existing in municipalities under the Constitution and laws of the State of Wisconsin.
- B. Wisconsin Law provides that units of local government may contract among themselves to obtain or share services.

NOW, THEREFORE, in consideration of \$10 (ten dollars), the mutual agreement contained herein, and in consideration of the mutual obligation set forth in the current Intergovernmental Agreement between the Parties, and upon the further consideration of the recitals herein set forth, the Parties agree as follows below:

- 1. Ambulance Lease.** Williams Bay agrees to lease to Fontana an ambulance referred to as Village of Williams Bay 2022 Chevrolet Ambulance, and equipment related to the Ambulance (the "Ambulance"). Fontana shall re-stock the Ambulance with medical or other supplies used by Fontana for patient care. Fontana shall pay \$10 (ten dollars) as a first-year lease payment at the execution of this Agreement and said \$10 (ten dollar) lease shall be paid annually at renewal thereafter for its term.
- 2. Term and Termination.** The term of this Agreement shall begin on July 26, 2023 and

shall be consistent with the term outlined in the Intergovernmental Agreement Village of Fontana-on-Geneva Lake and Village of Williams Bay, originally effective May 1, 2022, as amended from time to time.

3. **Damage to Ambulance.** Fontana shall be responsible for any damage or destruction to the Ambulance when in use by Fontana.
4. **Insurance.** Fontana represents to Williams Bay that Fontana carries liability insurance in sufficient amounts to cover Fontana's use of the Ambulance as provided for by this Agreement.
5. **Hold Harmless.** To the extent permitted by law, Fontana shall save and hold harmless Williams Bay from and against all liabilities, claims, and demands of whatsoever kind of nature arising out of or connected with Fontana's use of the Ambulance and will defend at its own expense any actions against Williams Bay based thereon and shall pay all reasonable charges of attorneys and all reasonable costs and other expenses arising out of Fontana's own negligence or intentional misconduct.
6. **Notices.** All notices provided for in this Agreement to be given by either party to the other shall be delivered or mailed to the respective Village Hall, as the case may be. Unless otherwise provided, a notice shall be deemed to be received by a party (A) on the date of personal service; (B) five (5) calendar days after being sent by registered or certified mail, return receipt requested, postage prepaid, or (C) on the next business day if sent by overnight delivery service (such as Federal Express) with all fees prepared. Notice may be sent to a provided e-mail

address, however, notice sent via e-mail shall be followed by notice delivered by a method described in subsections (A)-(C), unless such additional notice is waived in writing by the party receiving the notice via e-mail. If notice is affected by e-mail, notice shall be deemed received on the date the receiving party provides written notification to the other party that a delivery

of notice by supplemental means is not required. Either party may change the designated contact by providing notice to the other party of the new information in accordance with this paragraph.

7. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. Delivery of an executed counterpart of a signature page to this Agreement by facsimile or email shall be as effective as delivery of a manually signed counterpart to this Agreement.
8. **Waiver.** No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the party giving such waiver. No such waiver shall be deemed a waiver of any subsequent breach or default of the same or similar nature.
9. **Severability.** If any part of this Agreement shall be held invalid for any reason, the remainder of this Agreement shall remain valid to the maximum extent permitted by law.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and first written above.

DATED: 4-8-2025, 2023:

VILLAGE OF WILLIAMS BAY

By: Will Dun

Attest: Jena Kooles

DATED: 3/17, ²⁰²⁵2023.

VILLAGE OF FONTANA-ON-GENEVA LAKE

By: Paul King

Attest: Genea Poome

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-37-26**

**A RESOLUTION GRANTING TEMPORARY “CLASS B” FERMENTED MALT BEVERAGE LICENSE TO
WILLIAMS BAY BUSINESS ASSOCIATION FOR FIESTA BY THE LAKE**

WHEREAS, on June 1, 2026 the Village of Williams Bay Protective Services Committee determined that it is in the best interests of the Village and its residents to recommend approval of the Special Permit Application for Temporary Class “B” Retailers License by the Williams Bay Business Association for Fiesta By The Lake on June 20, 2026; and

WHEREAS, the licensed outdoor beer garden area for fermented malt beverages will encompass portions of the Edgewater Park property that will be set up and operated within the perimeter fenced area with entry monitored and limited to individuals that are a minimum of 21 years old; and

WHEREAS, that licensed operators will be on the premises at all times to oversee the serving of alcohol; and

WHEREAS, as mandated by Village Code § 128-6. Liquor or Beer in Public Places. “No person shall carry any open can, bottle or other container of alcohol beverage or drink from the same upon any public walk, street, park or other public place in the Village except where a special permit is granted by the Village Board”; and

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to approve the recommended special permit application.

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

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

Section II: Approval. The President and Board of Trustees hereby approves the recommended application and authorizes the temporary retailers license, therefore.

Approved by the Village Board of the Village of Williams Bay this 1st day of June, 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

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

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

FEE \$ _____

Application Date: 05/13/2026

Town Village City of Williams Bay

County of Walworth

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

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

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

at the premises described below during a special event beginning 06/20/2026 and ending 06/20/2026 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

Bona fide Club

Church

Lodge/Society

Veteran's Organization

Fair Association or Agricultural Society

Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Williams Bay Business Association

(b) Address 60 Johnson Terrace, Williams Bay, WI 53191
(Street)

Town

Village

City

(c) Date organized 03/01/2003

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Rob Elliott

Vice President Leticia Green

Secretary Jim D'Allessandro

Treasurer Sam Asani

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

2518 Countryside Dr, Delavan, WI 53115

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

(a) Street number E Geneva Sreet, Williams Bay, WI 53191

(b) Lot Edgewater Park

Block _____

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

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Pavilion at Edgewater Park will be used. Along with bathrooms

3. Name of Event


(a) List name of the event Fiesta By The Lake

(b) Dates of event 06/20/2026

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

 5/13/2026
(Signature / Date)

Williams Bay Business Association

(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

**VILLAGE OF WILLIAMS BAY
RESOLUTION NO. R-38-26**

**A RESOLUTION GRANTING TEMPORARY “CLASS B” FERMENTED MALT BEVERAGE LICENSE TO
WILLIAMS BAY FIRE DEPARTMENT FOR THE 60th ANNUAL CHICKEN ROAST**

WHEREAS, on June 1, 2026 the Village of Williams Bay Protective Services Committee determined that it is in the best interests of the Village and its residents to recommend approval of the Special Permit Application for Temporary Class “B” Retailers License by the Williams Bay Volunteer Fire Department for the 60th Annual Chicken Roast on July 18, 2026; and

WHEREAS, the licensed outdoor beer garden area for fermented malt beverages will encompass portions of the Edgewater Park property that will be set up and operated within the perimeter fenced area with entry monitored and limited to individuals that are a minimum of 21 years old; and

WHEREAS, that licensed operators will be on the premises at all times to oversee the serving of alcohol; and

WHEREAS, as mandated by Village Code § 128-6. Liquor or Beer in Public Places. “No person shall carry any open can, bottle or other container of alcohol beverage or drink from the same upon any public walk, street, park or other public place in the Village except where a special permit is granted by the Village Board”; and

WHEREAS, the Village Board of the Village of Williams Bay, being fully advised in the premises, have determined that it is in the best interests of the Village and its residents to approve the recommended special permit application.

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

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

Section II: Approval. The President and Board of Trustees hereby approves the recommended application and authorizes the temporary retailers license, therefore.

Approved by the Village Board of the Village of Williams Bay this 1st day of June, 2026.

VILLAGE OF WILLIAMS BAY

By: _____
Adam Jaramillo, President

Attest: _____
Tina Kolls, Clerk

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

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

FEE \$ _____

Application Date: 5-25-2026

Town Village City of Williams Bay

County of Walworth

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

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning July 18, 26 and ending July 18, 26 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

- 1. Organization** (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Williams Bay Fire Department

(b) Address 5 E Geneva St. Williams Bay, WI 53191
(Street) Town Village City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Doug Smith

Vice President Sean McKean

Secretary Doug Swangren

Treasurer Jim Lovell

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

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

(a) Street number Edgewater Park - Williams Bay, WI

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event Williams Bay Fire Department Chicken Roast

(b) Dates of event 7-18-2026

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Jenny O'Neill-Stone Williams Bay Fire Dept.
(Signature / Date) (Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

2026 BUDGET AMENDMENT #1 SUMMARY

5/27/2026

	<u>2026 Budget</u>	<u>2026 Amend</u>	<u>Diff</u>	
Revenues				
Transfer In	69,684	85,814	16,130	
Expenditures				
	<u>Approved</u>	<u>Amendment 1</u>	<u>Diff</u>	
Boat Launch (Ventek)	0	21,000	21,000	Funded by Excess Boat Launch Revenue 2025
Admin Building Operating	0	14,800	14,800	8 months
CSO	0	8,000	8,000	Partial Season
EMS Quarters	50,000	28,000	(22,000)	6 months
Dive Team	8,000	2,330	(5,670)	
	58,000	74,130	16,130	

Admin Building Operating Expenses - Details (Total Included Above in Budget Amendment Summary)

<u>Expenditures</u>	<u>Approved</u>	<u>Amendment 1</u>	<u>Diff</u>	
Utilities	0	5,200	5,200	8 months
Water/Sewer	0	900	900	8 months
Janitorial	0	7,200	7,200	8 months
Maint + Supplies	0	1,500	1,500	8 months
	0	14,800	14,800	

5/27/2026	REVENUES	2022	2023	2024	2025	2026	2026	2026 Budget vs	
AMENDED #1		Prior Year 3	Prior Year 2	Prior Year 1		Approved	Amended #1	2025 Estimates	
Account	Title	Actual Audited	Actual Audited	Actual Audited	Budget	Budget	Budget	2025 Estimates	\$ DIFF
GENERAL FUND:									
100-41100	GENERAL FUND - PROPERTY TAX LEVY:	1,720,376	1,776,259	1,763,209	1,793,544	1,807,432	1,807,432	0	
100-41101	DELINQUENT PP TAX (R)	299	37	70	50	0	0	0	
100-41104	UTILITY TAX EQUIVALENT (R)	103,634	77,245	104,570	77,000	77,000	77,000	0	
100-41105	ROOM TAX (R)	63,022	72,273	85,941	75,000	75,000	75,000	0	
100-41106	CABLE FRANCHISE FEES (R)	53,112	50,765	49,108	51,000	48,000	48,000	0	
100-41110	MERCY PILOT (R)	55,774	55,813	57,583	56,000	60,794	60,794	0	2.5 CPI estimate
100-41111	WLC PILOT (R)	0	0	0	37,500	37,500	37,500	0	Flat annual amount, no CPI
100-41200	COUNTY AND MUNICIPAL AID (R)	0	0	0	30,600	0	0	0	Should be 100-42002
100-41204	SUPPLEMENTAL CTY & MUNICPL AID (R)	0	0	0	82,000	0	0	0	Should be 100-42002
	PD REFERENDUM PAYROLL 25 PAYBACK TO GF		NA	NA	24,850	0	0	0	Added to revenues, was in PD referendum expenditures
	GEN FUND - OTHER TAXES:	275,840	256,133	297,272	434,000	298,294	298,294	0	
100-42001	EXEMPT COMPUTER AID (R)	470	470	470	500	500	500	0	
100-42002	STATE SHARED REVENUE (R)	65,744	64,979	144,452	64,000	148,638	148,638	0	2025 Revised Estimate Per DOR 09152025 and 2026 Estimate Per DOR 0915202
100-42006	TRANSPORTATION AID (R)	191,204	204,452	208,415	210,000	210,000	210,000	0	2025 Per WI DOT Sheet
100-42007	POLICE TRAINING FROM STATE (R)	1,120	1,440	2,640	1,400	1,400	1,400	0	
100-42008	OTHER STATE AIDS (R)	18,165	24,475	16,465	24,000	5,000	5,000	0	
100-42009	POLICE GRANT FROM CTY (R)	7,195	3,065	8,488	3,000	3,000	3,000	0	
100-42010	POLICE SRO REVENUE (R)	66,455	67,452	29,406	67,000	68,000	68,000	0	1 xtra billing 2025, late for 2024
100-42011	POLICE GRANT FROM LWMMI	2,500	0	0	0	0	0	0	
100-42012	MISC GRANTS	0	0	306	0	0	0	0	2025 Tornado Grants
100-42013	POLICE FEDERAL/DOJ GRANTS	0	0	0	0	0	0	0	
100-42020	LAND USE CONVERSION FEES (R)	3,489	1,574	2,307	0	0	0	0	
100-42035	WEC SECURITY GOV SUBGRANT	600	0	0	0	0	0	0	
	GEN FUND - INTERGOVERNMENTAL:	356,941	367,908	412,949	369,900	436,538	436,538	0	

5/27/2026	REVENUES	2022	2023	2024	2025	2026	2026	2026 Budget vs	
AMENDED #1		Prior Year 3	Prior Year 2	Prior Year 1		Approved	Amended #1	2025 Estimates	
Account	Title	Actual Audited	Actual Audited	Actual Audited	Budget	Budget	Budget	\$ DIFF	
100-43001	LIQUOR/BEER LICENSE (R)	17,048	8,947	6,495	6,300	6,525	6,525	0	
100-43002	OPERATOR LICENSE (R)	2,560	3,860	2,510	2,200	2,700	2,700	0	
100-43006	BUILDING PERMITS (R)	88,365	111,812	136,432	80,000	290,000	290,000	0	\$90K Permit for Preserve Development
100-43007	ELECTRICAL PERMITS (R)	17,491	23,597	27,072	17,000	20,000	20,000	0	2024 total permits revenues = \$400,846, Expenses = \$168,888 (42%)
100-43008	PLUMBING PERMITS (R)	20,306	27,680	237,402	20,000	22,000	22,000	0	
100-43009	ROOM TAX PERMIT (R)	800	1,275	450	600	600	600	0	2024 Plumbing Permits?
100-43013	RENTAL PROP ADMIN (R)	20	30	0	0	0	0	0	2024 \$90K WLC Permit in Plumbing
100-43014	CIGARETTE LICENSE (R)	300	400	300	300	300	300	0	
100-43015	ZONING AND PLANNING FEES (R)	27,551	23,244	21,561	20,000	20,000	20,000	0	
100-43016	TREE PERMIT (R)	5,435	6,800	7,855	6,000	6,000	6,000	0	
100-43018	DOG LICENSE (R)	503	477	337	1,000	1,000	1,000	0	
100-43021	TOURIST ROOMING HOUSE PERMIT (R)	3,375	8,100	5,400	8,100	7,500	7,500	0	
100-43022	SHORT TERM RENTAL PERMIT (R)	19,368	27,550	27,175	19,000	25,000	25,000	0	
100-43025	TRANSIENT MERCHANT PERMIT (R)	0	1,000	400	150	400	400	0	
	GEN FUND - LICENSES & PERMITS:	203,121	244,772	473,388	304,650	402,025	402,025	0	
100-44040	POLICE GEN REVENUE (R)	354	4,475	312	250	250	250	0	
100-44043	POLICE ALARM PERMITS	0	0	10	0	0	0	0	
100-44049	SPECIAL ASSESSMENT LETTERS (R)	5,300	4,400	5,080	4,000	4,000	4,000	0	
100-44060	STREET OPENING PERMIT (R)	1,600	1,400	1,900	1,000	1,000	1,000	0	
100-44090	DONATION/SPONSORSHIP REVENUE (R)	0	0	500	6,000	7,000	7,000	0	Rec Dept
100-44092	RECREATION MISC REVENUE (R)	0	0	0	3,700	2,000	2,000	0	Rec Dept
100-44094	ATHLETIC PROGRAM REVENUE (R)	0	0	190	12,000	12,500	12,500	0	Rec Dept
100-44098	REC DEPT PROGRAM REVENUE (R)	1,238	922	770	15,000	12,000	12,000	0	Rec Dept
100-44100	BASEBALL/SOFTBALL REG FEES	7,795	6,765	6,795	0	0	0	0	
100-44101	REC DEPT EVENTS/TRIPS (R)	0	0	0	500	0	0	0	Rec Dept
100-44102	MISC REV REVENUE	3,833	3,499	3,431	0	0	0	0	
100-44103	SUMMER PROGRAM REVENUE	2,175	3,835	2,770	0	0	0	0	
100-44106	DONATION/SPONSORSHIP REVENUE (R)	2,450	1,950	3,000	0	0	0	0	
100-44107	FACILITY RENTAL REVENUE (R)	2,800	4,300	5,100	9,300	8,200	8,200	0	Rec Dept
100-44301	WATERWAY MARKERS (R)	6,309	6,629	6,321	6,300	6,300	6,300	0	
100-44620	LAKEFRONT/ShORE INCOME (R)	9,749	15,028	16,193	16,000	8,200	8,200	0	
100-44621	BEACH REVENUE (R)	94,681	103,569	59,349	85,000	85,000	85,000	0	
100-44622	LAUNCH REVENUE (R)	190,034	212,924	221,958	210,000	300,000	300,000	0	Full year increased launch rates
100-44623	HORVATH DRY STORAGE REVENUE (R)	24,231	24,257	25,217	25,300	25,300	25,300	0	
100-44625	TOWN OF LINN BEACH REVENUE (R)	16,380	15,120	11,340	15,000	14,000	14,000	0	
100-44630	KAYAK/PADDLEBOARD RENTAL FEES (R)	16,445	13,597	7,270	15,000	10,805	10,805	0	Rack \$126 to \$140 and Ramp \$315 to \$350. Rec Dept
	GEN FUND - CHARGES FOR SERVICES:	385,374	422,670	377,506	424,350	496,555	496,555	0	
100-45001	COURT FINE REVENUE (R)	33,452	32,215	33,048	26,000	7,500	7,500	0	
100-45002	PARKING TICKET REVENUE (R)	6,056	10,077	4,581	8,000	4,000	4,000	0	
	GEN FUND - FINES & FORFEITURES:	39,508	42,291	37,629	34,000	11,500	11,500	0	

5/27/2026	REVENUES	2022	2023	2024	2025	2026	2026	2026 Budget vs	
AMENDED #1		Prior Year 3	Prior Year 2	Prior Year 1	Budget	Approved Budget	Amended #1 Budget	2025 Estimates	
Account	Title	Actual Audited	Actual Audited	Actual Audited	Budget	Budget	Budget	\$ DIFF	
100-46000	WEED AND NUISANCE CONTROL (R)	1,050	750	0	750	750	750	0	
100-48003	EMS BILLABLE AR								
100-48004	INTEREST ON INVESTMENTS - RESERVES (R)	84,754	338,676	272,323	48,680	80,827	80,827	0	2026 Interest based upon 2024 audit reserves 2,694,238 @3.0% interest rate.
100-48007	LEGAL A/R	NA	NA	NA	0	40,000	40,000	0	Offset by Expenditures 100-51630-000
100-48008	ENGINEERING A/R	NA	NA	NA	0	40,000	40,000	0	
100-48009	PLANNING A/R	NA	NA	NA	0	20,000	20,000	0	
100-48010	METER REPAIR/REPLACEMENT AR	NA	NA	NA	0	0	0	0	
100-48011	MISC. A/R	NA	NA	NA	0	0	0	0	
100-48013	BOAT SLIP RENTAL (R)	248,138	253,715	260,386	286,000	309,750	309,750	0	5% increase 2026
100-48014	MISCELLANEOUS DONATIONS (R)				0	0	0	0	
100-48015	GENEVA LK LAW ENFORCEMENT AGCY (R)	36,071	31,653	24,663	32,000	32,000	32,000	0	
100-48016	MUNICIPAL BUSINESS LEASE PYMT (R)	1,184	994	857	1,000	1,000	1,000	0	
100-48017	TOWER LEASE	0	0	2,500	0	0	0	0	
100-48020	GLEA CBCW GRANT	0	2,400	2,400	2,400	2,400	2,400	0	
	VH SITE CELLULAR ANTENNA ONE TIME FEE	0	0	0	0	0	0	0	2025 one time payment for lease
	VH SITE CELLULAR ANTENNA ANNUAL LEASES	0	0	0	0	48,000	48,000	0	4th Qtr 2025 (\$2K mo) and Full Year 2026 (\$4K mo) and beyond
	GEN FUND - COMMERCIAL:	371,198	628,188	563,129	370,830	574,727	574,727	0	
100-49001	AURORA DONATION (R)	3,250	3,250	3,250	0	0	0	0	
100-49002	INSURANCE PAYMENTS/REBATE (R)	75,138	3,478	29,549	2,500	3,000	3,000	0	
100-49003	SALE OF VGE ASSET (R)	26,812	0	7,793	1,000	1,000	1,000	0	
110-49200	OPERATING TRANSFER IN (R)	0	0	0	0	69,685	85,623	15,938	Gen Fund Reserves To Balance Budget Was \$69,685
	GEN FUND - MISCELLANEOUS:	107,305	12,743	51,161	4,000	74,185	90,123	15,938	
	GENERAL FUND - REVENUES:	3,459,664	3,750,963	3,976,242	3,735,274	4,101,256	4,117,194	15,938	3,710,424
	GENERAL FUND - EXPENDITURES:	3,715,742	3,525,809	3,722,807	3,713,774	4,101,255	4,117,194	15,938	
	GENERAL FUND - TOTAL:	(256,078)	225,154	253,436	21,500	0	0	(0)	

05/27/2026 DRAFT AMENDMENT #1								
		2022	2023	2024	2025	2026	2026	2026 Amend vs
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-51110-110	VILLAGE BOARD WAGES (E)	21,596	22,100	22,146	22,100	22,100	22,100	0
100-51110-121	VILLAGE BOARD FICA (E)	1,687	1,691	1,746	1,700	1,700	1,700	0
100-51110-130	VILLAGE BOARD OTHER EXPENSE (E)	632	0	0	1,000	1,000	1,000	0
	VILLAGE BOARD	23,915	23,791	23,893	24,800	24,800	24,800	0
100-51210-110	MUNICIPAL COURT WAGES (E)	31,741	32,745	37,891	9,300	4,200	4,200	0
100-51210-121	MUNICIPAL COURT FICA (E)	2,435	2,599	2,904	770	0	0	0
100-51210-130	MUNICIPAL COURT OTHER EXPENSE (E)	0	0	0	0	1,000	1,000	0
100-51210-150	MUNICIPAL COURT IT FEES (E)	4,644	4,407	4,544	1,500	0	0	0
100-51210-160	MUNICIPAL COURT SUPPLIES (E)	143	12	296	0	0	0	0
100-51210-161	MUNICIPAL COURT POSTAGE (E)	500	500	0	0	0	0	0
100-51210-190	MUNICIPAL COURT TRAINING (E)	1,326	700	1,297	0	0	0	0
	MUNICIPAL COURT	40,789	40,962	46,933	11,570	5,200	5,200	0
100-51400-00	RECRUITING FEES	0	72,010	2,657	0	0	0	0
100-51405-000	BILLABLE SERVICES (E)	70,327	124,305	170,916	109,000	0	0	0
100-51410-110	GEN ADMIN WAGES (E)	146,832	135,354	165,511	170,346	175,916	175,916	0
100-51410-112	GEN ADMIN OT WAGES	0	0	0	0	200	200	0
100-51410-115	GEN ADMIN UNEMPLOYMENT	0	50	0	0	0	0	0
100-51410-121	GEN ADMIN FICA (E)	9,512	9,323	12,272	13,091	13,458	13,458	0
100-51410-122	GEN ADMIN RETIREMENT (E)	9,468	8,563	11,734	11,938	12,666	12,666	0
100-51410-123	GEN ADMIN HEALTH & DENTAL & DENTAL INSURANCE (E)	47,478	16,790	31,652	34,976	40,003	40,003	0
100-51410-124	GEN ADMIN LIFE INSURANCE (E)	460	674	730	750	1,064	1,064	0
100-51410-127	GEN ADMIN HSA FUNDING (E)	7,771	5,859	7,655	7,250	7,250	7,250	0
100-51410-130	GEN ADMIN IT EXPENSE (E)	1,401	1,142	4,060	4,000	5,000	5,000	0
100-51410-150	GEN ADMIN OFFICE EQUIPMENT (E)	0	1,142	1,120	4,000	4,000	4,000	0
100-51410-160	GEN ADMIN SUPPLIES (E)	8,971	7,398	9,895	10,000	10,000	10,000	0
100-51410-161	GEN ADMIN POSTAGE (E)	4,259	11,889	12,068	6,500	8,900	8,900	0
100-51410-162	GEN ADMIN COPIER EXPENSE (E)	1,200	4,379	3,138	3,600	3,600	3,600	0
100-51410-190	GEN ADMIN TRAINING (E)	4,242	7,723	3,368	7,000	10,600	10,600	0
100-51410-200	GEN ADMIN TELEPHONE (E)	10,156	8,080	4,018	4,000	4,000	4,000	0
100-51410-210	GEN ADMIN PUBLICATIONS (E)	4,459	3,944	4,455	3,500	3,500	3,500	0
100-51410-300	GEN ADMIN CODIFICATION (E)	7,362	4,210	3,580	6,200	6,100	6,100	0
	GEN ADMIN	333,898	422,835	448,828	396,151	306,256	306,256	0
100-51412-000	ELECTION EXPENSE (E)	3,268	3,810	3,214	3,000	18,495	18,495	0
100-51412-110	ELECTION WAGES (E)	7,056	5,669	11,309	7,000	14,000	14,000	0
100-51412-121	ELECTION FICA (E)	10	9	9	30	60	60	0
	ELECTION	10,334	9,487	14,531	10,030	32,555	32,555	0

05/27/2026 DRAFT AMENDMENT #1										
EXPENDITURES	Account	Title	2022	2023	2024	2025	2026	2026	2026 Amend vs	
			Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted	
			Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff	
100-51412-130		WEC SECURITY.GOV SUBGRANT EXP	85	0	0	0	0	0	0	
100-51414-000		SOFTWARE LICENSE & IT SUPPORT (E)	34,631	28,970	24,019	30,000	30,000	30,000	0	Includes Community Connect \$2,000
100-51414-100		LASERFICHE EXPENSE (E)	0	3,642	0	3,100	3,100	3,100	0	
100-51415-000		LEAGUE EXPENSES/DUES (E)	2,878	3,161	0	3,000	3,000	3,000	0	
100-51510-000		INSURANCE EXPENSE (E)	52,138	58,934	66,376	66,000	66,000	66,000	0	
100-51520-000		ASSESSOR CONTRACT (E)	19,577	21,441	18,027	30,000	30,000	30,000	0	
100-51521-000		PROPERTY ASSESSMENT	48,527	2,207	2,316	0	0	0	0	
100-51560-000		CONTINGENCY (E)	390	24,219	4,476	34,326	50,000	50,000	0	\$50K Annual Contingency
100-51570-000		AUDIT	22,459	29,781	62,096	28,150	28,150	28,150	0	
100-51575-000		FINANCIAL MGT PLAN EXPENSE	0	0	18,534	0	0	0	0	
100-51610-000		LEGAL	43,040	66,422	49,944	35,000	30,000	30,000	0	
100-51630-000		LEGAL/ENGINEER/PLANNING AR	0	0	0	0	100,000	100,000	0	100% revenues offset - Revenue 100-48007
100-51670-000		MISC MUNI SERVICES COST RECOV	0	0	0	0	1,000	1,000	0	
		CONTRACTED SERVICES	223,724	238,778	245,788	229,576	341,250	341,250	0	
100-51670-000		MISC	0	0	0	2,000	1,200	1,200	0	
100-51720-150		LIONS FIELD HOUSE REPAIR/MAINT (E)	0	0	0	2,000	1,200	1,200	0	
100-51720-160		LIONS FIELD HOUSE SUPPLIES (E)	823	1,721	884	700	500	500	0	
100-51720-170		LIONS FIELD HOUSE GAS (E)	1,427	667	694	1,800	2,000	2,000	0	
100-51720-171		LIONS FIELD HOUSE ELECTRIC (E)	1,663	1,681	1,188	1,800	1,800	1,800	0	
100-51720-173		LIONS FIELD HOUSE W&S (E)	1,603	1,732	1,776	1,000	1,000	1,000	0	
100-51720-175		JANITORIAL SERVICES (E)	827	886	703	5,800	5,800	5,800	0	
100-51720-200		LIONS FIELD HOUSE TELEPHONE (E)	5,229	5,229	5,229	0	0	0	0	
		LIONS FIELD HOUSE	11,571	11,916	10,474	15,100	13,500	13,500	0	
100-51730-150		PD & VH BLDG REPAIRS/MAINT (E)	0	0	10	5,000	2,500	2,500	0	Includes Reimbursed OT by State and County
100-51730-160		PD & VH BLDG SUPPLIES (E)	19,873	12,572	2,439	2,000	1,500	1,500	0	
100-51730-170		PD & VH BLDG GAS (E)	2,986	1,870	1,126	2,500	2,500	2,500	0	
100-51730-171		PD & VH BLDG ELECTRIC (E)	1,883	2,338	1,655	8,000	8,000	8,000	0	
100-51730-173		PD & VH BLDG WATER & SEWER (E)	8,442	7,779	7,429	2,000	2,000	2,000	0	
100-51730-175		PD & VH JANITORIAL SERVICES (E)	1,640	1,712	1,712	8,000	8,000	8,000	0	
		POLICE DEPT & VILLAGE HALL (250 WILLIAMS)	34,825	26,271	14,371	27,500	24,500	24,500	0	
100-51730-176		ADMIN BLDG REPAIRS/MAINT (E)	0	0	0	0	1,000	1,000	8 Months	
100-51730-177		ADMIN BLDG SUPPLIES (E)	0	0	0	0	500	500	8 Months	
100-51730-178		ADMIN BLDG GAS (E)	0	0	0	0	1,200	1,200	8 Months	
100-51730-179		ADMIN BLDG ELECTRIC (E)	0	0	0	0	4,000	4,000	8 Months	
100-51730-180		ADMIN BLDG WATER & SEWER (E)	0	0	0	0	900	900	8 Months	
100-51730-181		ADMIN JANITORIAL SERVICES (E)	0	0	0	0	7,200	7,200	8 Months	
		ADMIN BUILDING (121 N. WALWORTH)	0	0	0	0	14,800	14,800		
100-51920-000		LEAGUE EXPENSES/DUES (E)	8,100	7,866	4,522	0	5,249	5,249	0	
100-51965-000		WMS BAY BUSINESS ASSOC (E)	76,776	58,821	65,255	52,500	55,000	55,000	0	

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EXPENDITURES		2022	2023	2024	2025	2026	2026	2026 Amend vs
Account	Title	Prior Year 3 Actual Audited	Prior Year 2 Actual Audited	Prior Year 1 Actual	Current Year Budget	Approved Budget	Amended #1 Budget	2026 Adopted \$ Diff
100-51970-000	SHORT TERM RENTAL ADMIN (E)	0	6,565	7,516	6,600	6,600	6,600	0
100-51990-000	EMPLOYEE RECOGNITION	3,325	3,743	375	375	375	375	0
	MEMBERSHIPS & OPERATIONS	88,201	76,995	77,668	59,475	67,224	67,224	0
	GENERAL FUND - ADMINISTRATION:	767,256	851,034	882,485	774,202	815,286	830,086	14,800
100-52120-111	POLICE PT SHIFT PREMIUM (E)	150	600	254	500	500	500	0
100-52120-112	POLICE OT WAGES (E)	57,427	48,478	58,321	60,000	45,000	45,000	0
100-52120-113	POLICE DBL OT WAGES (E)	0	0	0	0	0	0	0
100-52120-118	EDUCATION INCENTIVE	0	0	0	8,500	9,000	9,000	0
100-52120-120	POLICE CONSULTANT WAGES	0	0	21,678	0	0	0	0
100-52120-115	POLICE DEPT UNEMPLOYMENT	0	0	0	0	0	0	0
100-52120-121	POLICE FICA (E)	47,396	49,896	54,531	61,000	63,780	63,780	0
100-52120-122	POLICE RETIREMENT (E)	63,738	86,321	99,460	116,000	118,603	118,603	0
100-52120-123	POLICE HEALTH & DENTAL INSURANCE (E)	98,571	90,496	118,048	164,000	190,124	190,124	0
100-52120-124	POLICE LIFE INSURANCE (E)	667	772	1,064	1,000	1,355	1,355	0
100-52120-125	POLICE UNIFORMS (E)	8,982	7,354	9,716	10,000	10,000	10,000	0
100-52120-127	POLICE HSA FUNDING (E)	26,903	34,282	34,791	35,000	37,500	37,500	0
100-52120-130	POLICE IT EXPENSE (E)	32,978	33,780	35,169	58,766	55,000	55,000	0
100-52120-150	POLICE REPAIRS/MAINT (E)	8,975	12,845	7,870	11,665	10,500	10,500	0
100-52120-160	POLICE SUPPLIES (E)	2,788	4,014	7,177	5,300	5,300	5,300	0
100-52120-161	POLICE POSTAGE/CONFINEMENT (E)	609	216	355	650	350	350	0
100-52120-180	POLICE FUEL (E)	18,428	21,767	15,701	21,000	20,000	20,000	0
100-52120-190	POLICE TRAINING (E)	18,170	19,023	19,579	23,451	27,181	27,181	0
100-52120-200	POLICE TELEPHONE (E)	6,254	6,467	5,685	6,500	6,500	6,500	0
100-52120-210	POLICE COMMUNITY PROGRAMS (E)	1,523	2,328	475	3,000	3,000	3,000	0
100-52120-215	POLICE GRANT EXPENDITURES (E)	0	0	0	0	0	0	0
100-52120-220	POLICE LICENSE SUPENSION FEE (E)	0	45	21	0	0	0	0
100-52120-300	STUDENT RESOURCE OFFICER (E)	88,606	89,937	71,648	0	0	0	0
100-52120-310	COMMUNITY SERVICE OFFICER (E)	0	0	0	0	0	8,000	8,000
100-52120-400	POLICE ACADEMY EXPENSES (E)	4,903	3,385	0	0	0	0	0
110-52320-165	POLICE DONATION EXPENDITURES	9,819	67	0	0	0	0	0
	POLICE	1,068,660	1,105,280	1,244,301	1,312,832	1,363,718	1,371,718	8,000
100-52130-110	WATER SAFETY PATROL (E)	28,285	29,431	30,317	33,000	31,720	31,720	0

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EXPENDITURES		2022	2023	2024	2025	2026	2026	2026 Amend vs
Account	Title	Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
		Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-52130-120	GENEVA LAKE ENVIRONMENTAL AGCY (E)	35,000	35,000	40,000	45,000	45,000	45,000	0
100-52130-130	GENEVA LAKE LAW ENFORCEMENT (E)	63,000	73,000	73,000	75,000	75,000	75,000	0
100-52130-140	SIREN MAINTENANCE (E)	0	0	0	0	0	0	0
100-52130-150	EMERGENCY MANAGEMENT (E)	2,075	2,066	2,029	1,200	1,200	1,200	0
	GENEVA LAKE	128,360	139,497	145,346	154,200	152,920	152,920	0
100-52320-106	FIRE DEPT OFFICER PAY (E)	23,221	17,979	22,585	25,700	22,699	22,699	0
100-52320-107	FIRE DEPT MEETING PAY (E)	2,961	2,367	3,206	3,700	1,938	1,938	0
100-52320-108	FIRE DEPT DRILL PAY (E)	9,400	13,466	8,835	10,260	6,691	6,691	0
100-52320-109	FIRE DEPT CALLS PAY (E)	16,472	13,302	15,136	16,000	7,470	7,470	0
100-52320-110	FIRE/RESCUE UNEMPLOYMENT (E)	0	100	0	100	100	100	0
100-52320-120	FIRE DEPT TRAINING PAY (E)	3,876	2,592	596	1,250	500	500	0
100-52320-121	FIRE DEPT FICA (E)	4,025	3,818	3,708	4,350	2,968	2,968	0
100-52320-122	FIRE DEPT RETIREMENT (E)	1,016	869	818	850	1,400	1,400	0
100-52320-130	FIRE DEPT IT (E)	1,413	1,891	991	1,200	1,500	1,500	0
100-52320-150	FIRE DEPT REPAIRS/MAINT (E)	13,337	13,559	15,028	16,000	16,000	16,000	0
100-52320-160	FIRE DEPT SUPPLIES (E)	4,784	6,114	6,151	6,500	6,500	6,500	0
100-52320-170	FIRE DEPT GAS (E)	5,263	5,188	1,260	5,300	5,300	5,300	0
100-52320-171	FIRE DEPT ELECTRIC (E)	1,873	2,220	2,447	2,000	2,000	2,000	0
100-52320-173	FIRE DEPT WATER & SEWER (E)	587	628	621	800	800	800	0
100-52320-180	FIRE DEPT FUEL (E)	1,871	1,349	1,428	1,000	1,000	1,000	0
100-52320-190	FIRE DEPT TRAINING/CONFERENCES (E)	734	209	759	1,000	1,000	1,000	0
100-52320-200	FIRE DEPT TELEPHONE (E)	11,151	8,952	4,093	3,500	3,500	3,500	0
	FIRE DEPARTMENT	101,984	94,602	87,661	99,510	81,366	81,366	0
100-52340-106	DIVE TEAM OFFICER PAY (E)	900	600	0	960	989	400	(589)
100-52340-107	DIVE TEAM MEETING PAY (E)	36	0	28	640	659	0	(659)
100-52340-108	DIVE TEAM DRILL PAY (E)	285	0	155	0	0	100	100
100-52340-121	DIVE TEAM FICA (E)	76	52	5	130	134	30	(104)

05/27/2026 DRAFT AMENDMENT #1									
		2022	2023	2024	2025	2026	2026	2026 Amend vs	
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted	
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff	
100-52340-145	DIVE TEAM TANK MAINTENANCE (E)	853	2,997	1,206	4,260	4,260	1,800	(2,460)	
100-52340-146	DIVE SUIT EXPENSE (E)	0	0	0	0	0	0	0	
100-52340-150	DIVE TEAM REPAIRS/MAINT (E)	1,076	30	166	300	150	0	(150)	
100-52340-190	DIVE TEAM TRAINING (E)	890	1,250	0	800	2,000	0	(2,000)	
	DIVE TEAM	4,116	4,929	1,559	7,090	8,192	2,330	(5,862)	
100-52360-106	RESCUE DEPT OFFICER PAY (E)	6,838	7,478	3,709	5,400	5,900	5,900	0	3% COLA
100-52360-107	RESCUE DEPT MEETING PAY (E)	711	738	465	700	700	700	0	3% COLA
100-52360-108	RESCUE DEPT TRAINING PAY (E)	2,529	3,340	1,575	1,000	1,700	1,700	0	3% COLA
100-52360-109	RESCUE DEPT CALLS PAY (E)	5,139	3,740	4,751	4,000	2,000	2,000	0	Captain Gluth added \$1,000
100-52360-110	RESCUE DEPT UNEMPLOYMENT (E)	0	577	276	0	0	0	0	
100-52360-120	RESCUE DEPT STIPEND PAY	384	960	0	0	0	0	0	
100-52360-121	RESCUE DEPT FICA (E)	1,271	1,343	522	900	800	800	0	3% COLA
100-52360-122	RESCUE DEPT RETIREMENT (E)	12	160	9	100	100	100	0	
100-52360-130	RESCUE DEPT IT EXPENSE (E)	266	77	274	300	350	350	0	
100-52360-150	RESCUE DEPT REPAIRS/MAINT (E)	1,129	176	0	0	0	0	0	
100-52360-160	RESCUE DEPT SUPPLIES (E)	6,057	6,273	706	200	800	800	0	
100-52360-170	RESCUE DEPT INTERGOVT AGMNT	232,378	0	0	0	0	0	0	
100-52360-180	RESCUE DEPT FUEL (E)	1,355	859	807	300	0	0	0	
100-52360-190	RESCUE DEPT TRAINING (E)	450	600	0	500	1,500	1,500	0	
100-52360-200	RESCUE DEPT TELEPHONE (E)	623	1,948	1,040	600	1,200	1,200	0	
	RESCUE DEPARTMENT QUARTERS	NA	NA	NA	0	50,000	28,000	(22,000)	2026 Budget = \$50,000
	RESCUE DEPT	259,140	28,269	14,134	14,000	65,050	43,050	(22,000)	
100-53100-160	BLDG INSP SUPPLIES (E)	1,772	342	716	500	500	500	0	
100-53100-210	ZONING INSPECTION CONTRACT (E)	24,053	23,747	18,497	25,000	22,000	22,000	0	
100-53100-211	BLDG INSPECTION CONTRACT (E)	95,789	153,523	168,888	93,600	249,000	249,000	0	75% of 2026 budgeted revenues
100-53100-215	CODE ENFORCEMENT CONTRACT (E)	31,944	31,198	48,540	33,000	70,000	70,000	0	
100-53100-220	STR ENFORCEMENT CONTRACT (E)	372	6,778	5,145	7,000	9,100	9,100	0	
	BUILDING, ZONING	153,931	215,587	241,786	159,100	350,600	350,600	0	
	GEN FUND - PUBLIC SAFETY TOTAL:	1,716,192	1,588,163	1,734,787	1,746,732	2,021,847	2,001,985	(19,862)	
100-54100-110	DPW ADMIN WAGES (E)	38,279	39,796	45,335	47,500	47,740	47,740	0	3% COLA
100-54100-121	DPW ADMIN FICA (E)	2,587	2,592	2,929	3,600	3,652	3,652	0	3% COLA
100-54100-122	DPW ADMIN RETIREMENT (E)	2,844	2,951	3,106	3,300	3,437	3,437	0	3% COLA

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EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted	
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff	
100-54100-123	DPW ADMIN HEALTH & DENTAL INSURANCE (E)	9,137	9,534	10,285	12,600	13,267	13,267	0	Employer Reduction from 88% to 86%
100-54100-124	DPW ADMIN LIFE INSURANCE (E)	0	0	0	100	91	91	0	
100-54100-127	DPW HSA FUNDING (E)	2,500	3,125	2,500	2,500	2,500	2,500	0	
100-54100-300	ENGINEERING (E)	9,371	7,476	1,098	6,000	9,000	9,000	0	
	ADMIN & ENGINEERING	64,717	65,473	65,252	75,600	79,688	79,688	0	
100-54310-110	STREETS WAGES (E)	87,510	95,843	97,909	89,500	90,755	90,755	0	3% COLA
100-54310-112	STREETS OT WAGES (E)	2,215	3,317	2,772	1,700	2,000	2,000	0	
100-54310-113	STREETS DBL OT WAGES (E)	1,355	2,832	1,770	3,700	2,000	2,000	0	
100-54310-115	STREETS DEPT UNEMPLOYMENT (E)	0	0	0	0	0	0	0	
100-54310-121	STREETS FICA (E)	6,655	7,471	7,574	7,000	7,064	7,064	0	3% COLA
100-54310-122	STREETS RETIREMENT (E)	6,250	6,606	6,415	6,400	6,418	6,418	0	3% COLA
100-54310-123	STREETS HEALTH & DENTAL INSURANCE (E)	19,503	17,453	15,658	19,400	21,333	21,333	0	Employer Reduction from 88% to 86%
100-54310-124	STREETS LIFE INSURANCE (E)	255	272	232	250	341	341	0	
100-54310-125	STREETS UNIFORMS (E)	2,446	1,146	974	2,500	1,500	1,500	0	
100-54310-127	STREETS HSA FUNDING (E)	5,019	5,901	3,504	4,200	4,167	4,167	0	
100-54310-150	STREETS EQUIP REPAIRS/MAINT (E)	26,560	24,965	31,720	25,000	25,000	25,000	0	
100-54310-160	STREETS SUPPLIES (E)	3,510	5,441	6,375	6,500	6,500	6,500	0	
100-54310-170	STREETS GAS (E)	3,603	3,906	3,106	4,000	4,000	4,000	0	
100-54310-171	STREETS ELECTRIC (E)	6,209	5,372	5,418	6,000	6,000	6,000	0	
100-54310-173	STREETS WATER & SEWER (E)	676	718	710	900	900	900	0	
100-54310-175	STREETS ROAD MAINTENANCE (E)	24,244	4,052	25,265	25,000	30,000	30,000	0	
100-54310-180	STREETS FUEL (E)	13,285	11,230	11,966	9,500	9,500	9,500	0	
100-54310-190	STREETS TRAINING (E)	336	860	1,740	1,500	1,500	1,500	0	
100-54310-200	STREETS TELEPHONE (E)	579	1,281	455	500	600	600	0	
100-54310-280	SNOW/ICE CONTROL MATERIALS (E)	16,892	15,547	7,625	17,500	17,500	17,500	0	
100-54310-281	TRAFFIC SIGNS/MARKINGS (E)	2,363	1,938	1,503	2,000	2,000	2,000	0	
100-54310-282	HIGHWAY STRIPING/MARKING (E)	0	2,010	0	1,000	1,000	1,000	0	
100-54420-000	STREET LIGHTING (E)	34,918	41,817	37,592	37,000	40,000	40,000	0	
	STREETS	264,380	259,976	270,284	271,050	280,077	280,077	0	

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		2022	2023	2024	2025	2026	2026	2026 Amend vs
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-54710-000	REFUSE COLLECTIONS (E)	163,891	154,715	144,750	167,600	172,628	172,628	0
	GEN FUND - PUBLIC WORKS:	492,988	480,164	480,286	514,250	532,392	532,392	0
100-55210-110	REC DEPT WAGES (E)	77,839	99,664	90,067	122,000	129,500	129,500	0
100-55210-121	REC DEPT FICA (E)	6,022	7,603	6,738	9,300	9,486	9,486	0 3% COLA Placeholder + shift from Rec Athletics to Wages
100-55210-122	REC DEPT RETIREMENT (E)	4,085	4,239	4,205	5,300	5,500	5,500	0 3% COLA Placeholder
100-55210-123	REC DEPT HEALTH & DENTAL INSURANCE (E)	7,087	6,752	7,137	10,000	11,200	11,200	0 3% COLA Placeholder
100-55210-124	REC DEPT LIFE INSURANCE (E)	54	46	54	80	80	80	0 Employer Reduction from 88% to 86%
100-55210-127	REC DEPT HSA FUNDING (E)	2,500	2,917	2,292	2,500	2,500	2,500	0
100-55210-130	REC DEPT TECHNOLOGY/IT (E)	2,032	846	1,220	2,200	2,100	2,100	0
100-55210-143	FACILITY MAINTENANC/EQUIPMENT (E)	5,000	275	1,251	6,000	8,500	8,500	0
100-55210-150	REC DEPT REPAIRS/MAINTENANCE	0	2,351	230	0	0	0	0
100-55210-160	REC DEPT SUPPLIES/MATERIALS (E)	1,833	3,110	1,523	2,500	2,500	2,500	0
100-55210-161	REC DEPT MARKETING/PROMOTION (E)	0	0	0	4,000	3,000	3,000	0
100-55210-190	REC DEPT TRAINING (E)	1,282	507	110	1,750	1,200	1,200	0
100-55210-200	REC DEPT TELEPHONE	1,079	1,034	1,668	0	0	0	0
100-55210-210	REC DEPT PUBLICATIONS	0	3,113	3,033	0	0	0	0
100-55210-220	REC DEPT SOFTWARE/SUBSCRIPTION (E)	0	0	0	1,500	2,000	2,000	0
100-55210-270	REC DEPT ATHLETIC PROGRAM EXP (E)	3,000	2,840	3,444	20,000	9,200	9,200	0
100-55210-271	REC DEPT BASEBALL EXPENSES	8,169	6,788	7,892	0	0	0	0
100-55210-273	REC DEPT ADULT FITNESS	1,430	416	57	0	0	0	0
100-55210-275	REC DEPT PROGRAM EXPENSES (E)	8,609	9,084	13,290	16,000	16,000	16,000	0
100-55210-279	REC DEPT DONATION/SPONSORSHIP (E)	4,968	745	999	0	1,000	1,000	0
100-55210-280	KAYAK/PADDLEBOARD EXPENSE (E)	789	837	496	2,000	1,600	1,600	0
100-55210-281	RECREATION MISC EXPENSE (E)	0	0	0	1,000	0	0	0
	GEN FUND - RECREATION	136,747	153,736	146,178	208,130	209,116	209,116	0
100-55410-110	PARKS WAGES (E)	42,273	47,041	53,286	64,000	65,219	65,219	0
100-55410-112	PARKS OT WAGES (E)	749	1,755	986	550	700	700	0 3% COLA Placeholder
100-55410-113	PARKS DBL OT WAGES (E)	328	1,782	593	0	550	550	0 3% COLA Placeholder
100-55410-115	PARKS CONTRACT LABOR (E)	10,414	6,353	10,802	10,000	10,000	10,000	0 3% COLA Placeholder
100-55410-120	PARKS UNEMPLOYMENT (E)	480	288	0	0	0	0	0
100-55410-121	PARKS FICA (E)	3,232	3,878	4,061	4,900	5,030	5,030	0
100-55410-122	PARKS RETIREMENT (E)	2,414	2,717	2,428	2,500	2,496	2,496	0 3% COLA Placeholder
100-55410-123	PARKS HEALTH & DENTAL INSURANCE (E)	9,121	8,612	10,206	12,500	13,788	13,788	0
100-55410-124	PARKS LIFE INSURANCE (E)	85	22	160	170	282	282	0 Employer Reduction from 88% to 86%
100-55410-125	PARKS UNIFORMS (E)	2,077	686	598	2,000	1,500	1,500	0
100-55410-127	PARKS HSA FUNDING (E)	3,314	3,404	3,163	2,500	2,500	2,500	0
100-55410-148	TENNIS COURT MAINTENANCE (E)	579	0	0	2,000	2,000	2,000	0
100-55410-150	PARKS REPAIRS/MAINT (E)	17,388	14,033	20,472	19,000	19,000	19,000	0
100-55410-160	PARKS SUPPLIES (E)	1,667	926	1,764	1,500	1,800	1,800	0
100-55410-170	PARKS GAS (E)	3,993	4,328	833	4,500	3,500	3,500	0

05/27/2026 DRAFT AMENDMENT #1								
		2022	2023	2024	2025	2026	2026	2026 Amend vs
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
100-55410-171	PARKS ELECTRIC (E)	6,998	8,736	7,765	8,000	8,000	8,000	0
100-55410-173	PARKS WATER & SEWER (E)	3,235	4,044	3,371	3,740	3,500	3,500	0
100-55410-180	PARKS FUEL (E)	12,391	7,970	9,215	7,500	6,000	6,000	0
	PARKS	120,737	116,572	129,705	145,360	145,864	145,864	0
100-55411-110	LAKEFRONT WAGES (E)	113,648	104,162	107,320	86,000	81,819	81,819	0
100-55411-112	LAKEFRONT OT WAGES (E)	5,083	6,813	68	0	0	0	0 3% COLA Placeholder
100-55411-121	LAKEFRONT FICA (E)	9,083	8,565	8,221	6,800	6,183	6,183	0 3% COLA Placeholder
100-55411-125	LAKEFRONT UNIFORMS (E)	0	0	0	500	500	500	0 3% COLA Placeholder
100-55411-130	LAKEFRONT IT (E)	1,559	475	269	600	2,500	2,500	0
100-55411-150	LAKEFRONT REPAIRS/MAINT (E)	9,414	5,803	5,199	8,000	8,000	8,000	0
100-55411-153	LAKEFRONT PIER REPAIRS (E)	78,902	63,826	80,142	70,000	85,000	85,000	0
100-55411-154	LAKEFRONT PIER INSTALLATION (E)	98,044	105,640	124,133	125,000	136,000	136,000	0
	LAKEFRONT PIER REPLACEMENT FUND TRANSFER OUT	0	0	0	0	25,000	25,000	0 Need new account #
100-55411-160	LAKEFRONT SUPPLIES (E)	13,636	11,877	12,333	11,000	14,500	14,500	0
	LAKEFRONT BOAT LAUNCH KIOSK	0	0	0	0	21,000	21,000	21,000 Offset by 2025 Boat Launch Surplus
100-55411-171	LAKEFRONT ELECTRIC (E)	0	0	0	0	0	0	0
100-55411-200	LAKEFRONT TELEPHONE (E)	911	919	926	1,000	1,000	1,000	0
100-55412-000	GENEVA LK LEVEL CORP (E)	0	3,000	0	4,400	4,400	4,400	0
100-55412-000	ENHANCEMENT COMMITTEE (E)	427	355	555	800	500	500	0
100-56120-000	HOLIDAY DECORATION SUPPLIES (E)	1,112	723	388	1,500	1,500	1,500	0
100-56130-000	TREE ENHANCEMENT (E)	6,590	9,933	9,558	8,500	8,500	8,500	0
100-56420-190	HORVATH PROPERTY EXPENSE (E)	716	1,059	163	1,000	1,000	1,000	0
	LAKEFRONT	339,125	323,149	349,274	325,100	376,402	397,402	21,000
100-57000-000	OPERATING TRANSFER OUT	142,697	0	0	0	0	0	0
100-57921-142	BANK SERVICE CHARGES AND FEES	0	0	50	0	300	300	0
100-57921-150	LATE FEES, PENALTIES, INTEREST	0	191	40	0	50	50	0
100-59000-000	OPERATING TRANSFER	0	12,800	0	0	0	0	0
	MISC	142,697	12,991	90	0	350	350	0
	GEN FUND - PARKS, LAKEFRONT & MISC	602,559	452,712	479,069	470,460	522,615	543,615	21,000

05/27/2026 DRAFT AMENDMENT #1								
		2022	2023	2024	2025	2026	2026	2026 Amend vs
EXPENDITURES		Prior Year 3	Prior Year 2	Prior Year 1	Current Year	Approved	Amended #1	2026 Adopted
Account	Title	Actual Audited	Actual Audited	Actual	Budget	Budget	Budget	\$ Diff
	GENERAL FUND - REVENUES:	3,459,664	3,750,963	3,976,242	3,735,274	4,101,256	4,117,194	15,938
	GENERAL FUND - EXPENSES:	3,715,742	3,525,809	3,722,807	3,713,774	4,101,256	4,117,194	15,938
	GENERAL FUND - TOTAL:	(256,078)	225,154	253,436	21,500	0	0	0

David Lothspeich

To: Robert Umans; Tina Kolls
Subject: RE: Agendas COW & VB meetings June 1st.

From: Robert Umans <rumans@vi.williamsbay.wi.gov>
Sent: Thursday, May 28, 2026 2:34 PM
To: David Lothspeich <admin@vi.williamsbay.wi.gov>; Tina Kolls <clerk@vi.williamsbay.wi.gov>
Subject: Agendas COW & VB meetings June 1st.

Dave / Tina,

On May 14th we had a Tree Enhancement Committee meeting and a Joint Tree Enhancement and Parks and Memorial Advisory Committee meetings.

The main purpose of the joint meeting was to have discussion and possible action on Memorial Tree Plantings Phase 4 Dog Park.

A motion was made to recommend Village Board approval of up fifteen trees with ten (10) trees planted now by the Tree Committee and five (5) to be reserved for future use of the Parks & Memorial Committee.

Today, May 28th, the Tree Enhancement Committee had a follow up meeting to work out the details such as 1) Selection of trees 2) Number of trees for each the small and large dog park sections. 3) Banner 4) Memorial brick details and 5) Application for a Memorial tree at Rex Dog Park form.

I believe we are now ready to get approvals from the Parks & Lakefront , Finance & Personnel committees as well as the Village Board.

Please include following on the Tree Enhancement, P&L and VB agendas.

- Discussion and Possible Action on Phase 4 Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and approval of fundraising amounts.

Thanks.

Rob

Tina, I updated the estimated cost estimates. For other attachments, please include the banner again and the Approved minutes from the May 14th Joint meeting Tree Enhancement & Parks and memorial committees. Also, please attach the application form you put together.



That Hold Our Memories

Rex Dog Po Memorial Tr Program

**TO LEARN MORE ABOUT
PROGRAM PLEASE CONT
VILLAGE HALL AT 262-245
OR VISIT WILLIAMS BAY**

Ad Hoc Tree Enhancement Committee

05/28/26

Dog park	Est *	Actual
Tree	\$250.00	
Engraved brick	\$65.00	
Tree protection	\$5.00	
Bag	\$40.00	
Delivery	\$40.00	
Total	\$400.00	\$0.00
* estimated		

Note: Charge \$800.00 regardless of tree choice.