



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org

Phone: 262-245-2700

NOTICE

FINANCE & PERSONNEL (F&P) COMMITTEE MEETING WEDNESDAY, APRIL 6, 2022 AT 9:00 AM VILLAGE HALL COUNCIL ROOM

AGENDA

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

- I. Call to Order
- II. Roll Call
- III. Finance & Personnel Committee Meeting Minutes of March 16, 2022
- IV. Joint Protective Services and Finance & Personnel Committee Meeting Minutes of March 21, 2022
- V. Dip In The Bay Municipal Business Lease
- VI. Draft Financial Management Plan
- VII. Review of Assessor's Reports
- VIII. Consider a motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and pursuant to the exemption contained in Wis. Stats. 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.
 - A. Police Department
 - B. EMS Contract
- IX. Motion to reconvene into open session
- X. Possible discussion of/action for those items discussed in closed session
- XI. Adjourn

Don Parker
Finance & Personnel Chair

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: 04/04/2022 5:00 PM



VILLAGE OF WILLIAMS BAY

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

UOFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, MARCH 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Chairman Parker at 7:47pm

Roll Call

Trustees Parker, D'Alessandro, and Wright.

Also Present: President Duncan, Trustees Stanek and Vlach, Administrator Tobin, Treasurer Peternell and Police Chief Timm.

Meeting Minutes

Wright/D'Alessandro motion to approve meeting minutes of February 16, 2022, February 21, 2022 and Joint Finance & Personnel and Water & Sewer meeting minutes of March 14, 2022. Unanimously carried.

Resolution R-6-22 Assignment of 2021 Fund Balance

Parker stated that this resolution needs to be done on an annual basis after the audit has been completed. The amount for the Fire Department was reduced by \$300,000 for EMS Services. D'Alessandro/Wright motion to recommend Village Board approval of Resolution R-6-22 Assignment of 2021 Fund Balance. Unanimously carried.

Bob Carlson Memorial Park signage

The Committee reviewed the quotes for the sign and plaque for the Bob Carlson Memorial Park. Parker stated that he is working on getting donations to fund the full cost of \$4,254.25. D'Alessandro/Wright motion to recommend Village Board approval of purchasing the sign and plaque. Unanimously carried.

Memorandum of Understanding with the Town of Linn regarding 2022 beach tags

The Committee reviewed the proposed MOU with the Town of Linn to provide (2) beach tags to Town of Linn residents. The Village will bill the Town for the tags at the non-resident rate. Wright/D'Alessandro motion to recommend Village Board approval of the Memorandum of Understanding with the Town of Linn regarding 2022 beach tags. Unanimously carried.

Adjourn

Wright/D'Alessandro motion to adjourn at 7:59pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org

Phone: 262-245-2700

UNOFFICIAL MINUTES JOINT FINANCE & PERSONNEL AND PROTECTIVE SERVICES COMMITTEE MEETING 03/21/22 MEETING

MONDAY, MARCH 21, 2022 AT 6:00 PM

LION'S CLUB FIELD HOUSE
310 ELKHORN RD, WILLIAMS BAY

A. Call to Order

Vlach called the meeting to order at 6:00pm.

B. Roll Call

Present: Jim D'Alessandro, Robert Umans, George Vlach, Lowell Wright, Don Parker

Also Present: President Duncan, Trustee Stanek, Administrator Tobin, Treasurer Peternell and Police Chief Timm

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

The motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility was initiated by Robert Umans and seconded by Don Parker at 6:01pm.

Votes:

Yes: D'Alessandro, Parker, Umans, Vlach and Wright

No: None

Abstain: None

Result: Passed

1. Police Department

D. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by Don Parker and seconded by Robert Umans at 6:32pm. Unanimously carried.

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

The motion to Recommend Village Board Approval of providing bonuses to Police Officers with funding from the recent police grant approved by Governor Evers was initiated by Jim D'Alessandro and seconded by Robert Umans. Unanimously carried.

F. Update on Fire/EMS Meetings with Surrounding Communities

Vlach provided an update on recent discussions with the Village of Fontana, the Village of Walworth and the Town of

Walworth regarding Fire/EMS services. Topics included staffing and facility needs. Vlach stated that discussions with continue with the surrounding communities.

G. Adjourn

The motion to adjourn was initiated by Robert Umans and seconded by Jim D'Alessandro at 6:35pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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

MUNICIPAL BUSINESS LEASE

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

1. This lease is made this _____ day of _____, 2022, between The Village of Williams Bay, Wisconsin, herein called the Municipality, and Dip in the Bay, LLC herein called the Renter.

2. The Municipality, in consideration of the agreements with the Renter herein set forth, hereby leases to the Renter, to occupy a stationary cart to sell food and non-food items such as t-shirts, souvenirs, and sundries, and to use for business purposes only, the municipal land described as follows: Three possible Lakefront area locations as determined from time to time by the Municipality: in front of the beach house entrance (1), east of the beach house in front of the gate (2) and on the east side of the beach house under the roof (3) (see attachment) and 105 N. Walworth Street.

3. This lease shall be for the following specified period: effective upon execution of this contract and shall continue in force until October 31, 2022. There shall be no automatic renewal of this agreement.

SECTION II. Rental Payments.

1. Amount of Rent: The monthly rental payment owed by the Renter shall be 3% of the Renter's gross sales for the payment period at any of the three listed locations. That amount shall be calculated from the start of this lease to the date the first payment due, and subsequently the intervals between payment due dates. The Renter shall provide verification of the gross sales to the Municipality.

2. Time of Payment: The monthly cash rent for this business to be paid by the Renter to the Municipality is to be paid on the 1st day of each month, or the closest Monday thereafter if said due date occurs on a Saturday or Sunday. The first payment shall be due July 5, 2022, and monthly thereafter with the last payment being due November 15, 2022.

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

SECTION IV. The Renter Agrees as Follows:

1. It is the responsibility of the Renter to obtain and hold all necessary licenses and permits from the State of Wisconsin and Department of Agriculture, Trade & Consumer Protection, and to comply with all requirements of said licenses and permits and provide copies of the same to Village Administrator.
2. Renter agrees to not interfere or operate Renter's business on days and during the hours when food and beverages are being sold at municipally- sanctioned events at Lakefront Park. This provision may be waived if the organization holding the event consents in writing to renter operating its business during an event.
3. Premises herein leased and every part thereof, during said term, shall be used only for the lawful business purposes of the Renter.
4. Renter shall not alter or redecorate said premises without prior written consent of Municipality. Renter agrees to maintain the area in a neat, clean, and orderly manner.
5. Renter agrees to pay all reasonable costs, attorneys' fees, and expenses that shall be paid or incurred by Municipality in enforcing this lease.
6. Renter agrees not to assign this lease or sublease the premises without the consent of the Municipality.
7. Renter agrees to indemnify and hold harmless the Municipality from any and all liability, loss, or damage the Municipality may suffer as a result of claims, demands, costs, or judgments against it arising from the Renter's activities with this agreement.
8. Dip In The Bay, LLC and John Dwyer agree to personally guarantee the debts from Section II only of the Renter for this agreement.

SECTION V. Termination of Agreement:

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

SECTION VI. Signatures:

RENTER:

Michael Condron, Member, Dip in the Bay, LLC

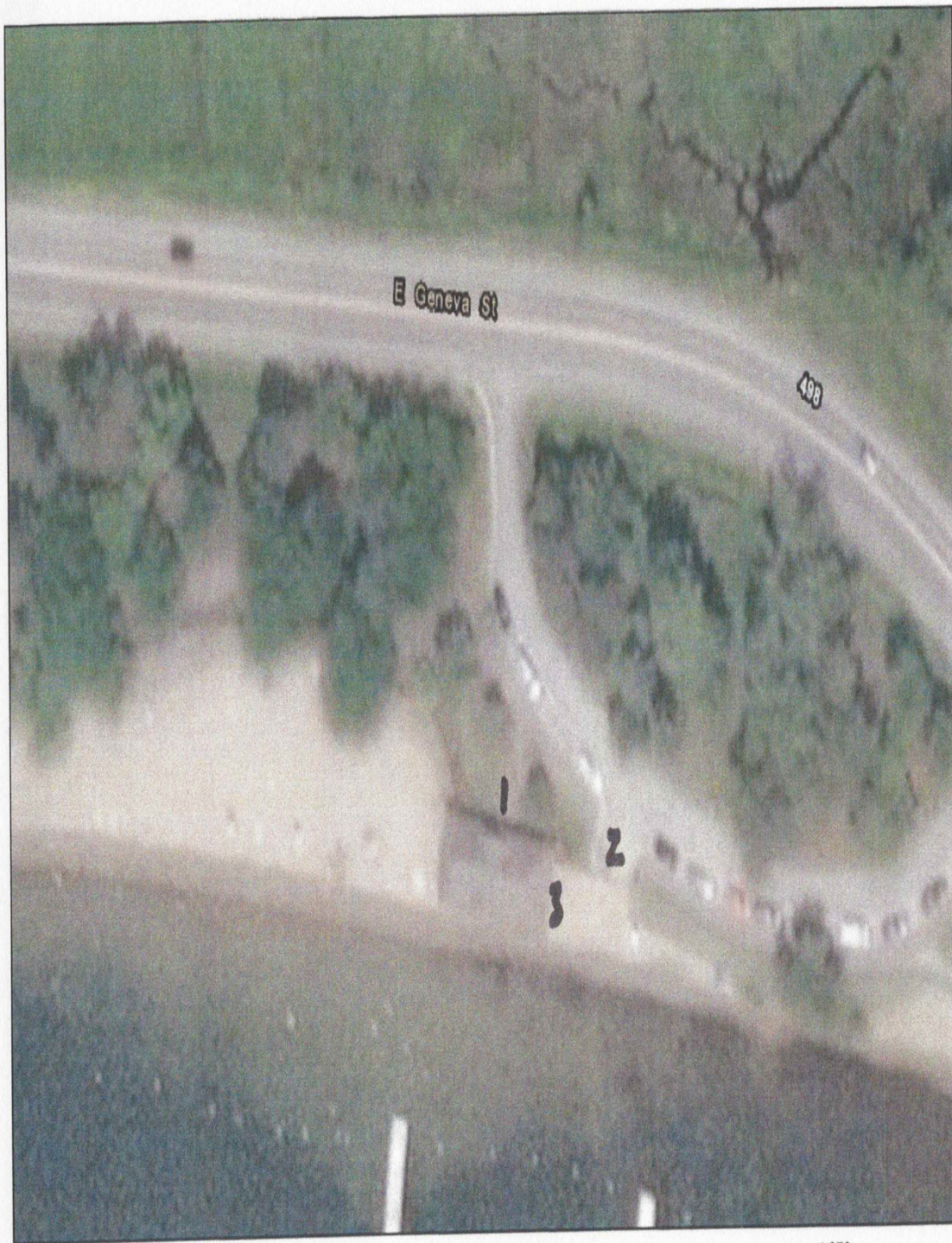
John Dwyer

Approved by Village Board of the Village of Williams Bay this _____ day of
_____, 2022.

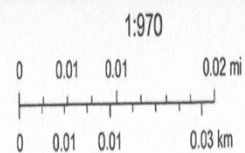
MUNICIPALITY:
VILLAGE OF WILLIAMS BAY

William B. Duncan, President
ATTEST:

Jackie Pankau-Daniels, Clerk



5/15/2020



Esri, HERE, Garmin, (c) OpenStreetMap contributors, Source: Esri



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org

Phone: 262-245-2700

UNOFFICIAL MINUTES PLAN COMMISSION 03/08/22 MEETING TUESDAY, MARCH 8, 2022 AT 6:30 PM BARRETT MEMORIAL LIBRARY 65 W. GENEVA STREET, WILLIAMS BAY

I. Call to Order

President Duncan called the meeting to order at 6:30pm.

II. Roll Call

Present: President Duncan, Trustee Parker, Commissioners Haak, Watts, Gage, Klemke and Robbins

Also Present: Trustee Umans, Administrator Tobin and Clerk Pankau-Daniels

Excused: Commissioner Pegel

III. Pledge of Allegiance

IV. Minutes

A. Plan Commission Meeting Minutes of December 14, 2021

The motion to Approve the Plan Commission Meeting Minutes of December 14, 2021 was initiated by Jess Haak and seconded by Matt Robbins. Unanimously carried.

V. Recommendation for a Temporary Use Permit

A. APPLICANT: Mike Condrón and John Dwyer dba Dip in the Bay

TAX KEY: WOP 00008 and WWUP 00088

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

Applicant is requesting a Temporary Use Permit per Section 18.208 "Temporary Use Permit" and Section 18.0316.B "Temporary Outdoor Sales" for a food vending cart.

John Dwyer explained that they would like to renew their permit to have the food cart at the lakefront again this year. Commissioner Klemke asked if the non-food items that were sold last summer were approved. President Duncan and Administrator Tobin explained that those items were approved at a separate time from the initial application at the Village Board level. Dwyer explained that the non-food items do not take up more space and everything is either hanging on the cart or placed behind it. Commissioner Haak stated that if the target audience is for beach goers, then there shouldn't be a need for signage out on the streets. It was determined that signage is not part of this renewal and there would be a separate application for that.

The motion to recommend Village Board Approval of the Temporary Use Permit per Section 18.208 "Temporary Use Permit" and Section 18.0316.B "Temporary Outdoor Sales" for a food vending cart for:

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

TAX KEY: WOP 00008 and WWUP 00088

STREET ADDRESS: 105 N. Walworth Street and Lakefront Area, Village of Williams Bay was initiated by Jess Haak and seconded by Maggie Gage. Unanimously carried.

VI. Recommendation for a Zoning Ordinance Text Amendment

A. Plan Commission Resolution R-9-22 Regarding Utility Setback Ordinance 2022-05

President Duncan opened the public hearing at 6:40pm.

No comments were made.

President Duncan closed the public hearing at 6:40pm.

Administrator Tobin explained that there are some properties in the Village that do not have easements, but have utilities running through them. She said that this creates an issue when property owners are building structures up to where the utilities are and the Village may need to dig up ground for maintenance. This new ordinance would establish setbacks to prevent this from happening.

President Duncan read Resolution R-9-22 Regarding Utility Setback Ordinance #2022-05.

The motion to Approve the Plan Commission Resolution R-9-22 Regarding Utility Setback Ordinance 2022-05 was initiated by Don Parker and seconded by Jess Haak. Unanimously carried.

VII. Recommendation for a Zoning Ordinance Text Amendment

A. Plan Commission Resolution R-10-22 Regarding Floodplain Overlay Ordinance 2022-02

President Duncan opened the public hearing at 6:46pm.

There were no comments.

President Duncan closed the public hearing at 6:46pm.

Administrator Tobin explained that the DNR updated the Floodplain Maps and told the Village of Williams Bay that our Ordinance needs to be updated due to the changes. She stated that the Zoning Administrator, Village Attorney and DNR have worked together on this Ordinance and that the Village does not have a choice but to approve it to be able to stay in compliance with the State.

The motion to Approve the Plan Commission Resolution R-10-22 Regarding Floodplain Overlay Ordinance 2022-02 was initiated by Don Parker and seconded by Pat Watts. Unanimously carried.

VIII. Adjournment

The motion to adjourn was initiated by Jess Haak and seconded by Pat Watts at 7:00pm. Unanimously carried.

/s/ Jackie Pankau-Daniels, Village Clerk

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

Sum of Last Total	
Row Labels	Commercial
Apartment, 1 BR, 1	295,800
Apartment, 2 BR, 1	2,318,300
Convenience store	1,229,400
Fast Food, adequate	221,800
Fine Dining/Supper	496,800
Mini-warehouse/Se	132,900
Office, general	1,101,600
Post office	270,900
Restaurant	1,207,000
Retail, general	2,225,500
Strip center (retail/c	351,400
Unf storage (non-w	498,000
Warehouse, cold sto	121,800
(blank)	23,259,300
Grand Total	33,730,500

Row Labels	Sum of Last Total	Sum of Lot SF	Sum of Acres
Apartment	2,820,500	114,834	2.636
20 Olive Street LLC	455,800	19,285	0.443
Astaland II LLC	452,000	19,285	0.443
Baywater LLC	295,800	5,200	0.119
Compassvale LLC	327,400	13,464	0.309
George M. Weyrauch	206,400	8,712	0.2
Peter D. Boas	432,000	17,604	0.404
Peter M. Kahl	325,700	18,480	0.424
Southwick Investments LLC	325,400	12,804	0.294
Auto Repair	495,800	22,600	0.519
Hwy 67 Plaza LLC	185,400	7,200	0.165
Michael L. Pekalski	310,400	15,400	0.354
B & B	256,700	7,754	0.178
Brian Phillips	256,700	7,754	0.178
Bank	1,070,600	34,244	0.786
Mid America Bank	505,100	21,824	0.501
Walworth State Bank	565,500	12,420	0.285
Convenience store	1,764,800	59,323	1.362
Arfm Energy LLC	430,000	11,776	0.27
E Thomas Kaczmarek	165,000	6,600	0.152
Frank Esposito Trust	370,400	20,038	0.46
Hwy 67 Plaza LLC	799,400	20,909	0.48
Hotel	4,394,400	182,464	4.189
Four Sails LLC	1,862,500	23,550	0.541
James P. Dalessandro	374,000	44,133	1.013
Kirsch's Pier Slips Inc	950,000	86,249	1.98
Living Water Business Group LLC	1,207,900	28,532	0.655
Marine	1,383,800	397,267	9.12
Gage Marine Corporation	1,383,800	397,267	9.12
Mixed	6,225,900	138,760	3.186
Barry L. Ploog	541,000	12,540	0.288
Bay Laundry LLC	65,400	-	0
Bayside LLC	310,000	15,180	0.348
Elm 67 Properties LLC	89,800	-	0
Gage Marine Corporation	4,697,800	96,640	2.219
K T. Macdonald	65,400	-	0
Kmsmr LLC	65,400	-	0
Laura M. Myers	65,400	-	0
Nicholas J Caselli Trust	325,700	14,400	0.331
Non Profit	1,130,700	1,782,867	40.929
Aurora University	488,000	1,201,820	27.59
Lake Geneva Fresh Air	444,000	257,875	5.92
Rock River Annual Conf of the Methodist Church	198,700	323,172	7.419
Nursing Home	5,926,900	161,390	3.705
Rice Enterprises	5,926,900	161,390	3.705
Office	2,107,200	69,284	1.59
Anthony E. Urlakis	167,900	5,888	0.135
Bay Commercial, LLC	183,100	5,888	0.135
Bayside LLC	369,000	13,013	0.299
Craig G Curry Trust	334,800	13,803	0.317
Debra a Catalano Trust	587,400	14,626	0.336
Joel & Launi Jo Properties LLC	156,800	5,888	0.135
Jorndt-Fahey Properties LLC	131,900	5,888	0.135
Stephen J. Panzarella	176,300	4,290	0.098
Office?	160,000	10,792	0.248
Jeff W. Wolski	160,000	10,792	0.248
Parking	128,500	19,756	0.453
Ackman Properties LLC	16,200	7,980	0.183
Lucke Properties LLC	57,900	5,888	0.135
Mejc Consulting LLC	54,400	5,888	0.135

43 N Walworth

55 N Walworth

Post office	270,900	11,868	0.272
Restaurant	2,411,700	117,730	2.702
Bay Group Partners	895,900	87,120	2
Baywater LLC	496,800	8,188	0.188
Bruno R. Pfenning	262,700	6,966	0.16
Janette A. Maxwell	221,800	6,072	0.139
Lucke Properties LLC	311,100	5,888	0.135
Mejc Consulting LLC	223,400	3,496	0.08
Retail	1,263,600	40,874	0.939
Ackman Properties LLC	631,800	17,664	0.406
David Burrough	414,400	15,456	0.355
Williams Bay Investments LLC	217,400	7,754	0.178
Service Business	634,900	235,553	5.407
Storage	752,700	64,672	1.484
Barbara Roloff Trust	86,300	7,980	0.183
Diekelman Family Trust	121,800	7,980	0.183
Living Water Business Group LLC	132,900	19,800	0.455
Richard D. Felice	123,300	13,170	0.302
Robert W. Schultz	131,800	6,502	0.149
T&B LLC	156,600	9,240	0.212
Vacant	135,300	29,643	0.68
Baywalk LLC	95,100	13,585	0.312
T&B LLC	40,200	16,058	0.368
(blank)	395,600	108,503	2.49
Barry L. Ploog	26,300	6,072	0.139
Baywater LLC	55,200	5,593	0.128
Gage Marine Corporation	232,000	88,466	2.031
Janette A. Maxwell	60,700	6,072	0.139
Mejc Consulting LLC	21,400	2,300	0.053
Grand Total	33,730,500	3,610,178	82.875

Assessed Value of Comercial		33,730,500
Mill Rate		0.01590261
Walworth County	25.96%	0.004128051
Village WB	22.66%	0.003603425
Williams Bay School District	45.89%	0.007298112
Gateway	5.49%	0.000873022
Annual Income Village		121,545.32
Annual Payment Borrow	(67,215.71)	
Amount	1,000,000	
Interest Rate	3.0%	
Years	20	
Increase in Assessed Value Village Only		18,653,284
Increase in Assessed TIF Concept		4,226,709

Row Labels	Sum of Total Acres	Sum of Last Total	Sum of Last Land	Sum of Last Improvements	Per Acre
Bailey Estates	122.307	14,269,800	2,443,400	11,826,400	116,672
Baywood Heights	65.849	38,829,700	7,292,100	31,537,600	589,678
Campus	198.257	23,243,800	15,113,500	8,130,300	117,241
Cedar Point	140.011	249,806,500	159,661,300	90,145,200	1,784,192
Central	87.474	113,144,200	41,463,000	71,681,200	1,293,461
Conference Point	123.706	86,044,500	49,822,500	36,222,000	695,556
CP Extension	5.966	2,942,800	1,408,900	1,533,900	493,262
Dartmouth	20.854	34,926,900	19,373,400	15,553,500	1,674,830
Harborview	29.48	10,086,500	2,755,900	7,330,600	342,147
Lakewood Trails	56.956	38,829,500	6,309,600	32,519,900	681,746
Prarie View	35.025	19,485,800	4,286,400	15,199,400	556,340
Theatre	20.46	1,689,300	266,200	1,423,100	82,566
Village	472.051	-	-	-	-
West Village	73.528	32,142,200	9,061,400	23,080,800	437,142
Willabay	54.409	62,696,100	5,991,300	56,704,800	1,152,311
(blank)	0	-	-	-	
Grand Total	1506.333	728,137,600	325,248,900	402,888,700	