



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

NOTICE

COMMITTEE MEETINGS

WEDNESDAY, APRIL 13, 2022 AT 6:30 PM
VILLAGE HALL COUNCIL ROOM

AGENDA

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

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

- a. Call to Order
- b. Roll Call
- c. Streets & Highways Committee Meeting Minutes of March 16, 2022
- d. Theatre Road Bike Path
- e. Adjourn

II. Protective Services Committee – Vlach, Umans, D'Alessandro

- a. Call to Order
- b. Roll Call
- c. Protective Services Committee Meeting Minutes of March 16, 2022
- d. Joint Protective Services and Finance & Personnel Committee Meeting Minutes of March 21, 2022
- e. Protective Services Committee Meeting Minutes of April 4, 2022
- f. Williams Bay Dive Team
- g. Police Officer Staffing Needs
- h. Monthly Numbers
- i. Chief's Report
- j. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Parks & Lakefront Committee Meeting Minutes of March 16, 2022
- d. Yoga on the Beach Proposal
- e. Garden Proposal at Lions Park
- f. Adjourn

IV. Finance & Personnel Committee – Parker, D’Alessandro, Wright

- a. Call to Order
- b. Roll Call
- c. Finance & Personnel Committee Meeting Minutes of April 6, 2022
- d. Dip In The Bay Municipal Lease
- e. Adjourn

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

- a. Call to Order
- b. Roll Call
- c. Water & Sewer Committee Meeting Minutes of March 16, 2022
- d. Water & Sewer Committee Meeting Minutes of March 21, 2022
- e. Water Impact Fee Needs Assessment
- f. Adjourn

VI. Building, Zoning & Ordinance Committee – Wright, Vlach, Parker

- a. Call to Order
- b. Roll Call
- c. Building, Zoning & Ordinance Committee Meeting Minutes of March 16, 2022
- d. Building Permit Fees
- e. Tree Permit Fees
- f. Fireworks Permit Fee
- g. 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: 04/12/2022 5:00 PM



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UNOFFICIAL MINUTES STREETS AND HIGHWAYS 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 Stanek at 6:30pm.

Roll Call

Trustees Stanek and Vlach

Excused: Umans

Also Present: President Duncan, Trustee D'Alessandro, Parker and Wright, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Library Director Schnupp and Brian Pollard.

Meeting Minutes

Vlach/Stanek motion to approve meeting minutes of February 16, 2022. Unanimously carried.

Vacation of a Portion of Clover Street Right Of Way

Brian Pollard was present to discuss his request to vacate a portion of Clover Street ROW on parcel WWUP 00025. Pollard stated that the right of way has been undeveloped for at least 70 years. The property is zoned as TF (Two-Family Residential) with plans for a single structure. Stanek stated that the Village would prefer that parcel WWUP 00024 and WWUP 00024B be combined into a single parcel and cover costs involved. Pollard stated that wouldn't be a problem but would like the Village assistance in the process.

Adjourn

Vlach/Stanek motion to adjourn at 6:57pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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



State of Wisconsin
Department of Transportation

FFY 2023 - 2026 Bipartisan Infrastructure Law (BIL) Program Solicitation

Assistance programs

BIL - Local Programs

Road and bridge

Transit

Other aid

The FFY 2023 - 2026 BIL solicitation will include materials for the Surface Transportation Program (STP) (Urban, Rural and Local), Local Bridge, and Congestion Mitigation & Air Quality (CMAQ) Improvement Programs. Please note, the Transportation Alternatives Program (TAP) is not included in this solicitation; a separate BIL solicitation for TAP is anticipated later this summer.

All Applications for the FFY 2023 - 2026 BIL Solicitation are due by 5:00 PM on Friday, June 3, 2022.

New! Instructional Webinar (March 10, 2022)

-  [FFY 2023 - 2026 BIL and WisDOT Local Program Presentation](#)
- [BIL - Local Programs FFY 2023 - 2026 Project Solicitation Webinar Video](#) 

Preliminary Cost Estimate
Theatre Road Multi-Use Path
(Prairie View Road to Future Cambridge Drive)
Village of Williams Bay

Project Length 4,630 LF
Path Area 44,650 SF

Item	Approx. Quantity	Unit	Unit Price	Amount		
Excavation Common	2,000	CY	\$ 35	\$70,000		
Tree Removal	5	EACH	\$ 2,200	\$11,000		
Tree Trimming	5	EACH	\$ 560	\$2,800		
Removing Small Pipe Culverts	2	EACH	\$ 1,100	\$2,200		
Base Aggregate Dense 1 1/4-inch	2,550	TON	\$ 30	\$76,500		
Excavation Below Subgrade	170	CY	\$ 80	\$13,600		
Asphaltic Surface Paths	860	TON	\$ 100	\$86,000		
Asphaltic Surface Driveways	30	TON	\$ 170	\$5,100		
Asphaltic Surface Patching (4-inch)	80	TON	\$ 225	\$18,000		
Apron Endwalls for Culvert Pipe Reinforced Concrete	7	EACH	\$ 850	\$5,950		
Pipe Culverts Reinforced Concrete	25	LF	\$ 95	\$2,375		
Concrete Curb & Gutter 30-inch	1,400	LF	\$ 28	\$39,200		
Concrete Sidewalk 6-inch	500	SF	\$ 12	\$6,000		
Curb Ramp Detectable Warning Field	160	SF	\$ 47	\$7,520		
Storm Sewer Reinforced Concrete	1000	LF	\$ 95	\$95,000		
Storm Structures with Covers	10	EACH	\$ 3,500	\$35,000		
Mobilization & Traffic Control	1	LS	\$ 30,000	\$30,000		
Topsoil & Lawn Restoration	5,140	SY	\$ 12	\$61,680		
Erosion Control	1	LS	\$ 5,700	\$5,700		
New Trees For Screening	6	EACH	\$ 700	\$4,200		
Signs with Posts	10	EACH	\$ 250	\$2,500		
Rectangular Rapid Flashing Beacon, solar, 2 direction, 2 post	1	EACH	\$ 17,000	\$17,000		
Pavement Marking Epoxy Crosswalks	1,000	LF	\$ 12	\$12,000	TAP	Village
					80%	20%
Construction Subtotal				\$609,000	\$487,200	\$121,800
Construction Contingencies & Construction Engineering (25%)				\$153,000	\$122,400	\$30,600
Construction Total Cost				\$762,000	\$609,600	\$152,400
DOT Construction Review (2%)				\$15,600	\$12,480	\$3,120
Construction Cost with DOT review				\$777,600	\$622,080	\$155,520
Design Engineering (15%)				\$113,640	\$90,912	\$22,728
DOT Review (1.5%)				\$11,760	\$9,408	\$2,352
Total Design Engineering Cost				\$125,400	\$100,320	\$25,080
Total Project Cost				\$903,000	\$722,400	\$180,600

Improvement Description

Install a separate 10-foot wide asphalt multi-use path along Prairie View Subdivision, adjacent to the roadway through the Town of Delavan, and around "Theatre Road Park." Work includes tree removals, tree trimming, excavation, storm sewer, curb & gutter, ADA ramps, high-visibility crosswalks, new signs, restoration, some new trees for screening, driveway replacements, and installing new Rectangular Rapid Flashing Beacons (RRFBs) at a roadway crossing.

Estimated unit costs factor in federal labor requirements and two years of construction cost inflation (3.6%/yr) based on WisDOT Fisher Construction Cost Index 2010-2019.



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OFFICIAL MINUTES PROTECTIVE SERVICES 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 Vlach at 6:57pm

Roll Call

Trustees Vlach and D'Alessandro

Excused: Umans

Also Present: President Duncan, Trustees Parker, Stanek and Wright, Administrator Tobin, Treasurer Peternell, Police Chief Timm and Library Director Schnupp.

Meeting Minutes

D'Alessandro/Vlach motion to approve meeting minutes of February 16, 2022. Unanimously carried.

School Resource Officer Memorandum Of Understanding

Vlach stated that the School Board has reviewed the MOU and is happy with how the SRO is working out. Timm stated that there are no recommended changes to the MOU. D'Alessandro/Vlach motion to recommend Village Board approval of renewing the Memorandum Of Understanding. Unanimously carried.

Williams Bay Women's Civic League Temporary Class "B" and "Class B" License Application for May 7, 2022.

Umans/D'Alessandro motion to recommend Village Board approval of the Williams Bay Women's Civic League Temporary Class "B" and "Class B" License Application for May 7, 2022. Unanimously carried.

Monthly Numbers

Chief Timm provided an overview of the February 2022 Police Activity. Timm gave a brief update on monthly police activities.

Adjourn

D'Alessandro/Vlach motion to adjourn at 7:06pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



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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

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UNOFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE 04/04/22 MEETING MONDAY, APRIL 4, 2022 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

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

II. Roll Call

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

Also Present: President Duncan, Trustee Parker, Stanek and Wright, Police Chief Timm and Treasurer Peternell

III. 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 Jim D'Alessandro at 6:01pm.

Votes:

Yes: None

No: None

Abstain: None

Result: Passed

A. Police Department

IV. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by George Vlach and seconded by Jim D'Alessandro at 6:47pm. Unanimously carried.

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

The motion to Recommend Village Board Approval of part-time Police Officer wages at \$30/hour and a \$120 stipend for 3 or more shifts worked per month was initiated by Robert Umans and seconded by Jim D'Alessandro. Unanimously carried.

The motion to approve the Police Chief to post for a Full-Time Police Officer position was initiated by George Vlach and seconded by Jim D'Alessandro. Unanimously carried.

VI. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Robert Umans at 6:49pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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UNOFFICIAL MINUTES PARKS AND LAKEFRONT 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 D'Alessandro at 7:06pm

Roll Call

Present: Trustees D'Alessandro, Stanek and Wright

Also Present: President Duncan, Trustee Parker, Vlach and Umans, Administrator Tobin, Treasurer Peternell, Police Chief Timm and Library Director Schnupp.

Meeting Minutes

Wright/Stanek motion to approve meeting minutes of February 16, 2022. Unanimously carried.

Day in The Bay

D'Alessandro stated the WBBA will be holding the Day in The Bay event on May 7, 2022. He is requesting to allow a few parking spots at the Lions Field House be blocked off for music performers that day. Wright/Stanek motion to recommend Village Board approval of blocking off a few parking spots at the Lions Field House be blocked off for music performers for Day in The Bay on May 7, 2022. Unanimously carried.

Installation of flagpoles at Lions Fieldhouse

D'Alessandro stated that the Lions Club is requesting (3) flagpoles be installed at the Lions Field House. D'Alessandro/Wright motion to recommend Village Board approval of installation of flagpoles. Stanek asked who would be responsible for paying for the poles and flags and who would be responsible for maintaining them. Discussion was held regarding whether the poles would be lighted or not. It was the consensus that the Lions Club should provide the Committee with a concept plan of the poles and provide documentation on what the Lions Club responsibility will be. D'Alessandro/Wright withdrew their motion to recommend Village Board approval. A Parks & Lakefront Committee meeting will be held on March 21st to review the Lions plan so a recommendation can be provided to the Village Board.

Proposal for Beach house Renovations

Tobin discussed the proposal from R.J. Amann Builders, LLC in the amount of \$10,600 for renovations at the beach house. The work proposed is to replace the existing stand/counter at the entrance and replace with cabinets to create a more secure area. Tobin stated that the project came in under the budgeted amount of \$14,000. Wright/Stanek motion to recommend Village Board approval of the proposal from R.J. Amann Builders, LLC in the amount of \$10,600 for renovations at the beach house. Parker questioned whether F&P needed to approve the proposal since it's a contract. Wright/Stanek withdrew their motion to recommend Village Board approval. Item will be reviewed by F&P at the March 21st Village Board meeting.

Proposal for Lakefront Bathroom Renovations

Tobin discussed the proposal from R.J. Amann Builders, LLC in the amount of \$54,000 for renovations to the Lakefront bathrooms. Tobin stated that the budgeted amount for this project was \$50,000. She further stated that the Director of Public Works has been working to get other bids and that she needs to confirm with the Village Attorney regarding bid requirements since it's a public facility. Wright/Stanek motion to table item until another bid is received and bid requirements are confirmed. Unanimously carried.

Library Landscape Design

Schnupp discussed the landscape design for the Barrett Memorial Library. She stated that the Friends of The Library will be funding the project and she has been discussing the project with the Director of Public Works for input on implementation and maintenance. Schnupp will keep the Committee informed on the progress of the landscaping project.

Adjourn

Wright/Stanek motion to adjourn at 7:47pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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

Yoga Lake Geneva, LLC
Summer 2022 Yoga on the Beach Proposal
Village of Williams Bay

Yoga Lake Geneva, LLC
c/o Frank Whiting, Owner
99 Cedar Point Dr
Williams Bay, WI 53191
630-842-4413
info@yogalakegeneva.com
www.yogalakegeneva.com

History

Yoga Lake Geneva has been providing yoga in and around the Lake Geneva area since 2014. We started with “Yoga on the Beach” at Pier 290, where we taught Summer 7am classes every weekend between Memorial Day and Labor Day for five years (ending in 2019). We currently have practices six days a week at The Ridge Hotel, our home since 10/20. In the Summer, we also provide yoga at the LG Farmer’s Market and lake front at Abbey Springs.

For 2021 we will be leading yoga at the Williams Bay Farmer’s Market on Fridays at the request of Nancy Waspi.

Our Request

Many of our students who remember the beach at Pier 290 continue to ask us for an early morning beach practice option, and we would like to explore the option of leading a ***yoga practice on Williams Bay Public Beach from 7-8 am on Saturdays and Sundays between Memorial Day weekend and Labor Day weekend. We would also like to offer special beach practices at 7 am on Memorial Day, July 4th and Labor Day*** (but that is not a priority for YLG).

We would anticipate leaving the beach as good or better than we found it. Our instructors would arrive early to pick up any trash or lost & found items, and the students would bring shoes, mats and water bottles, all of which would leave the beach with them. There was no restroom available at Pier 290 – if the Beach House restrooms were locked at this time we will send students to the public restrooms West of the Boat Launch.

Residents could park in the one-way loop by the beach entrance; non-residents could park across the street in the lot by the Kishwauketoe boardwalk entrance. At Pier 290 some students walked to class on the shorepath, and others who were from the Bay rode bikes. A few even came by kayak and paddleboard and every now and then someone came by powerboat. We will be clear of the area 100% by 8:15 am each day.

Yoga Lake Geneva, LLC
Summer 2022 Yoga on the Beach Proposal
Village of Williams Bay

All of our teachers are Yoga Alliance certified and registered, and we require all to carry professional liability insurance – minimum \$ 1 million but many (including myself) carry \$ 2 million). Naming the Village as an “additional insured” would be easy – we do that for The Ridge (Paloma) currently.

Proposed Compensation

Yoga Lake Geneva is effectively a “not-for-profit,” not by our official tax status but our tax returns have always reflected a small net loss (but we have been able to stay cash flow positive).

Since we began teaching at the Lake Geneva Farmer’s Market, we have tracked the students who came to those practices and at the end of the year have made a donation of \$1/student/day to Horticulture Hall (Sean Payne). With the Williams Bay Farmer’s Market, we have agreed with Nancy Waspi to do the same – at the end of the season we will make a donation of \$1/student/day to Santa Cause.

We would propose the same arrangement with Williams Bay – at the end of the season we will provide documentation by date of the number of students and will send the Village a check for \$1/student/day. Yoga Lake Geneva has a software system (Mindbody) that tracks the students in each practice (and allows us to accept credit cards), so attendance data is readily available.

Thank you for your consideration, and I look forward to your thoughts and/or questions. The contact information at the top of this document is my personal information.

Best regards,

A handwritten signature in black ink, appearing to read "Frank Whiting". The signature is fluid and cursive, with a large, stylized "F" and "W".

Frank Whiting
Yoga Lake Geneva, LLC

Katie Oglesby

March 24, 2022

Village of Williams Bay
c/o Becky Tobin
250 Williams Street
Williams Bay, WI 53191

Dear Ms. Tobin,

Attached please find my consultation feedback along with an inspiration drawing for some optional additions to the Community Garden. One suggestion I added is a feature at the entrance to the community gardens to set the tone for the space.

Additionally, a storage shed, compost system, and sitting area for the gardeners to help with maintenance requirements and space for all to enjoy their gardens.

After reviewing the feedback, please reach out and we can schedule a time to answer any additional questions. Thank you again for the opportunity to consult. Community Gardens are a benefit to every community and I believe this garden has the potential to be an inspiring space for the community.

Regards,
Katie.

Katie Oglesby, LLC

Garden Designer | Certified Health Coach

262-989-9550

katieoglesby.com

katie@katieoglesby.com

VILLAGE OF WILLIAMS BAY

COMMUNITY GARDENS CONSULT

After reviewing and observing the garden site, existing rules, regulations, and research of established community gardens throughout the US, the following are my recommendations.

Fencing

Option to replace the existing fence, duplicating the chain-link fence already being used in the surrounding areas to sufficiently keep consistent aesthetics. Regardless of the fencing option, using something that can be weed-whacked should be considered.

Inside the fence, the gardeners should be responsible for keeping the weeds down on the gardens that border the fence. Option to add steel/aluminum edging or use 30% vinegar (effective organic application) to kill the grass line along the fence.

Options:

- Add a 2-foot border around the existing fence line creating a pathway around the garden. This provides a buffer from the plots if the Village decides to weed whack the fence line and or apply vinegar.
- A solid fence that would block the view of the actual garden from sight.

Pathways

The pathways are currently higher than the gardens, and while some are maintained, others appear to be overgrown with weeds. I recommend taking a sod cutter to level all the pathways and remove the higher points for a fresh start.

Apply landscape fabric down in all pathways. Secure with landscape pins.

The goal is to keep those areas under control for better access for the gardeners and the Village.

Pathways should be mulched 3-4 inches. Mulch degrades, so this will be an annual task. It should be determined who is responsible for the costs and application (it can be a requirement for gardeners to participate in this project or recruit outside volunteers in the community).

I would discourage the use of straw in the pathways. It is almost impossible to determine when purchasing straw if the straw has been harvested before it going to seed. This increases the probability of adding unnecessary weed seeds to the garden, increasing maintenance. Straw also has the propensity to contain other weed seed when being harvested.

If any additional gardens are added, I recommend pathways be a minimum of 3 feet wide, preferably 4.

Should the community garden decide to border the beds and pathways, pea gravel (#6 stone) is the most economical and lowest maintenance option. See below.

Borders & Beds

There is an option to border the gardens/pathways. It's an investment; however, it could be done in stages and keeps a cleaner profile and easier access for the gardeners to maintain their plots.

Many community gardens have raised beds or border the garden plots with rot-resistant wood (4x4 cedar preferably) to keep gardens contained, with cleaner aesthetics and profiles.

Any vacant garden for the growing season should be covered with landscape fabric and pins to keep weeds down. I recommend Dewitt Sunbelt Ground Cover Fabric and avoiding the use of plastic. Dewitt fabric can be reused and can last up to 10 years.

Weeds

Fabric in all pathways should cut down on the common area weeding immensely. Regarding the individual plots, see below recommendations of "Gardeners Responsibilities Section."

Suggested Items “Community Working Spaces”

See attached drawing:

Shed

Creating a common area for storage would minimize the debris throughout the garden and provide better organization. This storage could be used for community garden tools, 30% vinegar for weed control, landscape pins for any vacant plots or gardens using fabric to eliminate the bricks/rocks/etc., and maintain better aesthetics. This could also include a section for storage for the blue water barrels at the end of the year.

Sitting area

Dave Rowland has suggested they were going to use a plot for a sitting area and a place for shade. I think that's a great idea. However, I suggest not using a garden instead of moving it to the “community space I created on the drawing”. A pergola would be a great donation item to ask for, along

with picnic tables or chairs. This space also can be used for educational classes & garden picnics.

Compost bins

I recommended adding an actual compost system to the garden. The bins will keep the material contained, improve aesthetics, and, depending on the style, can speed up the composting process for the gardeners.

Many of the following suggestions are great projects for local civic organizations to fund. There are also community garden grants available.

Waste bin

Add a container for Weeds as they should be placed in a garden pile waste system, not in the compost system.

Gardener Responsibilities & Maintenance /Standard of Care

A committee should be officially established by the community garden members responsible for and designated to work with the Village/Recreation Department on the following issues or create a point-of-contact volunteer role to ensure clear communication and expectations.

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Upon reviewing your Plot Agreement/Rules and Community Garden Guidelines, I have the following suggestions to be added to the existing gardener agreement. Enforcement of the agreement and rules is necessary and crucial for a well-maintained community space.

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Weeds: Do not let weeds cover more than 25 % of the plot, grow more than 12 inches, or go to seed. This can include half of the pathway around the gardener's plot to spread out the responsibility of weeding pathways, or you can create sections in the gardens that gardeners are responsible for. Those gardeners are responsible amongst themselves to keep it weeded weekly.

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Borders & Boundaries: All plants must be kept within the plot edges.

Seasonal Deadlines: Enforce the October 31 deadline to have all gardens cleaned up for the winter. This includes the perennials garden being properly cut back for spring.

Some community gardens implemented an option to raise the fee with a refundable portion, and if the garden plot is not cleaned out, their fee is not refunded. Additionally, if a gardener requires more oversight due to neglect, the fee is not refunded or prorated at the end of the season.

To start the 2022 season off, schedule a spring clean-up day. There is a lot of debris and personal items that must be removed. This will set a precedent with new rules, expectations, and protocols for maintenance in the upcoming season.

Volunteer Hours: Volunteer hours should be spread out throughout the season. Assign days for pathways to be mulched in spring where gardeners participate in spreading around their plots if able.

Ongoing maintenance suggestions for common areas:

Option 1

Schedule monthly workdays in addition to a spring kick-off and fall finale clean-up. Pathways should be maintained at a minimum bi-weekly for weeding.

Option 2

Divide the garden into sections to create mini-communities. (“Naming areas like “tomatoville,” “cauliflower corner,” etc.). These groups are responsible for maintaining pathways in their areas. This is a common practice throughout many community gardens.

Role Clarity:

Redefining the expectations of the gardeners that this is their community space to maintain to a higher standard. Typically, the majority of the maintenance responsibilities are that of the gardeners. Your documents do provide a good amount of support from your recreation department. However, a decision needs to be determined on the roles and responsibilities of the following:

*The community garden agreements need to be updated by the Village in addition to the maintenance sections.

For example: Upon review of your Community Garden Guidelines, the document states the recreation department preps the beds for the winter, and in another section I notice a no-till approach. Upon visiting the garden, I saw a tiller left out front.

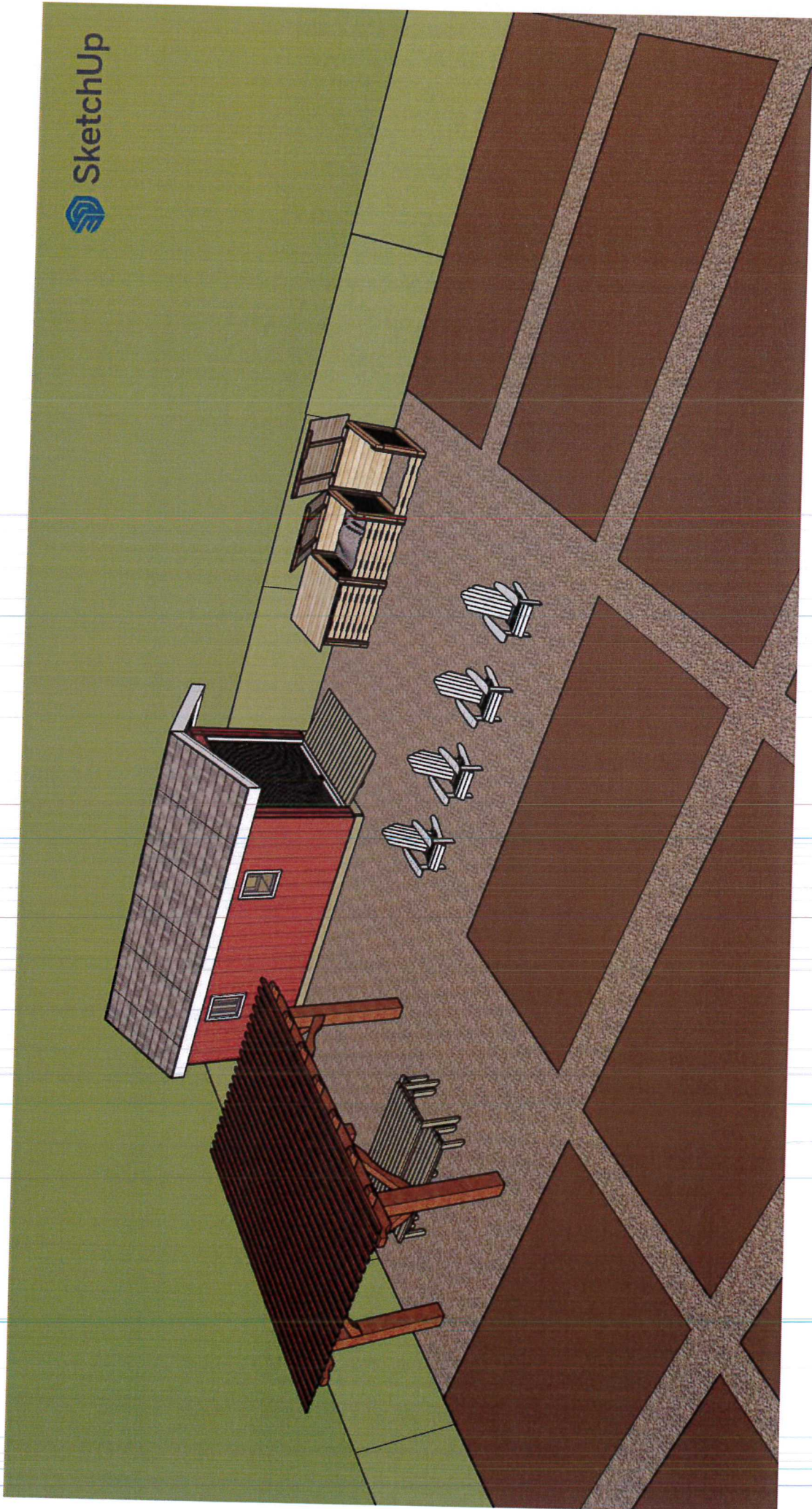
Is the recreation department prepping beds and are there hard rules on tilling?

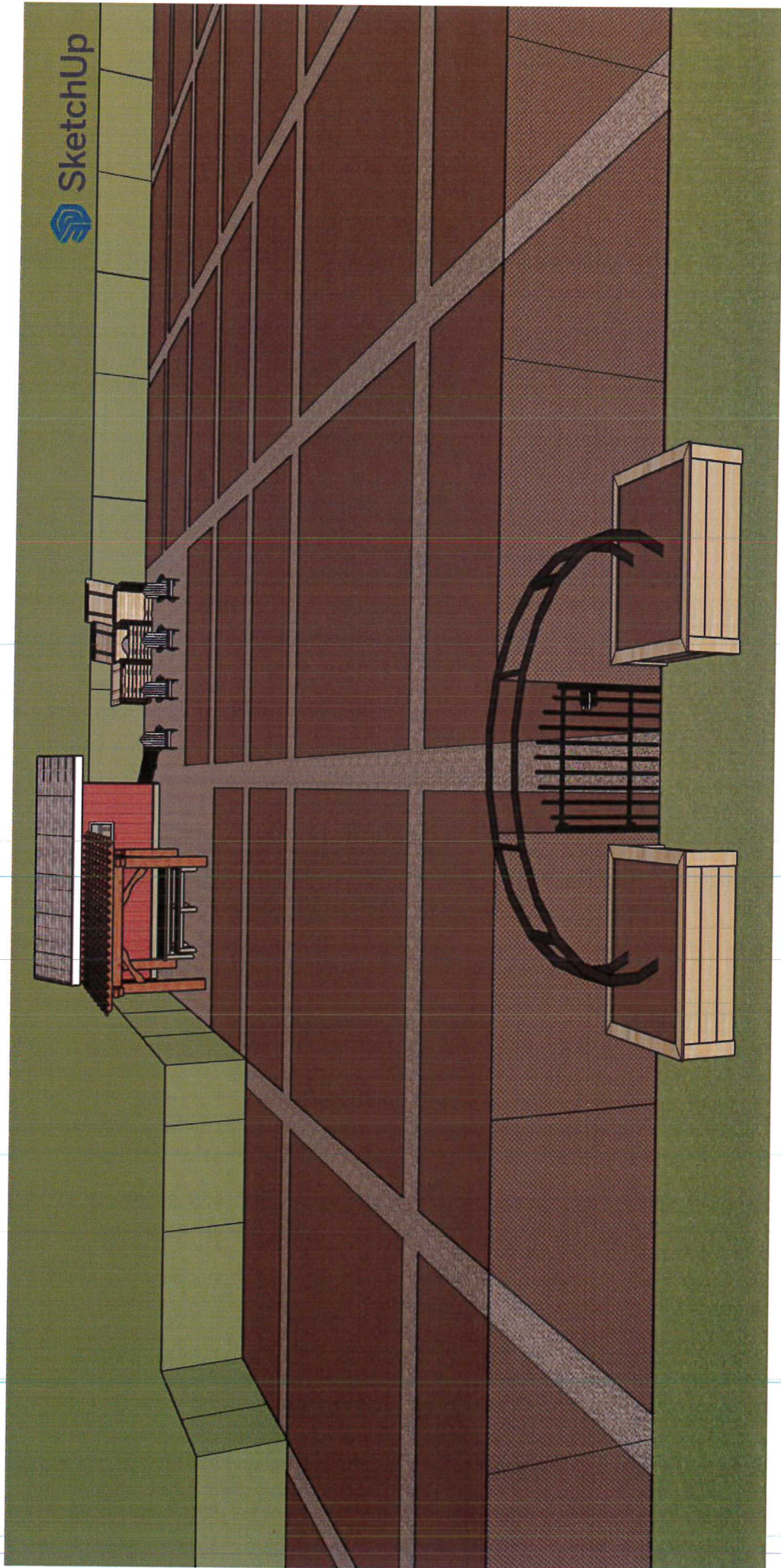
*There is a reference to a committee, but it's unclear if this is still active and who is responsible for the gardeners and or spokesperson. The Village

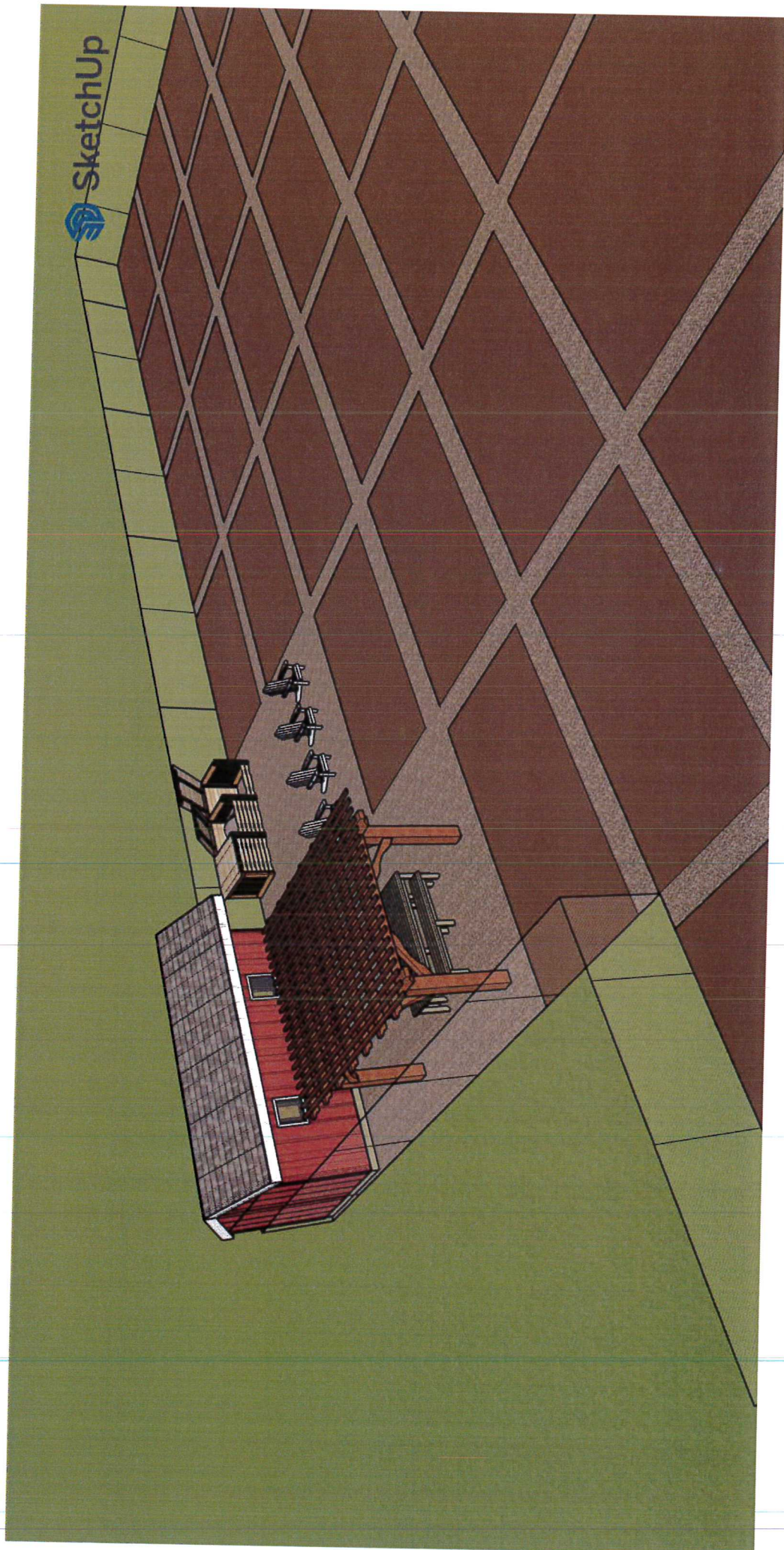
should establish the desired expectations of a committee and or point of contact person on behalf of the gardeners.

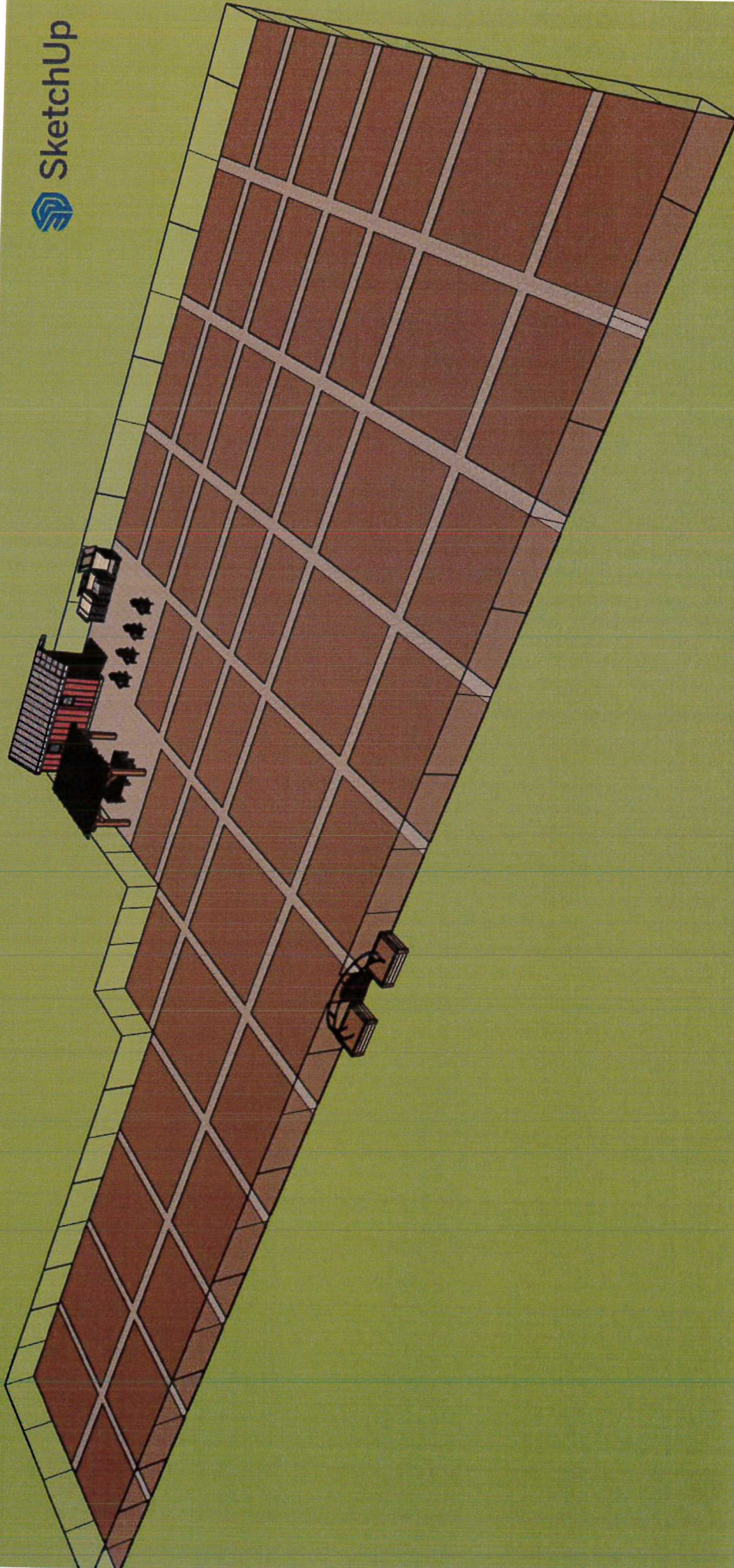
*Who enforces the rules and violation system? My recommendation based on the current condition of the gardens is that the Village/Recreation Dept assume responsibility for enforcement at this time. Even if it requires increasing fees to assume more responsibility of this portion.

*Point of contact for management of volunteer hours, scheduling volunteer days (recreation department or a committee)











VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

UNOFFICIAL MINUTES FINANCE AND PERSONNEL 04/06/22 MEETING WEDNESDAY, APRIL 6, 2022 AT 9:00 AM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Parker called the meeting to order at 9:02am.

II. Roll Call

Present: Don Parker, Lowell Wright, Jim D'Alessandro

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

III. Finance & Personnel Committee Meeting Minutes of March 16, 2022

The motion to Approve the Finance & Personnel Committee Meeting Minutes of March 16, 2022 was initiated by Jim D'Alessandro and seconded by Lowell Wright. Unanimously carried.

IV. Joint Protective Services and Finance & Personnel Committee Meeting Minutes of March 21, 2022

The motion to Approve the Joint Protective Services and Finance & Personnel Committee Meeting Minutes of March 21, 2022 was initiated by Lowell Wright and seconded by Jim D'Alessandro. Unanimously carried.

V. Dip In The Bay Municipal Business Lease

Discussion was held regarding the renewal of the lease for the 2022 season. The lease added the location of 105 N. Walworth to the permitted areas where the cart will be located. Further discussion was held regarding allowable signage. The recommendation was to include verbiage on the lease that only allows signage on his equipment. Parking location was also discussed. It is recommended that parking in the residential parking space at the lakefront is only allowed for unloading. The revised lease will be presented at the F&P meeting on April 13th for recommendation to the Village Board.

VI. Draft Financial Management Plan

The Committee reviewed the draft Financial Management Presentation prepared by Kevin Mullen from Robert W. Baird & Co. The presentation details the existing debt in addition to a list of water, sewer and general fund projects over the next 6 - 20 years and a hypothetical financing plan if all projects were included in the next borrowing. Tobin will advise Mullen of changes needed to plan based on discussion from the Committee.

VII. Review of Assessor's Reports

Parker discussed the assessment analysis that he compiled based on 2019 data of the different classes of property in the Village. Parker suggested asking the assessor for this information as part of the Comprehensive Plan update as a tool to determine future development and zoning decisions.

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.

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 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 was initiated by Jim D'Alessandro and seconded by Lowell Wright at 10:10am.

Votes:

Yes: None

No: None

Abstain: None

Result: Passed

A. Police Department

B. EMS Contract

IX. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by Jim D'Alessandro and seconded by Lowell Wright at 10:21am. Unanimously carried.

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

Parker noted that the F&P reviewed the discussion regarding part-time Police Officer wages and determined there would be little to no budget impact due to the wage change.

The motion to Recommend Village Board Approval of the Intergovernmental Agreement between the Town of Fontata and the Village of Williams Bay for EMS Services was initiated by Lowell Wright and seconded by Jim D'Alessandro. Unanimously carried.

XI. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Lowell Wright at 10:21am. 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.
9. Signage will only be allowed on renter's equipment.
10. Renter agrees to only use residential parking spot for unloading of equipment.

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

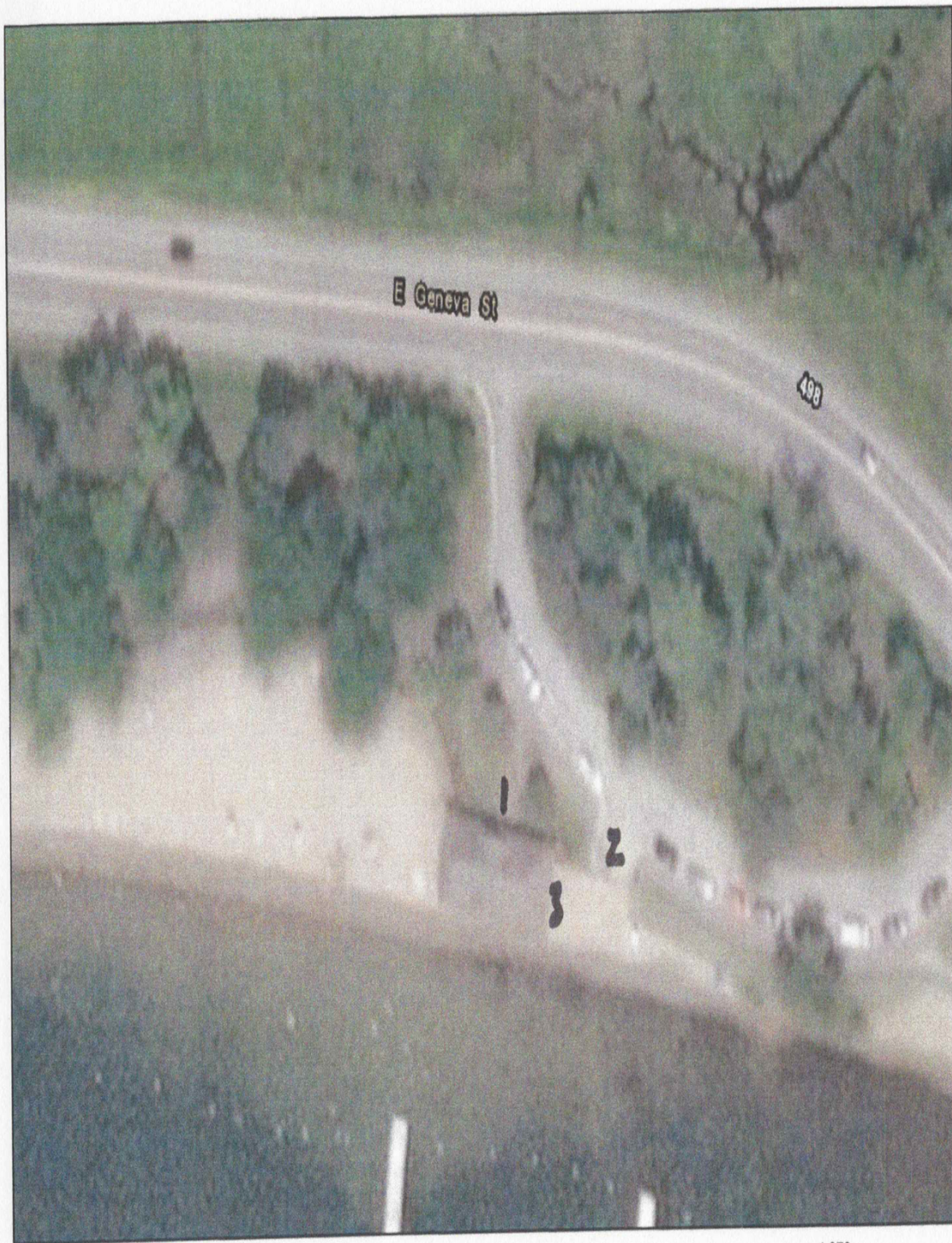
John Dwyer

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

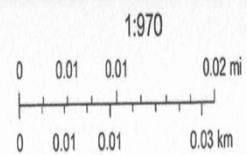
MUNICIPALITY:
VILLAGE OF WILLIAMS BAY

William B. Duncan, President
ATTEST:

Jackie Pankau-Daniels, Clerk



5/15/2020



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



VILLAGE OF WILLIAMS BAY

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Phone: 262-245-2700

UNOFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, MARCH 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Trustee Parker at 8:00pm

Roll Call

Trustees Parker and Stanek

Excused: Umans

Also Present: President Duncan, Trustee D'Alessandro, Vlach and Wright, Administrator Tobin, Treasurer Peternell, and Police Chief Timm.

Meeting Minutes

Parker/Stanek motion to approve the February 16, 2022 meeting minutes. Unanimously carried.

Parker/Stanek motion to approve the Joint Finance & Personnel and Water & Sewer meeting minutes of March 14, 2022. Unanimously carried.

Adjourn

Stanek/Parker motion to adjourn at 8:00pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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



VILLAGE OF WILLIAMS BAY

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Phone: 262-245-2700

UNOFFICIAL MINUTES WATER AND SEWER COMMITTEE 03/21/22 MEETING MONDAY, MARCH 21, 2022 AT 6:30 PM LION'S CLUB FIELD HOUSE 310 ELKHORN RD, WILLIAMS BAY

I. Call to Order

Umans called the meeting to order at 6:35pm.

II. Roll Call

Present: Robert Umans, Don Parker, Matt Stanek

Also Present: President Duncan, Trustee D'Alessandro, Vlach and Wright, Administrator Tobin, Treasurer Peternell, Director of Public Works Edwards, Police Chief Timm and Village Engineer Snyder

III. Public Service Commission Approval to increase Water Rates

Umans discussed the estimates of upcoming water projects and costs and stated that the Baird is working on incorporating these into the financial plan.

The motion to Recommend Village Board Approval of the Public Service Commission Approval to increase water rates was initiated by Matt Stanek and seconded by Don Parker. Unanimously carried.

IV. Sewer Rate Increase

Umans reviewed the estimates of upcoming sanitary sewer project costs and stated that a sewer rate increase will be needed to pay for the projects.

V. Adjourn

The motion to adjourn was initiated by Don Parker and seconded by Matt Stanek at 7:01pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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

Village of Williams Bay, Wisconsin

Water Impact Fee Needs Assessment



Prepared by:

BAXTER & WOODMAN
Consulting Engineers

www.baxterwoodman.com

November 2018

Revised January 2022

DRAFT

Village of Williams Bay, Wisconsin Water Impact Fee Needs Assessment

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- A Current Law and Ordinance Information
- B 2020 Census Data; Connections Since 2018

1. INTRODUCTION

1.1 Community Profile

The Village of Williams Bay is located in southern Walworth County and is primarily urban in character. The Village is bounded by the Town of Linn to the east, Town of Geneva to the northeast, Town of Delavan to the north, Town of Walworth to the west, and Geneva Lake to the south. The population of the Village during the 2020 census was 2,842.

1.2 Background

Wisconsin Act 305 (State Statute 66.0617) provides the authority for political subdivisions (cities, villages, towns, or counties) to enact ordinances that impose impact fees to cover capital costs to construct, expand, or improve public facilities due to new development. Capital costs include the land, legal, engineering, and design costs. Impact fees are not intended to prohibit or limit the authority of the political subdivision to finance public facilities by any other means authorized by law, except that the amount of an impact fee shall be reduced to compensate for any other costs of public facilities imposed by the political subdivision on developers to provide or pay for capital costs. A copy of State Statute 66.0617 and the current Village laws on impact fees are included in Appendix A.

1.3 Study Area

The study area for this report includes undeveloped land within the Village's corporate limits and also includes those areas outside of the Village corporate limits that were identified in the 2010 Williams Bay Comprehensive Plan as prepared by Vandewalle and Associates, Inc.

1.4 Previous Studies

The Village contracted with Ehlers and Associates, Inc. in 1996 to complete the *Report on Impact Fees for the Village of Williams Bay, Wisconsin*, which analyzed the existing system and calculated an impact fee. The calculated impact fee per Residential Unit for Supply and Storage and Main Oversizing were \$635 and \$129, respectively. The fees escalated incrementally for water meter sizes of one-inch and above. The ordinance detailing these fees is in Appendix A. The reason for the two public facilities is that the Supply and Storage fee applied to the existing service area as well as areas outside the existing service area while the Main Oversizing fee only applied to areas outside of the existing service area.

In 2018, Baxter & Woodman, Inc. completed a Water System Master Plan Report (Plan) to investigate whether adequate supply, treatment, and storage capacity was available to serve future customers. The following information is obtained from the Plan:

- Serve the lower pressure zone from the upper pressure zone in the future.
- The Village has adequate supply and treatment capacity to serve all platted lots within the Village.
- Consider constructing new storage (0.50 MG) in the upper pressure zone at the time that significant maintenance is required on the smaller Collie Street, Potawatomi Road, and Olive Street elevated storage tanks.

1.5 Purpose and Scope

This report determines water supply, storage, and treatment facilities that are necessary to serve future growth, provides an opinion of probable cost for the necessary improvements, allocates these costs based on need to future customers, and provides an estimated cost that is computed on a per residential equivalent unit (REU) basis.

This report also intends to streamline the impact fee ordinance by eliminating the need for two service zones and eliminating the water main oversizing component. Mercy Hospital constructed a 12-inch water main loop around the north side of the Village in 2012 and greatly improved the distribution system; the need for water main oversizing for future development is no longer needed. Only costs associated with supply, storage, and treatment will be part of the impact fee. The cost breakdown provided in this report accounts for allocations to existing and future customers and allows a single impact fee to be applied to all new development regardless of where they are located within the Village.

2. PLANNING CONSIDERATIONS

2.1 General

This section describes the Residential Equivalent Unit (REU) and develops an estimate of REU's based on the land use information contained in the 2010 Williams Bay Comprehensive Plan.

2.2 Existing Residential Equivalent Units

A residential equivalent unit (REU) is any individual living unit, which has, within the unit, at least an individual lockable entrance and exit, a kitchen with a cooking appliance, an individual bathroom with shower or bathtub and sleeping and living areas. Each single-family residential unit constitutes one REU, whether located within a one-family, multifamily, condominium, cooperative, rental, or owner-occupied unit. According to the 2020 federal census reports, the average housing unit, or REU, in Williams Bay contains 2.36 persons. The number of REUs associated with the current population is 2,842 divided by 2.36 persons per home or 1,204.

2.3 Commercial and Other Equivalent Units

Commercial and other REUs are calculated based on their service needs (water meter size) compared to the single-family residential unit and includes nursing homes, community based residential care facilities, and residential care apartment complexes. See Table 1 for the REU Ratio based on flow rates for individual meter type and size and the American Water Works Association Standards. Please note that this is modified from previous versions due to current meter trends and accuracy. The larger meters are capable of reading a wider range of flow rates.

TABLE 1
REU Multiplier Based on Meter Size

Meter Size (inches)	Flow (gpm)	REU Ratio
3/4 or less	15	1.0
1	25	1.7
1-1/2	50	3.3
Larger than 1-1/2	By engineering analysis	

2.4 Future Residential Equivalent Units

According to the 2010 Williams Bay Comprehensive Plan, much of the future growth in the Village will be residential in nature. There are eight future residential land use categories along with business and institutional categories. There are no plans for industrial growth within the Village according to the Plan. This shows that the Village water system must accommodate mainly residential growth within the next 20 years.

3. NEEDS ASSESSMENT AND IMPACT FEE CALCULATION

3.1 General

This section determines the water supply and storage facilities needed for future growth, provides and opinion of probable cost, provides a summary of the needs assessment, and describes the impact fee calculations.

3.2 Existing Water Facilities

The Village of Williams Bay's water system consists of three wells, one centrally located water treatment plant, four elevated storage tanks, and over 30 miles of water main throughout two pressure zones. The water system currently provides approximately 0.36 MGD of water on an average day to 2,842 residents. This volume of water supply increases to nearly 0.80 MGD during summer months. The recent Water System Master Plan Report provides the description of the existing facilities and the existing and future water demand projections. Year 2021 was another drought year; per capita water use was in line with the future water demand projections.

3.3 Treatment Facility Expansion

In order to increase the capacity of the existing water plant, the Village would need to add a parallel lime reactor, an additional gravity filter, and additional clearwell storage; after removing the water plant from the floodplain. This would increase the plant capacity by 400 gallons per minute during the allowable 16 hour run time for this manual batch process. This equates to an additional 0.384 MG of water production per day. Based on a per capita water demand of 70 gpcd and a maximum day to average day ratio of 2.62, this facility expansion provides the ability to serve an additional 2,100 people or an additional 890 REUs.

As part of this same expansion, the Village will likely replace the existing filter media, add ammonia treatment, replace the high service pumps, and make building repairs. The costs related to these changes should be paid by all customers, not just future customers, and should not be part of this impact fee calculation. See Table 2 for the estimated costs and the impact fee eligible costs.

3.4 Elevated Storage Improvements

The Village will need to add elevated storage to the system in order to store the additional water from the water plant during the 16 hour run time and to provide equalization storage for the additional customers. As described above, this equates to an additional 0.384 MGD.

The Village will likely construct a 0.50 MG elevated storage tank and retire a few of the smaller tanks as they begin to leak or need expensive repainting. New users should pay the cost difference between a 0.30 MG tank and a 0.50 MG tank. See Table 2 for the estimated costs and the impact fee eligible costs.

3.5 Needs Assessment

In order to serve additional customers from future annexations, the water treatment facility will need to be expanded and additional ground and elevated storage added to the system as outlined above. The needs of these improvements will be split between existing and future customers.

3.5.1 Opinion of Probable Capital Costs

The concept level opinion of probable capital costs for the recommended alternative is contained in Table 2. Approximately 35 percent is included for contingencies and engineering for budgeting purposes given the conceptual level of these estimates.

TABLE 2
Opinion of Probable Capital Costs

Description	Estimated Cost	Impact Fee Eligible Cost
<u>Treatment</u>		
Treatment Facility Upgrades	\$ 5,000,000	\$ 1,250,000
Engineering & Contingencies (35%)	\$1,750,000	\$437,500
Treatment Project Cost	\$6,750,000	\$1,687,500
<u>Storage</u>		
0.50 MG Water Tower	\$ 2,000,000	\$ 700,000
Decommission Existing Water Towers	\$ 500,000	-
Site Work and Miscellaneous	\$ 200,000	\$ 125,000
Engineering & Contingencies (35%)	\$945,000	\$288,750
Storage Project Cost	\$ 3,645,000	\$ 1,113,750
Total Costs	\$ 10,395,000	\$ 2,801,250

The recommended alternative provides additional treatment and storage capacity to meet the needs of future customers. The impact fee eligible costs for the recommended improvements break down to \$1,687,500 for treatment improvements and \$1,113,750 for storage improvements for a total impact fee eligible cost of \$2,801,250.

3.6 Impact Fee Calculation

Tables 3 shows the impact fee calculations for all future development in the Village. To determine the impact fee, the impact fee eligible capital costs calculated in Table 2 are divided by the total number of additional REUs calculated above.

TABLE 3
Treatment and Storage Impact Fee

Item	Cost
Impact Fee Eligible Improvements	\$2,801,250
Additional REUs	890
Calculation	$\$2,801,250 \div 890$
Impact Fee Per REU	\$3,147.50

This results in a treatment and storage impact fee of \$3,147.50 per REU for all future customers. Table 4 shows the effect of the new water impact fee on the availability of affordable housing within the Village as required by the State Statutes.

TABLE 4
Effect of Fees

New Home Cost	
Average Home Cost	\$386,200
Down Payment	20%
Mortgage	\$308,960
Term	30 Years
Interest Rate	3.50%
Amortization Factor	0.053885363
Mortgage (Annual)	Mortgage x Amortization Factor
	\$16,648
Mill Rate Average (2017)	0.0197
Property Tax (Annual)	Home Cost x Mill Rate
	\$7,608
Total Impact Fees	\$3,147.50
Amortized Fee (Annual)	Impact Fees x Amortization Factor
	\$169.60
Percent of Mortgage Payment	Amortized Fee / (Mortgage + Property Tax)
Going Toward Impact Fee	0.70%

The areas designated for future residential use have similar land value and similar building design requirements to existing residential areas. Since the existing residential areas are considered affordable, it is assumed that the future residential areas will also be considered affordable. The cumulative effect of the impact fees should have no effect on the availability of affordable housing. The cost of affordable housing should uniformly increase to match that shown for the average home cost.

APPENDIX A

CURRENT LAW AND ORDINANCE
INFORMATION

(b) The department of revenue shall collect the reports described in par. (a) and shall make them available to the public.

(c) The department of revenue may impose a penalty of not more than \$3,000 on a municipality that does not submit to the department the reports described in par. (a). A municipality may not use room tax revenue to pay a penalty imposed under this paragraph. The penalty shall be paid to the department of revenue.

(d) Notwithstanding the requirement in par. (a) (intro.), the information specified in par. (a) 4. may be certified and reported to the department only once if the municipality submits the information not later than May 1, 2022. The department shall make such information available to the public annually in the report described in par. (a) (intro.).

History: 1983 a. 189, 514; 1993 a. 263, 467, 491; 1999 a. 9; 1999 a. 150 ss. 565 to 567; Stats. 1999 s. 66.0615; 2003 a. 203; 2005 a. 135; 2007 a. 20; 2009 a. 2; 2011 a. 18, 32; 2013 a. 20; 2015 a. 55, 60, 301; 2017 a. 59; 2019 a. 10; 2021 a. 55.

A city was authorized to enact a room tax. The gross receipts method was a fair and reasonable way of calculating the tax. *Blue Top Motel, Inc. v. City of Stevens Point*, 107 Wis. 2d 392, 320 N.W.2d 172 (1982).

Under sub. (1m) (am), this section favors expenditures to construct or improve convention facilities. However, sub. (1m) (am), only addresses when a municipality may impose a room tax rate of greater than 8 percent and is irrelevant when the city has not exceeded that maximum. The only restrictions the rest of the statute places on the use of room tax monies are found in sub. (1m) (d), which directs a municipality to spend a certain percentage on "tourism promotion and development, which means the promotion and development of travel for recreational, business, or educational purposes." *English Manor Bed and Breakfast v. City of Sheboygan*, 2006 WI App 91, 292 Wis. 2d 762, 716 N.W.2d 531, 05–1358.

66.0617 Impact fees. (1) DEFINITIONS. In this section:

(a) "Capital costs" means the capital costs to construct, expand or improve public facilities, including the cost of land, and including legal, engineering and design costs to construct, expand or improve public facilities, except that not more than 10 percent of capital costs may consist of legal, engineering and design costs unless the municipality can demonstrate that its legal, engineering and design costs which relate directly to the public improvement for which the impact fees were imposed exceed 10 percent of capital costs. "Capital costs" does not include other noncapital costs to construct, expand or improve public facilities, vehicles; or the costs of equipment to construct, expand or improve public facilities.

(b) "Developer" means a person that constructs or creates a land development.

(c) "Impact fees" means cash contributions, contributions of land or interests in land or any other items of value that are imposed on a developer by a municipality under this section.

(d) "Land development" means the construction or modification of improvements to real property that creates additional residential dwelling units within a municipality or that results in non-residential uses that create a need for new, expanded or improved public facilities within a municipality.

(e) "Municipality" means a city, village, or town.

(f) "Public facilities" means all of the following:

1. Highways as defined in s. 340.01 (22), and other transportation facilities, traffic control devices, facilities for collecting and treating sewage, facilities for collecting and treating storm and surface waters, facilities for pumping, storing, and distributing water, parks, playgrounds, and land for athletic fields, solid waste and recycling facilities, fire protection facilities, law enforcement facilities, emergency medical facilities and libraries. "Public facilities" does not include facilities owned by a school district.

2. Notwithstanding subd. 1., with regard to impact fees that were first imposed before June 14, 2006, "public facilities" includes other recreational facilities that were substantially completed by June 14, 2006. This subdivision does not apply on or after January 1, 2018.

(g) "Service area" means a geographic area delineated by a municipality within which there are public facilities.

(h) "Service standard" means a certain quantity or quality of public facilities relative to a certain number of persons, parcels of

land or other appropriate measure, as specified by the municipality.

(2) GENERAL. (a) A municipality may enact an ordinance under this section that imposes impact fees on developers to pay for the capital costs that are necessary to accommodate land development.

(b) Subject to par. (c), this section does not prohibit or limit the authority of a municipality to finance public facilities by any other means authorized by law, except that the amount of an impact fee imposed by a municipality shall be reduced, under sub. (6) (d), to compensate for any other costs of public facilities imposed by the municipality on developers to provide or pay for capital costs.

(c) Beginning on May 1, 1995, a municipality may impose and collect impact fees only under this section.

(3) PUBLIC HEARING; NOTICE. Before enacting an ordinance that imposes impact fees, or amending an existing ordinance that imposes impact fees, a municipality shall hold a public hearing on the proposed ordinance or amendment. Notice of the public hearing shall be published as a class 1 notice under ch. 985, and shall specify where a copy of the proposed ordinance or amendment and the public facilities needs assessment may be obtained.

(4) PUBLIC FACILITIES NEEDS ASSESSMENT. (a) Before enacting an ordinance that imposes impact fees or amending an ordinance that imposes impact fees by revising the amount of the fee or altering the public facilities for which impact fees may be imposed, a municipality shall prepare a needs assessment for the public facilities for which it is anticipated that impact fees may be imposed. The public facilities needs assessment shall include, but not be limited to, the following:

1. An inventory of existing public facilities, including an identification of any existing deficiencies in the quantity or quality of those public facilities, for which it is anticipated that an impact fee may be imposed.

2. An identification of the new public facilities, or improvements or expansions of existing public facilities, that will be required because of land development for which it is anticipated that impact fees may be imposed. This identification shall be based on explicitly identified service areas and service standards.

3. A detailed estimate of the capital costs of providing the new public facilities or the improvements or expansions in existing public facilities identified in subd. 2., including an estimate of the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality.

(b) A public facilities needs assessment or revised public facilities needs assessment that is prepared under this subsection shall be available for public inspection and copying in the office of the clerk of the municipality at least 20 days before the hearing under sub. (3).

(5) DIFFERENTIAL FEES, IMPACT FEE ZONES. (a) An ordinance enacted under this section may impose different impact fees on different types of land development.

(b) An ordinance enacted under this section may delineate geographically defined zones within the municipality and may impose impact fees on land development in a zone that differ from impact fees imposed on land development in other zones within the municipality. The public facilities needs assessment that is required under sub. (4) shall explicitly identify the differences, such as land development or the need for those public facilities, which justify the differences between zones in the amount of impact fees imposed.

(6) STANDARDS FOR IMPACT FEES. Impact fees imposed by an ordinance enacted under this section:

(a) Shall bear a rational relationship to the need for new, expanded or improved public facilities that are required to serve land development.

(am) May not include amounts for an increase in service capacity greater than the capacity necessary to serve the development for which the fee is imposed.

(b) May not exceed the proportionate share of the capital costs that are required to serve land development, as compared to existing uses of land within the municipality.

(c) Shall be based upon actual capital costs or reasonable estimates of capital costs for new, expanded or improved public facilities.

(d) Shall be reduced to compensate for other capital costs imposed by the municipality with respect to land development to provide or pay for public facilities, including special assessments, special charges, land dedications or fees in lieu of land dedications under ch. 236 or any other items of value.

(e) Shall be reduced to compensate for moneys received from the federal or state government specifically to provide or pay for the public facilities for which the impact fees are imposed.

(f) May not include amounts necessary to address existing deficiencies in public facilities.

(fm) May not include expenses for operation or maintenance of a public facility.

(g) Except as provided under this paragraph, shall be payable by the developer or the property owner to the municipality in full upon the issuance of a building permit by the municipality. Except as provided in this paragraph, if the total amount of impact fees due for a development will be more than \$75,000, a developer may defer payment of the impact fees for a period of 4 years from the date of the issuance of the building permit or until 6 months before the municipality incurs the costs to construct, expand, or improve the public facilities related to the development for which the fee was imposed, whichever is earlier. If the developer elects to defer payment under this paragraph, the developer shall maintain in force a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality. A developer may not defer payment of impact fees for projects that have been previously approved.

(7) LOW-COST HOUSING. An ordinance enacted under this section may provide for an exemption from, or a reduction in the amount of, impact fees on land development that provides low-cost housing, except that no amount of an impact fee for which an exemption or reduction is provided under this subsection may be shifted to any other development in the land development in which the low-cost housing is located or to any other land development in the municipality.

(7r) IMPACT FEE REPORTS. At the time that the municipality collects an impact fee, it shall provide to the developer from which it received the fee an accounting of how the fee will be spent.

(8) REQUIREMENTS FOR IMPACT FEE REVENUES. Revenues from each impact fee that is imposed shall be placed in a separate segregated interest-bearing account and shall be accounted for separately from the other funds of the municipality. Impact fee revenues and interest earned on impact fee revenues may be expended only for the particular capital costs for which the impact fee was imposed, unless the fee is refunded under sub. (9).

(9) REFUND OF IMPACT FEES. Except as provided in this subsection, impact fees that are not used within 8 years after they are collected to pay the capital costs for which they were imposed shall be refunded to the payer of fees for the property with respect to which the impact fees were imposed, along with any interest that has accumulated, as described in sub. (8). Impact fees that are collected for capital costs related to lift stations or collecting and treating sewage that are not used within 10 years after they are collected to pay the capital costs for which they were imposed, shall be refunded to the payer of fees for the property with respect to which the impact fees were imposed, along with any interest that has accumulated, as described in sub. (8). The 10-year time limit for using impact fees that is specified under this subsection may be extended for 3 years if the municipality adopts a resolution stating that, due to extenuating circumstances or hardship in meeting the 10-year limit, it needs an additional 3 years to use the impact fees that were collected. The resolution shall include detailed written findings that specify the extenuating circumstances or

hardship that led to the need to adopt a resolution under this subsection. For purposes of the time limits in this subsection, an impact fee is paid on the date a developer obtains a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality under sub. (6) (g).

(10) APPEAL. A municipality that enacts an impact fee ordinance under this section shall, by ordinance, specify a procedure under which a developer upon whom an impact fee is imposed has the right to contest the amount, collection or use of the impact fee to the governing body of the municipality.

History: 1993 a. 305; 1997 a. 27; 1999 a. 150 s. 524; Stats. 1999 s. 66.0617; 2005 a. 203, 477; 2007 a. 44, 96; 2009 a. 180; 2017 a. 243.

An association of developers had standing to challenge the use of impact fees. As long as individual developers had a personal stake in the controversy, the association could contest the use of impact fees on their behalf. Further, individual developers subject to the impact fees do have the right to bring their own separate challenges. *Metropolitan Builders Association of Greater Milwaukee v. Village of Germantown*, 2005 WI App 103, 282 Wis. 2d 458, 698 N.W.2d 301, 04–1433.

Sub. (6) allows a municipality to impose impact fees for a general type of facility without committing itself to any particular proposal before charging the fees. The needs assessment must simply contain a good-faith and informed estimate of the sort of costs the municipality expects to incur for the kind of facility it plans to provide. Sub. (9) requires impact fee ordinances to specify only the type of facility for which fees are imposed. A municipality must be allowed flexibility to deal with the contingencies inherent in planning. *Metropolitan Builders Association of Greater Milwaukee v. Village of Germantown*, 2005 WI App 103, 282 Wis. 2d 458, 698 N.W.2d 301, 04–1433.

Subs. (2) and (6) (b) authorize municipalities to hold developers responsible only for the portion of capital costs whose necessity is attributable to their developments. A municipality cannot expect developers' money to subsidize the existing residents' proportionate share of the costs. If impact fees revenues exceed the developers' proportionate share of the capital costs of a project, the municipality must return those fees to the current owners of the properties for which developers paid the fees. *Metropolitan Builders Association of Greater Milwaukee v. Village of Germantown*, 2005 WI App 103, 282 Wis. 2d 458, 698 N.W.2d 301, 04–1433.

When the plaintiff home builders association alleged a town enacted an impact fee ordinance that disproportionately imposed the town's costs on development and the ordinance contained a mechanism for appealing these issues, but the association did not use it, the circuit court did not erroneously exercise its discretion when it concluded the association should have used the ordinance's appeal process before bringing its claims to court. *St. Croix Valley Home Builders Association, Inc. v. Township of Oak Grove*, 2010 WI App 96, 327 Wis. 2d 510, 787 N.W.2d 454, 09–2166.

The primary purpose of a tax is to obtain revenue for the government as opposed to covering the expense of providing certain services or regulation. A "fee" imposed purely for revenue purposes is invalid absent permission from the state to the municipality to exact such a fee. A "fee in lieu of room tax" that did not help the city recoup its investment in a development but rather was a revenue generator for the city that was collected from the owners of condominiums in a specific development who chose not to rent their units to the public was imposed without legislative permission and was therefore an illegal tax. *Bentivenga v. City of Delavan*, 2014 WI App 118, 358 Wis. 2d 610, 856 N.W.2d 546, 14–0137.

Rough Proportionality and Wisconsin's New Impact Fee Act. Ishikawa. Wis. Law. Mar. 1995.

66.0619 Public improvement bonds: issuance. (1) A municipality, in addition to any other authority to borrow money and issue its municipal obligations, may borrow money and issue its public improvement bonds to finance the cost of construction or acquisition, including site acquisition, of any revenue-producing public improvement of the municipality. In this section, unless the context or subject matter otherwise requires:

(a) "Debt service" means the amount of principal, interest and premium due and payable with respect to public improvement bonds.

(b) "Deficiency" means the amount by which debt service required to be paid in a calendar year exceeds the amount of revenues estimated to be derived from the ownership and operation of the public improvement for the calendar year, after first subtracting from the estimated revenues the estimated cost of paying the expenses of operating and maintaining the public improvement for the calendar year.

(c) "Municipality" means a county, sanitary district, public inland lake protection and rehabilitation district, town, city or village.

(d) "Public improvement" means any public improvement which a municipality may lawfully own and operate from which the municipality expects to derive revenues.

(2) The governing body of the municipality proposing to issue public improvement bonds shall adopt a resolution authorizing their issuance. The resolution shall set forth the amount of bonds authorized, or a sum not to exceed a stated amount, and the pur-

CHAPTER 25 - IMPACT FEE ORDINANCE (Adopted 6-17-1996)

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(Click any entry in the table of contents to jump to the indicated page)

25.01 ESTABLISHMENT OF SERVICE ZONES

There is hereby established geographically defined zones. These zones shall be known as service areas within which it will be necessary to install new public facilities or expand existing public facilities as a result of land development. The service areas which are to be served by public water facility improvements are shown in Exhibit A (not included herein).

25.02 STANDARD FOR IMPACT FEES

In accordance with State Statutes, the Village of Williams Bay does adopt the following standards for impact fees imposed under this ordinance. Impact fees adopted by the Village of Williams Bay:

- (1) Shall bear a rational relationship to the need for new, expanded or improved public facilities that are required to serve land development.
- (2) May not exceed the proportionate share of the capital costs that are required to serve land development, as compared to existing uses of land within the political subdivision.
- (3) Shall be based upon actual capital costs or reasonable estimates of capital costs for new, expanded or improved public facilities.
- (4) Shall be reduced to compensate for other capital costs imposed by the political subdivision with respect to land development to provide or pay for public facilities, including special assessments, special charges, land dedications or fees in lieu of land dedications under chapter 236 or any other items of value.
- (5) Shall be reduced to compensate for moneys received from the federal or state government specifically to provide for payment of the public facilities for which the impact fees are imposed.
- (6) May not include amounts necessary to address existing deficiencies in public facilities.
- (7) Shall be payable by the developer to the political subdivision, in full, before a building permit may be issued or other required approval may be given by the political subdivision.
- (8) Impact fees shall be determined upon a Residential Unit basis with a single family residence being a unit of one (1). The number of Residential Units for all properties shall be assigned in accordance with the schedule contained in Exhibit B.

25.03 AMOUNT

Based on the foregoing zones and standards, the impact fees are adopted in the following amounts:

(1) Water Supply and Storage	\$635 per Residential Unit- Zone 1 and 2
(2) Water Main Oversizing	\$129 per Residential Unit- Zone 2 only

These fees are to be adjusted annually and approved by the Village Auditor, effective each January 1, based on the lesser of the actual cost of the improvements or updated estimates thereof. In updated such estimates the Village may use its prior year's average investment rate less 2% as an escalator in lieu of new engineering estimates.

25.04 PAYMENT OF IMPACT FEES

Impact fees shall come due and payable either in full or in installment payments as approved by the Village Board before a building permit may be issued.

25.05 LOW-COST HOUSING

No exemption or a reduction in the amount of said fee shall be made on land development that provides for low-cost housing.

25.06 SEPARATE FUNDS ESTABLISHED

There are hereby established impact fee funds for each of the categories of impact fees. Revenues from said funds shall be placed in segregated, interest bearing accounts and shall be accounted for separately from all other funds of the Village. Revenues from said funds, including impact fee revenues and interest earned on impact fee revenues may be expended only for capital costs for which the impact fees were imposed.

25.07 REFUND OF IMPACT FEES

Impact fees that are imposed and collected by the Village of Williams Bay but not used within a reasonable time period after which they are collected, shall be refunded to the current owner of property with respect to which the impact fees were imposed. The Village hereby determines that a reasonable time period for improvements shall be considered as 20 years.

25.08 APPEAL

A developer upon whom an impact fee is imposed has the right to contest the amount, collection, or use of the impact fee to the Village Board of the Village of Williams Bay. The appeal process shall be as follows:

(1) REVIEW OF INITIAL DETERMINATION. Any developer wishing to contest the amount, collection, or use of the impact fee imposed upon him or her as a condition of obtaining a building permit shall, within 30 days of the imposition of the impact fee upon the developer by the Village of Williams Bay, file with the Building Inspector a request for review of such impact fee imposition. The request for review shall state the ground or grounds upon which the developer contends that the imposition of the impact fee in amount, in collection, or in use is improper. The Building Inspector shall review the initial determination to impose the impact fee that is the subject of contest within 30 days of receipt of a request for review. The Building Inspector shall ascertain and determine whether the initial imposition of the impact fee in amount, collection, or use thereof was made in accordance with this ordinance and shall mail or deliver to the person contesting the said impact fee a copy of the Building Inspector's determination.

The Building Inspector shall also file a copy of his determination with the Village Board. If the Building Inspector determines the imposition of the impact fee was not made in accordance with this ordinance, he shall correct the imposition of the impact fee as necessary to conform to this ordinance. The determination shall advise the person aggrieved of the right to appeal the determination. Appeal from a determination on review under this subsection shall be taken within 30 days of notice of such determination.

(2) APPEAL TO VILLAGE BOARD. An appeal of the amount, collection or use of the impact fee and the review of the initial determination made by the Building Inspector and the Building Inspector's determination to the Village Board may be taken by filing with or mailing to the office of the Village Clerk within 30 days of notice of the Building Inspector's determination a written notice of appeal. The building builder or developer contesting the amount, collection or use of the impact fee may file with the notice of appeal written evidence and argument in support of the builder's or developer's position with regard to the imposition of the impact fee. The Village shall provide the appellant a hearing before the Village Board within 30 days of receipt of the notice of appeal filed or made in accordance with the requirements of this subsection and shall serve the appellant with notice of such hearing by mail or personal service at least 10 days before such hearing.

(3) CONDUCT OF HEARING. At the hearing, the Appellant and the Village may be represented by an attorney and may present evidence and call and examine witnesses and cross examine witnesses of the other party. Such witnesses shall be sworn by the Village Clerk. The hearing will be

held before the Village Board who shall make the decision on appeal. The Village Board may issue subpoenas. An Appellant's attorney of record may issue a subpoena to compel the attendance of a witness or the production of evidence. The proceedings shall be taken by a recording device, the expense thereof to be paid by the Village.

(4) **FINAL DETERMINATION.** Within 30 days of completion of the hearing and the filing of briefs, if any, the Village Board shall mail or deliver to the Appellant its written determination stating the reasons therefore. Such determination shall be a final determination.

(5) **JUDICIAL REVIEW.** Any party to a proceeding resulting in a final determination may seek review thereof by certiorari to the Circuit Court within 30 days of receipt of the final determination. The Court may affirm or reverse the final determination, or remand to the Village Board for further proceedings consistent with the court's decisions. If review is sought of a final determination, the record of the proceedings shall be transcribed at the expense of the person seeking review. By stipulation, the Court may order a synopsis of the proceedings in lieu of a transcript. The Court may otherwise limit the requirement for a transcript.

EXHIBIT B
NUMBER OF RESIDENTIAL UNITS AND RELATED IMPACT FEES
FOR THE VARIOUS WATER METER SIZES IN THE VILLAGE

Meter Size (inches)	Residential Units	Supply and Storage Impact Fee	Main Oversizing Impact Fee
5/8	1.0	\$ 635	\$ 129
3/4	1.0	\$ 635	\$ 129
1	2.5	\$ 1,588	\$ 323
1 1/4	3.7	\$ 2,350	\$ 477
1 1/2	5.0	\$ 3,175	\$ 645
2	8.0	\$ 5,080	\$1,032
3	15.0	\$ 9,525	\$1,935
4	25.0	\$15,875	\$3,225
6	50.0	\$31,750	\$6,450

APPENDIX B

2020 CENSUS DATA
CONNECTIONS SINCE 2018

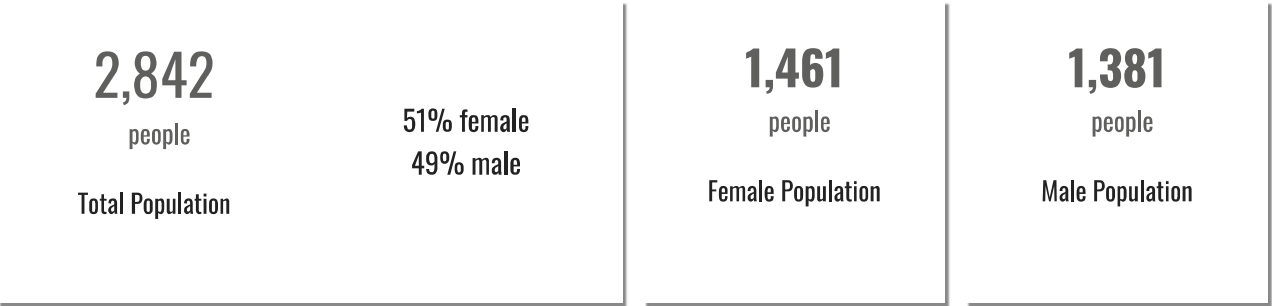
Quick City Info

Travel, weather, relocation, business, jobs, health, census, landmarks, schools, and much more information about any city in the United States!

[Home](#) > [Wisconsin](#) > [Williams Bay](#)

Williams Bay, Wisconsin Census Data

What is the population of Williams Bay, Wisconsin?



What is the population of Williams Bay, Wisconsin by race?

General Info	
More about Williams Bay, WI	
Williams Bay Info	Nearest Cities
Williams Bay Map	Local Photos
Weather in Williams Bay, WI Airports	
Williams Bay Census	
Relocation & Residential	
Local Businesses	
Health and Wellness	
Education	
Landmarks & Points of Interest	
Outdoors	
Bodies of Water	



The Most Powerful Hearing 2021 (See Why)

America's #1 provider in hearing aids
featuring German technology & enhanced

sponsored by: Hearing Aid Advice

LE

34

people

Asian Population

28

people

Black Population

3

people

Hawaiian Population

193

people

Hispanic Population

11

people

Indian Population

2,702

people

White Population

93

people

Other Population

What is the population of Williams Bay, Wisconsin by age group?

43.80

years

Population Median Age

The median age for people in
Williams Bay is 43.80 years old

44.90

years

Female Median Age

The median age for women in
Williams Bay is 44.90 years old

Population by Age Group

Under 5	140
5 to 9	184
10 to 14	191
15 to 19	177
20 to 24	127

42.20
years

Male Median Age
The median age for men in
Williams Bay is 42.20 years old

25 to 29	139
30 to 34	156
35 to 39	152
40 to 44	200
45 to 49	204
50 to 54	209
55 to 59	217
60 to 64	231
65 to 69	174
70 to 74	111
75 to 79	81
80 to 84	74
85 Plus	75

Ad | Business Focus

What is the population age of Williams Bay, Wisconsin by gender?

Female Population by Age Group

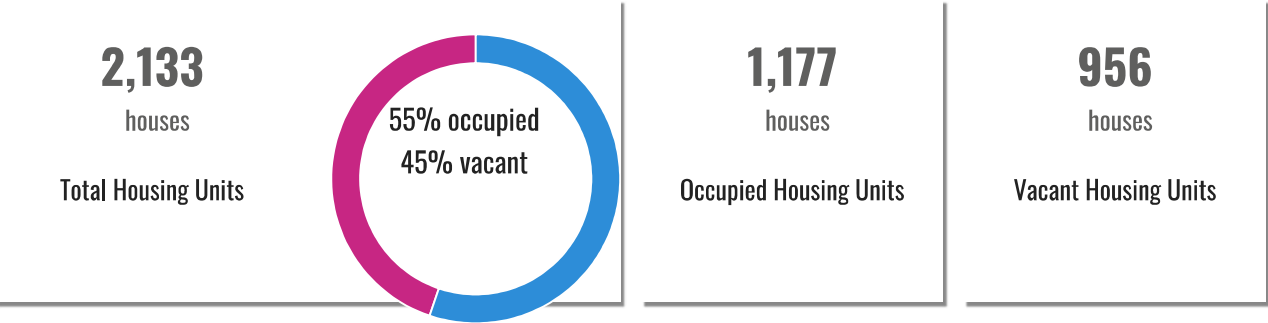
Under 5	72
5 to 9	88
10 to 14	93
15 to 19	92
20 to 24	51
25 to 29	67
30 to 34	88
35 to 39	76
40 to 44	105

Male Population by Age Group

Under 5	68
5 to 9	96
10 to 14	98
15 to 19	85
20 to 24	76
25 to 29	72
30 to 34	68
35 to 39	76
40 to 44	95
45 to 49	100
50 to 54	97

45 to 49	104	55 to 59	107
50 to 54	112	60 to 64	106
55 to 59	110	65 to 69	94
60 to 64	125	70 to 74	54
65 to 69	80	75 to 79	36
70 to 74	57	80 to 84	27
75 to 79	45	85 Plus	26
80 to 84	47		

How many houses are in Williams Bay, Wisconsin?



How many houses are vacant in Williams Bay, Wisconsin?



Vacant Housing Units For Seasonal Occasional Use	Vacant Housing Units Rented Not Occupied	Vacant Housing Units Sold not Occupied	Vacant Housing Units All Other Vacants
---	---	---	---

How many households are in Williams Bay, Wisconsin?

1,177

households

Total Households

67% family

33% non-family

790

households

Family Households

387

households

Non Family Households

2.36

people

Persons
Per Household

2.36

people

Average
Household Size

1,177

households

Households
Per Zip Code

330

households

Households With
Individuals 65 Plus



Pocket \$200 After Spend

No annual fee. Plus 1.5% cash back and 0% APR on purchases.

Wise Bread

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How much are household incomes in Williams Bay, Wisconsin?

\$53,011

U.S. dollars

Income Per Household

**Local Job
Postings**

View job postings for Williams
Bay

How many family households are in Williams Bay, Wisconsin?

790

households

Total Family Households

645

households

Family Households
Husband & Wife Family

104

households

Family Households
Female No Husband

41

households

Family Households
Male No Wife

2.88

people

Average Family Size

How many families with children under 18 are in Williams Bay?

319

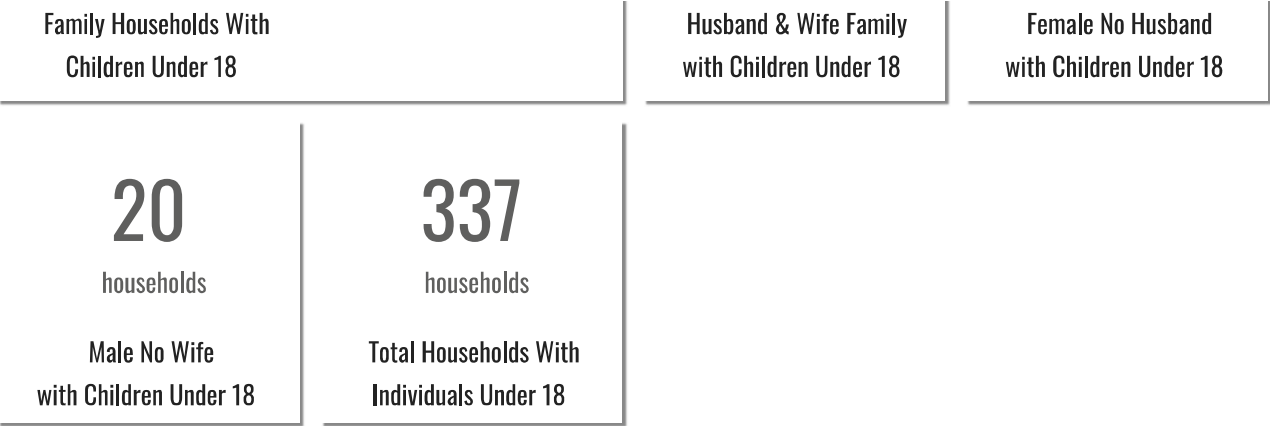
households

229

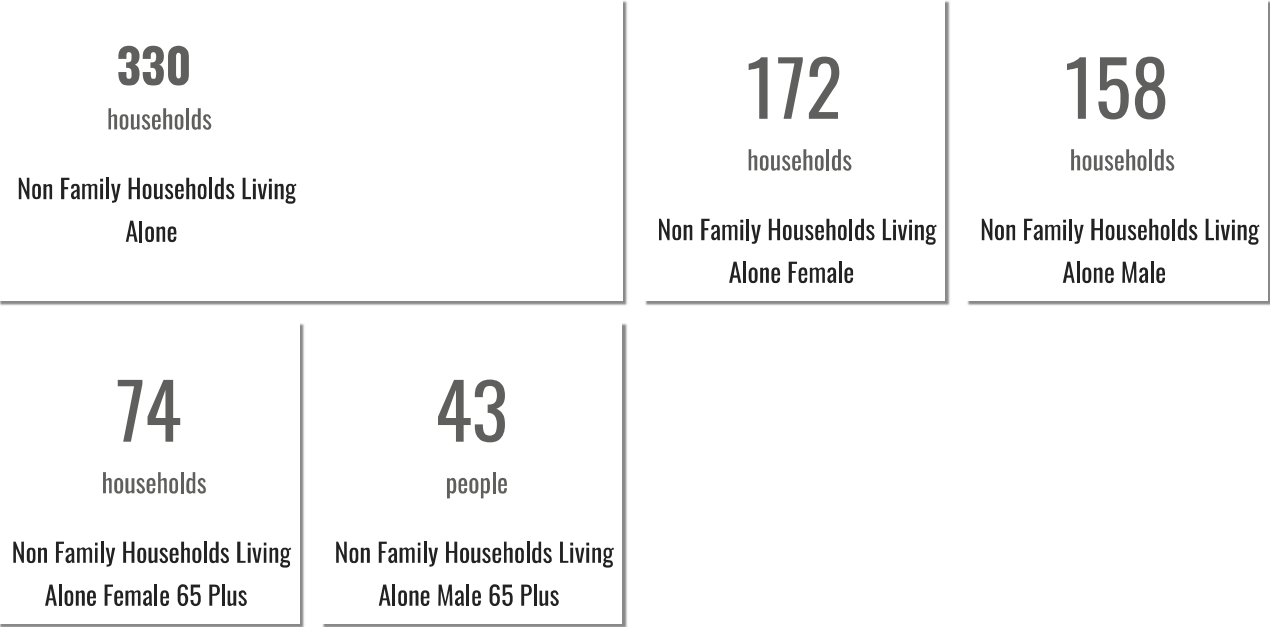
households

70

households



How many non-family households are in Williams Bay, Wisconsin?



Douglas R. Snyder

From: Joe Mesler <inspector@williamsbay.org>
Sent: Monday, November 22, 2021 12:45 PM
To: Douglas R. Snyder
Cc: Bonnie Schaeffer
Subject: Re: Impact Fee Update - Water

Good Afternoon,
Based on New Water and Sewer hook ups.
2019- 24 New homes
2020-17 New homes
2021- 19 New homes

R/S,
Justin Border

On Mon, Nov 22, 2021 at 12:02 PM Bonnie Schaeffer <zoning@williamsbay.org> wrote:
Justin or John,

Can you provide this information for Doug?

Thanks,

Bonnie Schaeffer

Zoning Administrator
M 2:30 - 4:30 pm
W 1:00 - 4:00 pm
262-245-2700 Ext. 5

----- Forwarded message -----

From: Douglas R. Snyder <dsnyder@baxterwoodman.com>
Date: Mon, Nov 22, 2021 at 11:50 AM
Subject: Impact Fee Update - Water
To: Bonnie Schaeffer <zoning@williamsbay.org>
Cc: Becky Tobin (admin@williamsbay.org) <admin@williamsbay.org>

Hi Bonnie,

Can you tell me how many new homes were built on empty lots in 2019, 2020, and so far in 2021?

Douglas R. Snyder, P.E.
Wisconsin Manager



direct: 815.444.3349 | mobile: 262.492.1462

email: dsnyder@baxterwoodman.com

www.baxterwoodman.com

256 S. Pine St., Burlington, WI 53105

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Estimate of Upcoming Water Utility Project Cost

Village of Williams Bay, Wisconsin

Planned Year	Item	Need For Project	Estimated Cost
2022	Optimize Corrosion Control Investigation/Pilot Study	See the June 30, 2021 letter from the WDNR regarding Department Modification of Optimal Corrosion Control Treatment Determination; answer due 12-31-2022	\$120,000
2022	Southwick Creek Realignment - Design and Permitting	Needed to expand at the water plant and remove the water plant from the floodway.	\$50,000
2022	Loch Vista Water Main	Requested by private subdivision	\$1,100,000
2023	Southwick Creek Realignment - Construction	Needed to expand at the water plant and remove the water plant from the floodway. No WDNR participation. Must be done in winter.	\$1,000,000
2022	Chlorination Improvements Design and Permitting	Phase 2 of Corrosion Control Investigation	\$300,000
2023	Chlorination Improvements - Construction	Water Plant Modifications to include chlorine for control of ammonia, granular media replacement, and booster pumps for the high zone	\$2,500,000
2022	Well 2 Pump Replacement	Well 2 pump is from 1980's and needs to be deeper to provide long term service.	\$250,000
2023	Reactor Cleaning and Painting and Permitting	This needs to be done about every 20 years. If not done, the Village will not provide soft water or reduce radium.	\$200,000
2023	STH 67 Water Main Improvements	Water main associated with WDOT Construction	\$1,000,000
2023	Loch Vista Water Main		
2025	Future Street Improvements - Water Main Relay	Placeholder - Pending approval of street capital improvement plan	\$800,000
2027	Water Tower Replacements--Design and Permitting	Prevent high cost of repainting Potawatomi, Collie, and NW Towers	\$250,000
2029	New 500,000 Gallon Water Tower	Replace future storage loss and provide equilization and fire protection	\$2,500,000
2030	Water Plant Expansion	Meet future demands	\$2,500,000
2031	Water Tower Removal	Prevent the need to repaint	\$250,000
		Totals =	\$12,820,000

Note Revised estimates should be available on 12-31-22 with the conclusion of the Corrosion Control Treatment Study



VILLAGE OF WILLIAMS BAY

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Phone: 262-245-2700

UNOFFICIAL MINUTES BUILDING, ZONING AND ORDINANCE 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 Wright at 8:00pm

Roll Call

Trustees Wright, Parker and Vlach

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

Meeting Minutes

Vlach/Parker motion to approve the meeting minutes of February 16, 2022. Unanimously carried.

Ordinance #2022-06 An Ordinance creating Section 46-14 of the Code of Ordinances of the Village of Williams Bay

Wright stated that the Committee previously approved creating a fund balance policy but had missed creating the ordinance. Vlach/Parker motion to recommend the first reading of Ordinance #2022-06 An Ordinance creating Section 46-14 of the Code of Ordinances of the Village of Williams Bay. Unanimously carried.

Shore yard Setback Requirements

The Committee reviewed the memo from the Zoning Administrator regarding navigable stream setback requirements. The current shore yard setback of 150 feet does not differentiate between Geneva Lake and navigable streams. It is proposed to amend the zoning ordinance to allow a 75 feet setback to navigable streams while the 150 feet setback to Geneva Lake would remain unchanged. Shore yard setback requirements utilized by other communities in Walworth County and have found that Williams Bay is unique in this regard. Some examples are as follows:

- Walworth County requires a 75 feet setback to any navigable waterway including both lakes and navigable streams in all unincorporated areas. They also allow setback averaging in developed areas.
- The Village of Fontana requires a 75 feet setback to Geneva Lake and a 50 feet setback to navigable streams. They also allow setback averaging in developed areas.
- The Village of Mukwonago requires a 50 feet setback to any navigable waterway including both lakes and navigable streams.
- The City of Whitewater requires a 75 feet setback to any navigable waterway including both lakes and streams.

It was the consensus to have the Administrator work with the Village Attorney to draft an ordinance to change the shore yard setback requirements.

Adjourn

Parker/Vlach motion to adjourn at 8:09pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the BZO Committee

Proposed Building Inspection Fee Increase		
Fee Type	Current Fee	SafeBuilt Proposed Fee
<u>BUILDING CONSTRUCTION</u>		
RESIDENTIAL BUILDING (1 and 2 FAMILY)		
	Minimum \$50	\$75
1. New Construction	\$0.28 per square foot	\$0.41 per square foot
2. Additions	\$0.28 per square foot	\$0.41 per square foot
3. Remodels, repairs, alterations	\$75 per inspection, Number of inspections determined by scope of work	\$14 per \$1000 of valuation
4. Accessory Structures	\$0.22 per square foot	\$0.33 per square foot
5. Decks	\$100	\$175
6. Pools, above ground	\$100	no change
7. Pools, in ground	\$125	\$14 per \$1000 of valuation
8. Siding	\$60	\$75
9. Re-roof	\$60	\$75
10. Re-inspection	\$75 per inspection	no change
11. Early start permit	\$150.00	\$230
12. Occupancy Permit	\$75 per unit, addition, or accessory building	no change
13. Temporary Occupancy Permit	\$80 per unit	\$125
14. WI UDC Decal	Per State Requirements (currently \$36)	\$75
15. Raze/Demolition	\$100 plus \$0.06 per square foot (may be waived if condemned)	\$100 plus \$0.08 per square foot
16. Moving of buildings	\$175 plus \$0.06 per square foot	\$500
17. Permit to begin construction of footings and foundations	\$160	\$230
18. All other buildings where square footage cannot be determined	\$9 per \$1,000 valuation	\$14 per \$1000 of valuation
COMMERCIAL BUILDINGS – ALL NON-RESIDENTIAL AND MULTI-FAMILY RESIDENTIAL		
1, New Construction	New Residential: \$0.28 per square foot	\$0.43
	New Business: \$0.26 per square foot	\$0.43
	New Manufacturing/industrial: \$0.21 per square foot	\$0.43

Proposed Building Inspection Fee Increase		
Fee Type	Current Fee	SafeBuilt Proposed Fee
2. New Construction, Agricultural	\$0.22 per square foot	\$0.33
3. Additions	\$0.26 per square foot	\$0.43
4. Remodel (Levels 1 and 2) Up to \$10,000 cost)	\$75 per inspection – number of inspections determined by scope of work	\$14 per \$1000 of valuation
5. Remodel (Level 3)	New Construction Rates	\$0.43
6. Re-roof	\$100	\$9 per \$1000 of cost
7. Re-inspection	\$75 per inspection	no change
8. Early start permit	\$210	\$280
9. Occupancy Permit	Commercial: \$160 per unit	\$305
	Industrial, Institutional: \$150 per unit	\$200.00
10. Temporary Occupancy Permit	\$160 per unit	\$235
11. Raze/Demolition	\$100 plus \$0.06 per square foot	\$100 plus \$0.08 per square foot
12. Moving	\$175 plus \$0.06 per square foot	\$500
13. All other buildings where square footage cannot be determined	\$9.00 per \$1,000 valuation	\$14 per \$1000 of valuation
14. Commercial and Industrial exhaust hoods and systems	\$110	\$195
15. Fuel Tanks	Installation: \$8.00 per 1,000 gallons	No Change
	Removal, repairs, alterations: \$100 per tank	No Change
LAND DISTURBANCE AND EROSION CONTROL		
1. 1 and 2 Family Residences	\$130	\$190
2. Multi-family Residences	\$160 for 1 st 15,000 sq ft, \$15/1000 square feet up to 1 acre	\$225 for 1 st 15,000 sq ft, \$15/1000 square feet up to 1 acre
3. Commercial, Industrial	\$160 for 1 st 15,000 sq ft, \$15/1000 square feet up to 1 acre	\$225 for 1 st 15,000 sq ft, \$15/1000 square feet up to 1 acre
4. Accessory Buildings	\$100	\$115
5. Decks, patios, retaining walls, pools	\$100	\$115
6. Additions	\$100	\$115
PLAN REVIEW FEES		

Proposed Building Inspection Fee Increase		
Fee Type	Current Fee	SafeBuilt Proposed Fee
1. 1 and 2 Family Residence	\$200	\$275
2. 1 and 2 Family Addition	\$85	\$95
3. 1 and 2 Family Alteration	\$65	\$75
4. Multi-Family Residence	\$225 plus \$35 per unit	\$235 plus \$45 per unit
5. Commercial/Industrial New, Alteration or Addition	\$250	any state review is per SBD 118
6. Accessory Building over 120 square feet	\$75	\$85
7. Decks	\$55	\$60
8. Swimming pools	\$100	\$110
9. Mechanical Plans	\$70 each page	\$100
10. Revisions	\$70 each page	\$100
ELECTRICAL		
1. New Building	\$75 base fee plus \$0.08 per square foot	\$75 base fee plus \$0.12 per square foot
2. Service Upgrades, Rewire, Temp	\$75.00	\$100.00
3. Generator, Transfer Switch	\$100.00	This will match existing plumbing fee
4. Remodel, Replacement	Minimum: Residential \$75, Commercial \$100	\$75 base fee plus \$0.12 per square foot
5. Commercial, Level 2 alteration	New Building Rate	\$75 base fee plus \$0.12 per square foot
6. Commercial, Level 3 Alteration	New Building Rate	\$75 base fee plus \$0.12 per square foot
7. Replacement (<i>New fee</i>)		\$75
HVAC		
1, New Building	\$75 base fee, plus \$0.08 per square foot	\$75 base fee plus \$0.12 per square foot
2. Commercial Level 2 Alteration	New Building Rate	\$75 base fee plus \$0.12 per square foot

Proposed Building Inspection Fee Increase		
Fee Type	Current Fee	SafeBuilt Proposed Fee
3. Commercial Level 3 Alteration	New Building Rate	\$75 base fee plus \$0.12 per square foot
4. Replacement (New fee)		\$75
OTHER NOTES		
Special Inspections, complaints, pre-existing permits, others	Hourly Rate, one hour minimum	no change
Failure to obtain permit before starting work	Double fee	no change
Failure to call for final inspection	\$50	\$70
<u>PLUMBING STANDARDS</u>		
Fee Type	Fee	
PLUMBING		
1. New Building	\$75 base fee, plus 0.12 per square foot	no change
2. Sanitary Building Sewer	\$75 1 st 100 feet and \$0.45 per foot thereafter	no change
3. Storm Building Sewer	\$75 1 st 100 feet and \$0.45 per foot thereafter	no change
4. Manholes/Catch Basins	\$75 each	no change
5. Water Service	\$75 1 st 100 feet and \$0.35 per foot thereafter	no change
6. Fire Sprinkler System	\$55 base fee, plus \$0.08 per square foot thereafter	\$75 base fee plus \$0.12 per square foot
7. Replacement (New fee)		\$75
Plumbing Permit - Connection to sanitary sewer	\$500 plus Walcomet charges	no change



MEMORANDUM

DATE: APRIL 13, 2022
TO: BUILDING, ZONING & ORDINANCE COMMITTEE
FROM: LORI PETERNELL, VILLAGE TREASURER
RE: TREE PERMIT FEES

Staff is proposing changing the fee structure for tree permits from \$25/tree with a maximum of \$75 to \$50 for 1-5 trees and \$10/tree above that. There would be no change to the \$250 donation to KNC if they choose not to replace the trees.