

CITY OF WISCONSIN DELLS MEETING AGENDA

Meeting Description COMMON COUNCIL MEETING

Date: MONDAY, FEBRUARY 13, 2017 Time: 7:00PM Location: MUNICIPAL BUILDING
300 LA CROSSE STREET, WISCONSIN DELLS, WI

MAYOR		COUNCIL MEMBERS		
BRIAN L. LANDERS		FIRST DISTRICT	SECOND DISTRICT	THIRD DISTRICT
		Jesse DeFosse	Mike Freel	Ed Fox
		Brian Holzem	Dar Mor	Ed Wojnicz
OPENING				
1	CALL TO ORDER & ROLL CALL			
2	PLEDGE OF ALLEGIANCE			
3	APPROVAL OF CONSENT AGENDA ITEMS: a. Approval of the January 16, 2017 Common Council Meeting Minutes b. Schedule of Bills Payable dated February 13, 2017 c. Applications for Bartender Licenses			
4	COMMITTEE UPDATES BY CHAIRPERSONS: (PARKS & REC, LIBRARY, LEGISLATIVE, RIVER ARTS DISTRICT, PARKING BOARD, PLAN COMMISSION, FINANCE, PUBLIC WORKS, DESIGN REVIEW COMMITTEE, PUBLIC SAFETY & BID)			
AGENDA ITEMS				
5	CITIZEN APPEARANCES / PUBLIC COMMENT FOR ANY NON-AGENDA ITEM			
6	REPORT ON TERMS OF AMENDED AND RESTATED LEASE OF CERTAIN PROPERTY LOCATED IN TAX INCREMENTAL DISTRICT NO. 3 (Carol Wirth)			
RESOLUTIONS				
7	RESOLUTION TO APPROVE THE AMENDED FINANCIAL ADVISORY AGREEMENT WITH WISCONSIN PUBLIC FINANCIAL PROFESSIONALS, LLC			
8	RESOLUTION APPROVING THE AMENDED AND RESTATED LEASE OF CERTAIN PROPERTY AND IMPROVEMENTS; AND APPROVING THE ISSUANCE OF BONDS BY THE AUTHORITY AND RELATED DOCUMENTS AND TRANSACTIONS			
9	RESOLUTION TO APPROVE THE REVISED 2016 AUDIT ENGAGEMENT LETTER WITH JOHNSON BLOCK			
10	RESOLUTION TO APPROVE LEGACY SIGN DESIGNATION FOR OLD TIME PORTRAITS AT 217 BROADWAY			
11	RESOLUTION TO APPROVE A SAUK COUNTY CERTIFIED SURVEY MAP REQUESTED BY RRAD DEVELOPMENT - ADAM MAKOWSKI			
12	RESOLUTION TO APPROVE THE APPLICATION FOR A CONDITIONAL USE PERMIT SUBMITTED BY CASCO, LLC IN ORDER TO ALLOW OUTDOOR ENTERTAINMENT (AMUSEMENT PARK WITH RIDES), OUTDOOR COMMERCIAL FOOD & BEVERAGE SERVICE, OUTDOOR VENDOR (TICKET SALES AND LIMITED RETAIL SALES SUCH AS T-SHIRTS), AND WALK-UP SERVICE WINDOW ON VACANT PARCEL 291-0102-00000 (BEHIND TACO BELL AND CULVER'S) CONTINGENT UPON SITE PLAN APPROVAL			
13	RESOLUTION TO APPROVE THE SITE PLAN APPLICATION SUBMITTED BY CASCO, INC IN ORDER TO CONSTRUCT AN AMUSEMENT PARK WITH RIDES ON THE VACANT LOT BEHIND TACO BELL & CULVERS CONTINGENT UPON CONDITIONAL USE PERMIT APPROVAL			
14	RESOLUTION TO APPROVE THE REVISED DELLS RIVER ARTS DISTRICT BRAND BOOK & STYLE GUIDE			

(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No X
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No X
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No X
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No X

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>

STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application: that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Signature of Applicant: Rachel DeLaGardilla Date: 2/3/17

Subscribed and sworn to before me this 3rd day of February, 2017.

[Signature]
Notary Public

My Commission Expires: 10/25/2019



(Continued)

- 1. Have you been convicted of any felony or misdemeanor? Yes ___ No
- 2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes ___ No
- 3. Are there currently any charges, federal, state, or local pending against you? Yes ___ No
- 4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes ___ No

If you answered **yes** to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>
02-02-2012	Battery - forfeiture case,	Monroe	WI
02-02-2012	Disorderly Conduct - forfeiture case,	Monroe	WI
07-06-2016	Operate without valid motorcycle license,	Monroe,	WI

STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

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Signature of Applicant: [Signature] Date: 1-18-17

Subscribed and sworn to before me this 18th day of January, 2017.
[Signature]
Notary Public
My Commission Expires: 10/25/2019



**CITY OF WISCONSIN DELLS
OPERATOR'S (BARTENDER) LICENSE APPLICATION**

FOR OFFICE USE ONLY

Receipt# 58361
 Amount Paid: \$ 60.00
 License Exp. Date Provisional: _____ (not more than 60 days)
 Operators-June 30, 2018 (even year)
 Temporary Period _____ (not more than 14 days)
 Council Date Granted: 1-16-17
 License #: Denied Date Issued: _____

Police Dept Verification: 1-12-17 RC +CH
 Police Chief: _____ Approved: [Signature]
 Denied: [Signature]

*Denial letter given to him 1-17-17
 Approved per chief WARD*

Please Note:

- You must be 18 years of age or older to apply.
- Answer all questions truthfully and completely. A background record check will be conducted by the Police Dept.
- A Beverage Server Certificate, proof of registration in the class, or proof of having an Operator License within the last two years must accompany all New License Applications.

Application Date 01-10-2016

License Applying For:

- New \$60
 Renewal \$60
 Provisional \$10
 Temporary \$10 (Bona Fide Clubs Only)
 Date(s) Needed (14 day max.): _____
 Limited to one per year. No training course required.

Check the appropriate box that applies to you:

- I have an Operator's License in effect at this time. (Attach proof if not held w/City of Wisconsin Dells) La Crosse, WI
 I have held an Operator's License within past 2 years (Attach proof)
 I have completed the Beverage Server Training Course within past 2 years (Attach Completion Certificate)
 I am enrolled in the Beverage Server Training Course
 Class Date and Location: _____
 (After completing the course, bring in your certificate to receive license)
 I am applying for a Temporary Operator's License

To the Common Council of the City of Wisconsin Dells, Wisconsin:

I herby apply for a license to serve from the date hereof to June 30, 2018, inclusive, fermented malt beverages and intoxicating liquors, subject to limitations imposed by Secs. 125.04, 125.12, 125.32, 125.68 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, federal, state, or local, affecting the sale of such beverages and liquors if a license is granted to me.

PLEASE PRINT

Name Ortiz Stephen D
 Last First Middle
 Home Address 1430 Rose St La Crosse WI 54603
 Street City State Zip

Mail License to (if different from Home Address) _____
 Street City State Zip

Previous Addresses within the past 10 years

219 Jefferson St sparta WI 54656
410 Montgomery St sparta WI 54656

Drivers License # 0632-7849-1061-07 State Issued WI

Phone Number 608-633-9671 Date of Birth 02-21-1991 Place of Birth Milwaukee

Physical Description Sex M Race His Height 5'11 Eye Color: BRO Hair Color: BLK

License to be used at (Name of Business) Skybox Bar

(Continued)

1. Have you been convicted of any felony or misdemeanor? Yes No
2. Have you been convicted of any license law or ordinance regulating the sale and/or consumption of fermented malt beverages or intoxicating liquors? Yes No
3. Are there currently any charges, federal, state, or local pending against you? Yes No
4. Do you currently have any outstanding forfeitures owed to the City of Wisconsin Dells? Yes No

If you answered yes to any of the above questions, list the offense convicted of, pending conviction, date of conviction, and state and county of conviction.

<u>Date</u>	<u>Nature of Offense</u>	<u>County</u>	<u>State</u>
06-11-13 06-06-14	dis orderly conduct	LaCrosse	WI
06-06-14	Battery	Lacrosse	WI
06-10-14	Battery	Monroe	WI
09-12-12	Seatbelt	Monroe	WI

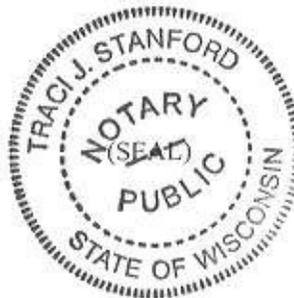
STATE OF WISCONSIN

COUNTIES OF COLUMBIA, SAUK, ADAMS & JUNEAU

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application: that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Signature of Applicant: [Handwritten Signature] Date: 1-10-2017

Subscribed and sworn to before me this 10th day of January, 2017
[Handwritten Signature]
Notary Public
My Commission Expires: 10/25/2019



ITEM 7

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the FINANCE COMMITTEE from their February 13, 2017 meeting;

IT APPROVES the Financial Advisory Agreement Amendment with Wisconsin Public Finance Professionals, LLC.

 _____
Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays
Date Introduced: February 13, 2017
Date Passed:
Date Published:



WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC
1025 SOUTH MOORLAND ROAD, SUITE 504
BROOKFIELD, WI 53005
414-434-9644
FAX: 414-226-2014

Financial Advisory Agreement Amendment

Community Development Authority of the City of Wisconsin Dells, Wisconsin \$3,835,000 Community Development Refunding Lease Revenue Bonds, Series 2017A Dated March 8, 2017

Wisconsin Public Finance Professionals, LLC ("WPFP") is a "municipal advisor" as defined by the Securities and Exchange Commission ("SEC") Final Rule adopted September 18, 2013. WPFP is registered and regulated by the SEC and the Municipal Securities Rulemaking Board ("MSRB"). The City of Wisconsin Dells, Wisconsin (the "City") by ordinance adopted February 18, 2002, created a housing and community development authority in the City to be known as the "Community Development Authority of the City of Wisconsin Dells, Wisconsin" (the "CDA"). The CDA is a municipal corporation organized and existing pursuant to the provisions of Wisconsin Statutes Section 66.1335. As Municipal Advisor to the CDA, WPFP will have fiduciary duties, including a duty of care and a duty of loyalty. WPFP is required to act in the CDA's best interests without regard to its own financial and other interests.

Amendment to Financial Advisory Agreement Executed November 21, 2016

A Financial Advisory Agreement was entered into on November 21, 2016 by the CDA, the City and WPFP (the "Agreement"), whereby WPFP would perform financial advisory services for the issuance of the CDA's tax-exempt \$13,700,000 (Est.) Community Development Refunding Lease Revenue Bonds, Series 2017 (the "Obligations"). The Agreement included disclosures in accordance with MSRB Rule G-42, WPFP's financial advisory services, fees and expenses. Subsequent to the execution of the Agreement, WPFP prepared and distributed a Request for Proposal for an underwriter for the Obligations. The underwriter's proposal selected in consultation with the City, to achieve the lowest possible cost for the CDA's borrowing, requires two series of debt issues - a taxable series and a tax-exempt, bank qualified series. Additional services and costs associated with the taxable series are identified in this Financial Advisory Agreement Amendment (the "Amendment"). The taxable series is known as \$3,835,000 Taxable Community Development Refunding Lease Revenue Bonds, Series 2017A (the "Series 2017A Bonds"). The tax-exempt, bank qualified series is known as \$9,740,000* Community Development Refunding Lease Revenue Bonds, Series 2017B (the "Series 2017B Bonds" or the Obligations).

Disclosure of Conflicts of Interest and Other Information

The disclosures included in the Agreement are hereby incorporated into this Amendment

Financial Advisory Services

WPFP will perform financial advisory services for the Series 2017A Bonds as itemized in the Agreement for the Obligations, and the CDA, as issuer, reaffirms WPFP as its Municipal Advisor to perform those services.

*Preliminary

Fees and Expenses for the Series 2017A Bonds

WFPF's fee for services performed under this Amendment for the Series 2017A Bonds shall be \$14,700. WFPF's fee includes all necessary in-state travel and general out-of-pocket expenses i.e. supplies and copying. WFPF's fee is due and payable upon the closing of the Series 2017A Bonds. The CDA shall pay the fees and expenses determined by each respective financing team participant including Bond Counsel, Disclosure Counsel, Fiscal Agent, Underwriter, and \$300 for printing and distribution of Official Statements. All fees of issuance may be paid from the proceeds of the Series 2017A Bonds. If, for any reason, a financing is not consummated, WFPF shall be compensated at our normal hourly rates (\$150/hour professional staff, \$85/hour support staff) for time actually spent.

WFPF's fee for the 2017B Bonds shall remain as stated in the Agreement for the Obligations.

Indemnification; Limitation of Liability/Insurance

The indemnification, liability and insurance information included in the Agreement are hereby incorporated into this Amendment.

Termination

The termination information included in the Agreement is hereby incorporated into this Amendment.

WISCONSIN PUBLIC FINANCE
PROFESSIONALS, LLC

COMMUNITY DEVELOPMENT AUTHORITY OF
THE CITY OF WISCONSIN DELLS, WISCONSIN

By Carol Wirth
Carol Ann Wirth, President

By: _____

Title: _____

Date: _____

CITY OF WISCONSIN DELLS, WISCONSIN

By: _____

Title: _____

Date: _____

COMMON COUNCIL OF THE CITY OF WISCONSIN DELLS, WISCONSIN

Resolution No. ____

RESOLUTION APPROVING THE AMENDED AND RESTATED LEASE OF CERTAIN PROPERTY AND IMPROVEMENTS AND APPROVING THE ISSUANCE OF BONDS BY THE AUTHORITY AND RELATED DOCUMENTS AND TRANSACTIONS

WHEREAS, the Community Development Authority of the City of Wisconsin Dells, Wisconsin (the "Authority") has determined certain property located in Tax Incremental District No. 3 (the "Blighted Property") to be blighted within the meaning of Section 66.1333, Wisconsin Statutes;

WHEREAS, the Authority has acquired the portion of the public property located in Tax Incremental District No. 3 described on Exhibit A hereto (the "Property") from the City of Wisconsin Dells, Wisconsin (the "Municipality"), and is carrying out a program of blight elimination, community development and urban renewal with respect to the Blighted Property consisting of project costs and public improvements included in the Project Plan for Tax Incremental District No. 3 (collectively, the "Project");

WHEREAS, the Authority has heretofore issued and has outstanding its Community Development Lease Revenue Bonds, Series 2006, dated May 1, 2006, Community Development Lease Revenue Bonds, Series 2007A, dated October 2, 2007 and Community Development Lease Revenue Bonds, Series 2008A, dated August 7, 2008 (collectively, the "Prior Bonds") which were issued to finance a portion of the Project;

WHEREAS, the Municipality has outstanding its State Trust Fund Loan, dated February 19, 2015 (the "2015 Loan"), which was issued to refund the Authority's Community Development Lease Revenue Bonds, Series 2005, dated September 1, 2005, which were issued to pay a portion of the cost of the Project;

WHEREAS, the Authority has authorized the issuance and sale of (a) Taxable Community Development Refunding Lease Revenue Bonds, Series 2017A, dated March 8, 2017 (the "Taxable Bonds"), the proceeds of which shall be used to refinance the 2015 Loan, and (b) Community Development Refunding Lease Revenue Bonds, Series 2017B, dated March 8, 2017 (the "Tax-Exempt Bonds"), the proceeds of which shall be used to refinance all of the Prior Bonds (collectively, the Taxable Bonds and the Tax-Exempt Bonds shall be referred to herein as the "Bonds" and the refunding of the 2015 Loan and the Prior Bonds shall be referred to herein as the "Refunding"), and which Bonds will be secured by an Amended and Restated Lease Agreement dated as of March 8, 2017 (the "Lease");

WHEREAS, the Authority has submitted a report on the Lease to this Common Council, has duly noticed and conducted a public hearing on the Lease, and has approved the Lease;

WHEREAS, the Authority has also requested that the Municipality enter into an Amended and Restated Contribution and Cooperation Agreement dated as of March 8, 2017 (the "Contribution and Cooperation Agreement") in connection with the issuance of the Bonds;

WHEREAS, Section 66.1333(13), Wisconsin Statutes, authorizes the Municipality to lend or contribute funds to assist a redevelopment project, Section 66.1105(2)(f)1.h., Wisconsin Statutes, provides that the amount of contributions made under Section 66.1333(13) in connection with implementation of the project plan is an eligible tax increment project cost and Section 66.1105(2)(f)1.b. permits the Municipality to recover "financing costs" related to tax increment projects from tax increment revenues; and

WHEREAS, the development of the Project is included in the project plan for the Municipality's Tax Increment District No. 3 (the "District").

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the Municipality as follows:

Section 1. Ratification of the Conveyance of the Property. The transfer to the Authority of the Property, which has previously occurred, is ratified and affirmed.

Section 2. Approval of the Lease. The Lease, in substantially the form attached hereto as Exhibit C and incorporated herein by this reference, is hereby approved and the Mayor and City Clerk are hereby authorized to execute and deliver the Lease for and on behalf of the Municipality. The rentals paid under the Lease shall be "financing costs" under Section 66.1105(2)(f)1.b., Wisconsin Statutes, to the extent they constitute the payment of principal or interest on the Bonds. The Common Council covenants for the benefit of the owners of the Bonds that, subject to annual appropriation of the Lease rental payments, all funds in the special fund of the District will be used first to make the rental payments due under the Lease and only after the rental payments have been paid in full for any particular year shall funds in said special fund be used to pay any other project costs of the District. The Common Council finds that the rental payments due under the Lease are at the fair market value for the Property and the improvements to be leased pursuant to the Lease.

Section 3. Statement of Intent to Appropriate. The Common Council acknowledges that the projected tax increment to be derived from the District may not be realized and that the increment revenues may therefore be insufficient to make payments under the Lease sufficient to pay all debt service on the Bonds as it becomes due. The Municipality hereby declares that it fully expects and anticipates that, if such a shortfall occurs, it will appropriate funds from other available revenues of the Municipality sufficient to fund any such shortfall in order to meet its obligation to make rental payments under the Lease sufficient to pay when due all principal of and interest on the Bonds, provided however, that such payment shall be subject to annual appropriation by the Common Council and shall be subject to the Municipality's quiet enjoyment of the property and improvements leased pursuant to the Lease.

Section 4. Approval of the Contribution and Cooperation Agreement. The Contribution and Cooperation Agreement in substantially the form attached hereto as Exhibit D and incorporated herein by this reference is hereby approved and the Mayor and City Clerk are hereby authorized to execute and deliver the Contribution and Cooperation Agreement for and on behalf of the Municipality.

Section 5. Approval of the Bonds. The terms of the Bonds authorized by the Authority at its meeting duly noticed, held and conducted on February 13, 2017 are ratified and approved. The Municipality designates the Tax-Exempt Bonds to be "qualified tax-exempt obligations" pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended.

Section 6. Undertaking to Provide Continuing Disclosure. The Municipality, as the obligated person with respect to the Bonds, hereby covenants and agrees, for the benefit of the holders of the Bonds, to enter into a written undertaking (the "Undertaking") required by SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule") to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the holders of the Bonds or by the original purchaser of the Bonds on behalf of such holders (provided that the holders' and purchaser's right to enforce the provisions of the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Municipality to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

The Mayor and City Clerk shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the Municipality's Undertaking.

Section 7. Execution and Delivery of Documents. The Mayor and City Clerk are hereby authorized for and in the name of the Municipality to execute and deliver the Lease, the Contribution and Cooperation Agreement and any and all additional documents as may be necessary or desirable to effectuate the sale of the Bonds and the completion of the transactions contemplated hereby.

Adopted, approved and recorded this 13th day of February, 2017.

Mayor

ATTEST:

(SEAL)

City Clerk

RESOLUTION NO. _____

ITEM 9

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the FINANCE COMMITTEE from their February 13, 2017 meeting;

IT APPROVES the revised 2016 Audit Engagement Letter with Johnson-Block & Company.

Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays
Date Introduced: February 13, 2017
Date Passed:
Date Published:



Certified Public Accountants

406 Science Drive, Suite 100 ▲ Madison, Wisconsin 53711-1097 ▲ TEL 608-274-2002 ▲ FAX 608-274-4320

February 8, 2017

To the City Council and City Treasurer
City of Wisconsin Dells
300 La Crosse Street
Wisconsin Dells, WI 53965

We are pleased to confirm our understanding of the services we are to provide the City of Wisconsin Dells for the year ended December 31, 2016. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Wisconsin Dells as of and for the year ended December 31, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Wisconsin Dells' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Wisconsin Dells' RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary comparison schedule for the general fund
3. Wisconsin Retirement System Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Wisconsin Dells' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Schedule of expenditures of federal awards.
2. Schedule of assigned general fund balances
3. Combining statements of non-major governmental funds



Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the City Council of the City of Wisconsin Dells. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in



accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Wisconsin Dells' compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Wisconsin Dells' major programs. The purpose of these procedures will be to express an opinion on the City of Wisconsin Dells' compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services



We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Wisconsin Dells in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on February 28, 2017.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any



presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the City of Wisconsin Dells; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Johnson Block & Company, Inc. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee, a federal



agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Johnson Block & Company, Inc. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a regulator. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in February 2017 and to issue our reports no later than June 15, 2017. Carrie Leonard, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for the audit and other services will not exceed \$33,300. Fees related to individual parts are estimated as follows:

General City	\$	8,600
Electric Utility		5,925
Water Utility		4,585
Sewer Utility		4,230
TIDs and CDA		5,160
BID		1,300
Single Audit		<u>2,500 - 3,500</u>
		<u>\$32,300 - 33,300</u>

Services related to GASB 68 implementation will be billed at our standard hourly rates.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If additional services are necessary, we will discuss them with you and arrive at a fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City of Wisconsin Dells and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Johnson Block & Company, Inc.

Johnson, Block & Company, Inc.
Certified Public Accountants
Madison, Wisconsin



RESPONSE:

This letter correctly sets forth the understanding of the City of Wisconsin Dells.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



ADDENDUM A

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2016. Upon completion of the compilation of the annual Financial Report Form, we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Form to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulation applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



ADDENDUM B

We will perform the following services:

We will compile, from information you provide, the Public Service Commission Annual Reports, including the balance sheets of the water utility and the electric utility, enterprise funds of the City of Wisconsin Dells, as of December 31, 2016 and 2015, and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the year ended December 31, 2016. Upon completion of the Public Service Commission Annual Reports, we will provide the City with our accountant's compilation reports. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulation applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



ADDENDUM C

We will perform the following services:

We will compile, from information you provide the special-purpose Financial Report Form of TIF Districts No. 2, 3, and 4 in accordance with requirements of the Wisconsin State Statutes from the date of creation through December 31, 2016. Upon completion of the compilation of the special-purpose Financial Report Form, we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the special-purpose Financial Report Form to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulation applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the DESIGN REVIEW COMMITTEE from their January 25, 2017 meeting:

IT APPROVES the Legacy Sign Covenant for Old Time Portraits at 217 Broadway, Columbia County Parcel 11291-613.

Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays ____ abst
Date Introduced: February 13, 2017
Date Passed:
Date Published:

LEGACY SIGN COVENANT

THIS COVENANT, made by the **City of Wisconsin Dells and Old Time Portraits** specifies that the signs on the Canopy at 217 Broadway, Columbia Co., City of Wisconsin Dells tax parcel 11291-613, have been granted Legacy Sign status.

This Legacy sign designation applies to the signage only and not to the canopy structure itself. The canopy structure itself is non-conforming, and is not protected by this City designated Legacy status. If the canopy structure were to be replaced with a conforming projecting structure that is not large enough to accommodate the existing signs on the side of the structure, then those signs are to be replaced in a manner that best suits the structure that is allowed in its place.

This Legacy designation protects the sign in its current condition. It is recognized that the majority of this sign is in conformance with the current design standards, and that this designation primarily protects this sign from any future standards that it may not comply with. This sign must be maintained in good condition per Ordinance 22.04 and 22.09(4)(g). Any alterations or removals to this sign must conform to all of the requirements of City Ordinance 22.09(4).

This covenant shall run with the land and not be removed from the property without the consent of the City Council.

This space is reserved for recording data

Return to
Chris Tollaksen
300 LaCrosse St.
Wis. Dells, WI 53965

Parcel Identification Number/Tax Key Number
11291-613

_____ Date

_____ Date

_____ Applicant

_____ Resolution

_____ Print Name

_____ Authorizing Signature / Title

This instrument was drafted by:

Legacy Sign Covenant

This Legacy Sign Covenant is by and between the City of Wisconsin Dells, a Wisconsin Municipal Corporation and Lyndale Investments, LLC hereinafter the owner.

Pursuant to City of Wisconsin Dells Code Sec. 22.09(4) (2017) the sign/sign structure located on the following described real estate in the City of Wisconsin Dells owned by owner has been designated "a legacy sign":

West ½ of Lot 9; Block 46, City of Wisconsin Dells, Columbia County, Wisconsin.

217 Broadway Avenue, Wisconsin Dells, Wisconsin.

Tax Parcel Number: 11291-613

A photograph of the sign/sign structure affected by this covenant is attached as Exhibit A.

This legacy sign designation applies to the following feature(s) of the sign/sign structure: three (3) faces of signage.

This designation does not apply to the following feature(s) of the sign/sign structure: canopy. This canopy is non-conforming and not protected by this designation.

Legacy sign designation protects the sign/sign structure in its current condition. The sign/sign structure is subject to the maintenance and repair standards of Code Sec. 22.04 and 22.09(4)(g). Alterations or removals are subject to the requirements of Code Sec. 22.09(4). The purpose of this designation is to protect the legacy status of the sign/sign structure.

This covenant shall run with the land and shall not be removed without the consent of the City or the owner, its heirs, successors and assigns. Owner acknowledges and consents to this covenant.

CITY OF WISCONSIN DELLS

Date: _____

By: _____
Brian Landers, Mayor

Date: _____

By: _____
Nancy R. Holzem, Clerk/Administrative
Coordinator

ACKNOWLEDGMENT

State of Wisconsin
County of _____

Personally came before me on February _____, 2017 the above named Brian L. Landers and Nancy R. Holzem to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Subscribed and sworn to before me
this _____ day of February, 2017.

Notary Public, State of Wisconsin
My Commission is permanent/ expires: _____

LYNDALE INVESTMENTS, LLC

Date: Feb 2, 2017

By: David Johnke
Its: member - 100% OWNER

ACKNOWLEDGMENT

State of Wisconsin
County of Columbia

Personally came before me on February 2, 2017 the above named David Johnke to me known to be the person who executed the foregoing instrument and acknowledged the same.

Subscribed and sworn to before me
this 2nd day of February, 2017.

Monica L. Dorow-Lis

Notary Public, State of Wisconsin
My Commission is permanent/ expires: April 14, 2020

Drafted by:
Joseph J. Hasler, Esq.
LaRowe Gerlach Taggart LLP
110 East Main Street
Reedsburg, WI 53959
608-524-8231

Application for Legacy Sign Designation

Old Time Portraits - 3 sided canopy sign - Permits 2408, 2409, 2410 Issued 5/8/1996

217 Broadway, Wisconsin Dells, WI

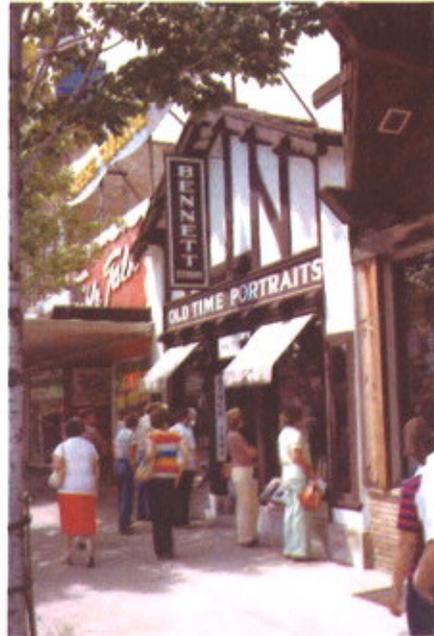
Historical Context

Old Time Portraits has been a part of downtown Wisconsin Dells and the H H Bennett Studio continuously since 1976, but was actually started 28 years earlier.

In 1948, as part of the State of Wisconsin Centennial Celebration, the H H Bennett Studio began taking "Old Time Portraits" as a one year only part of that celebration. Below are some examples of photos taken at the studio in 1948 of local citizens dressed in vintage costumes

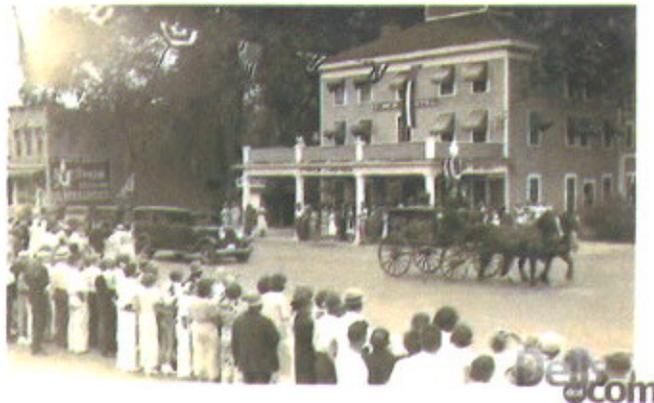


In 1976, as part of the nation's Bicentennial Celebration, the H H Bennett Studio opened the original H H Bennett Darkroom for public viewing for the first time, and also began taking Old Time Portraits on a regular basis. The photos below are of the 1980 sign update.



In 1996, the Old Time Portrait operation was moved to the adjacent building at 217 Broadway as part of preparations for donating the original studio to the Wisconsin State Historical Society. The original time line was that the Old Time Portraits operation would relocate for summer of 1996. The studio would be donated in late 1996, and the new state museum would open in 1998. That timeline proved optimistic as the project was expanded from the original plan to a much larger museum incorporating 3 buildings. The new museum opened in spring of 2000.

In choosing a design for the facade of the relocated Old Time Portraits, we were inspired by the original canopy that was on the Finch Hotel at the corner of Oak and Broadway (photo courtesy of dells.com by permission)



In planning the architecture that would be adjacent to the restored 1875 facade of the H H Bennett Studio, the Wisconsin State Historical Society emphasized the importance of having complimentary designs, but ones that would be different from the style of the original H H Bennett Studio so that the integrity of the original design would stand out. Colors were chosen to compliment the brick of the restored H H Bennett Studio, and the same philosophy was applied to the facade design of the former Dells Post Office building at 211 Broadway, which was to become the entrance to the newly expanded museum. The burgundy color of the new Old Time Portraits sign was chosen to provide a rich accent color, and the raised gold vintage style letters were intentionally chosen in an antiqued version to eliminate any harsh contrast between the letters and backgrounds. This is not how signs were typically being done in the downtown area at that time, and added to the cost of the project, but we felt it was very important to create an upscale look adjacent to the new H H Bennett Studio and History Center.



The current sign has been in place for 21 years, and is a successor to the previous sign that was updated in 1980. It provides a visual anchor with the H H Bennett Studio which now has a reproduction of the original sign that was in place in 1875 when the studio was originally built.

It anticipated many of the qualities in design and color palette that the design committee has now established for the entire downtown area, and it has become a visual landmark in the 200 block along with the entire H H Bennett Studio History Center.

I hope that the Design Review Committee will consider designating this sign as a Legacy Sign under that portion of Chapter 22 of the sign ordinance that deals with legacy signs.

Sincerely,

A handwritten signature in blue ink, appearing to read "David C. Jahnke". The signature is fluid and cursive, with a long, sweeping underline.

David C Jahnke
Bennett Organization, Inc.
Lyndale Investments, LLC

Mail address: PO Box 656, Wisconsin Dells, WI 53965
Physical address of building: 217 Broadway, Wisconsin Dells, WI

Submitted December 27, 2016



Original Sign Permit - Issued 05/08/1996

APPLICATION FOR SIGN PERMIT - CITY OF WISCONSIN DELLS NO. #13-96
REC. NO. 5322

APPLICATION is hereby made for a PERMIT to erect or reletter a sign in conformity with the Ordinances of the City of WI. Dells, upon the property designated below and in the manner described herein.

Name of Applicant BENNETT ORGANIZATION BUSINESS IS TIME ADVERTISING
Address of Applicant PO BOX 656
Owner of Premises (Approval Letter) DAVID
Address of Legal Description of Premises 7 BROADWAY

Zoning of Premises COMMERCIAL
Type of Sign: Wall Sign Free Standing or Ground Sign
Projecting Sign
On or Off Premise ON Other CANOPY

A copy of a sign sketch illustrating the size, shape and message of the proposed sign MUST accompany this application. A site plan drawing showing the positioning of the sign with respect to the highway, buildings and/or other signs, MUST accompany this application.

Dimensions 12' x 38' (H) I 38' (W)
Total Square Feet 456

Single Faced X Double TRIPLE X
Type of Lighting (ELECTRIC PERMIT REQUIRED) NONE
Value of Sign 2000
Name and Address of Person or Company who will install the sign: _____

RAIMOND SIGN
CERTIFICATE OF APPLICANT: I hereby certify that the above application is a true and correct statement of the work to be done; that any changes therefrom shall, before being made, be submitted for approval, and that the sign shall conform to all City Ordinances and State Codes where such may apply.

DATE 4-29 1996 Signed: [Signature]
Applicant: Owner-Agent-Contractor

Fee Received \$ 150.00
Date 5-11 1996 Signed: [Signature]
Clerk-Treasurer

Subject to compliance by the applicant with all requirements of the City of Wisconsin Dells Sign Ordinance and State Codes and Statutes, permit approval is hereby granted to authorize installation and maintenance of the specific sign described herein at the precise location herein described. The applicant, NINETY (90) DAYS from the date of issuance of the sign permit, is to erect the sign described in this permit. If the erection is not complete within said time, the permit shall become null and void.

PERMIT NUMBER _____ Date of Issuance 05/08 1996
SIGN NUMBER _____
I.D. TAG NO. 2402, 2409, 2410
I.D. LOCATION Technical town of cany Signed: Michael T. Hansen
Sign Inspector

THIS PERMIT IS REVOCABLE

ITEM 11

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the CITY PLAN COMMISSION FROM their February 13, 2017 meeting:

IT APPROVES the Sauk County Certified Survey Map requested by Adam Makowski, RRAD Development.

Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays ____ abst
Date Introduced: February 13, 2017
Date Passed:
Date Published:

**SAUK COUNTY CERTIFIED
SURVEY MAP No. _____**

Located in Lots 1 - 12 and Lots 20 - 27, Lower Dells Village.
NW1/4-SE1/4 and NE1/4-SE1/4, Section 9, T13N, R6E,
City of Wisconsin Dells, Sauk County, Wisconsin.

Client: RRAD Development,
400 CTH "A"
Wisconsin Dells, WI, 53965

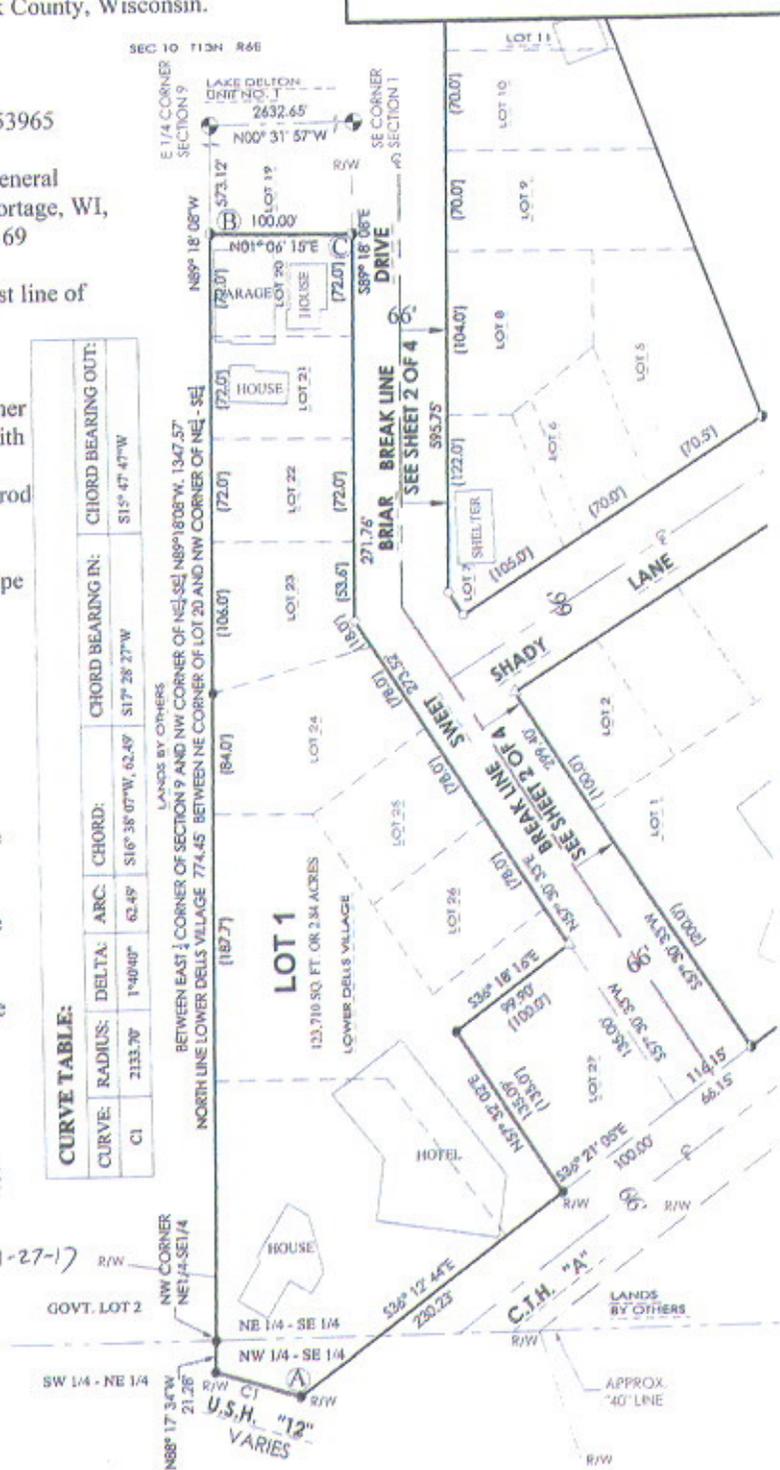
Carlson Surveying, Div. of General
Engineering, P O Box 340, Portage, WI,
53901 Phone (608) 742.2169

Bearings are referenced to east line of
SE1/4 of Section 9 and made
to bear N0°31'57"W.

- ⊙ = Found government corner
(Harrison monument with
4 verified ties)
- = Found 3/4" round iron rod
- ⊖ = Found 1-1/2" round
iron pipe
- ⊙ = Found 2" round iron pipe
- = Set 3/4"x18" round
iron rod weighing
1.5#/lin. Ft.
- △ = Set magnetic nail in
blacktop
- () = Record
- Ⓐ = Found bent 3/4" rod,
S36°21'05"E, 0.25'
- Ⓑ = Found 1-1/2" iron pipe
S1°06'51"W, 0.05'
from corner
- Ⓒ = Found 1-1/2" iron pipe
N1°06'51"E, 0.29'
from corner
- Ⓓ = Found 1-1/2" iron pipe
S60°29'40"W, 0.82'
from corner

CURVE TABLE:

CURVE:	RADIUS:	DELTA:	ARC:	CHORD:	CHORD BEARING IN:	CHORD BEARING OUT:
C1	2133.70'	1°48'00"	63.49'	516' 38' 07"W, 62.49'	S17° 28' 27"W	S15° 47' 47"W



1-27-17 R/W

GOVT. LOT 2

NW CORNER NE1/4-SE1/4

NE 1/4 - SE 1/4

NW 1/4 - SE 1/4

SW 1/4 - NE 1/4

U.S.H. "12" VARIES

R/W

R/W

R/W

R/W

R/W

R/W

21.26'

536' 12' 44"E

750.23'

100.00'

114.15'

66.15'

100.00'

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SURVEYOR'S CERTIFICATE:

I, Mark C. Carlson, professional land surveyor, hereby certify that I have surveyed, divided and mapped a parcel of land located in Lots 1 - 12 and Lots 20 - 27, Lower Dells Village. NW1/4-SE1/4 and NE1/4-SE1/4, Section 9, T13N, R6E, City of Wisconsin Dells, Sauk County, Wisconsin, bounded by the following described line:

Commencing at the East 1/4 corner of said Section 9; thence N89°18'08"W along north line of said Lower Dells Village, 573.12 feet to the northeast corner of said Lot 20, Lower Dells Village and point of beginning; thence N89°18'08"W along said north line and its extension, 774.45 feet to the northwest corner of said NE1/4-SE1/4; thence N88°17'34"W, 21.28 feet to the east line of U. S. H. "12"; thence Southerly along east line of said U. S. H. "12" on a curve to the right, radius 2133.70 feet, whose chord bears S16°38'07"W, 62.49 feet to the northeasterly line of C. T. H. "A"; thence S36°12'44"E along said northeasterly line, 230.23 feet; thence S36°21'05"E along said northeasterly line, 166.15 feet; thence S35°48'12"E along said northeasterly line, 174.45 feet to southwest corner of lot 1, said Lower Dells Village; thence N69°43'10"E along south line of said Lots 1 and 4, 295.82 feet to the southeast corner of said Lot 4; thence N69°43'10"E, 67.52 feet to southwest corner of said Lot 5; thence N69°42'08"E along south line of said Lots 5, 9, 10, 11 and 12, 377.72 feet; thence N69°41'40"E along south line of said Lot 12, 130.45 feet to west line of Lot 1, CSM No. 4322; thence N0°45'06"E along west line of said CSM No. 4322, 38.50 to south line of Sweet Briar Drive; thence N89°18'08"W along south line of Sweet Briar Drive, 595.75 feet; thence S57°30'33"W along said south line, 19.04 feet to northeast line of Shady Lane; thence S32°26'42"E along northeast line of Shady Lane, 251.00 feet to southwest corner of said Lot 5; ; thence S69°43'10"W, 67.52 feet to southeast corner of said Lot 4; thence N32°26'42"W along southwest line of Shady Lane, 236.72 feet to south line of Sweet Briar Drive; thence S57°30'33"W along said south line, 299.40 feet to northwest corner of said Lot 1; thence N36°21'05"W along said northeasterly line of C. T. H. "A", 166.15 feet; thence N57°32'02"E, 135.09 feet; thence S36°18'16"E, 99.90 feet to north line of Sweet Briar Drive; thence N57°30'33"E along said north line, 273.52 feet; thence S89°18'08"E along said north line, 271.76 feet to southeast corner of said Lot 20; thence N1°06'15"E along east line of said Lot 20, 100.00 feet to point of beginning.

Said described parcel contains 261,190 square feet or 5.99 acres and is subject to easements of record.

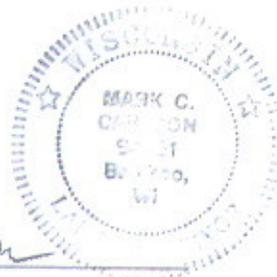
That I have complied with the provisions of Chapter 236.34 Wisconsin Statutes, A-E 7 of the Wisconsin Administrative Code and the subdivision regulations of the City of Wisconsin Dells and Columbia County to the best of my knowledge, information and belief in surveying, mapping and dividing the same.

That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

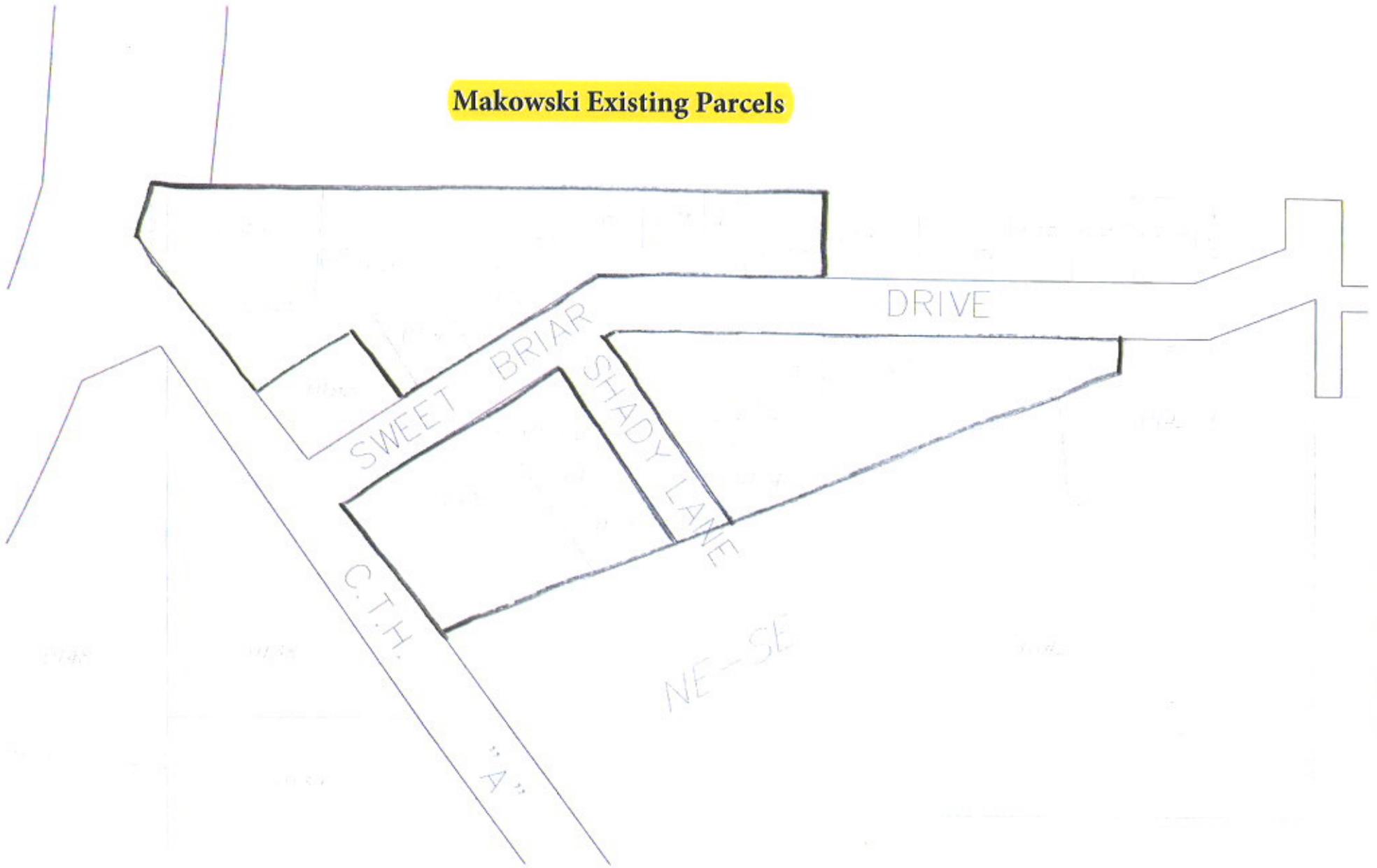
That I have made such survey under the direction of Adam Makowski.

1-27-17
Date

Mark C Carlson
Mark C. Carlson



Makowski Existing Parcels



ITEM 12

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, based upon the recommendation of the City Plan Commission from their February 13, 2017 meeting;

IT APPROVES a Conditional Use Permit to Casco Inc. in order to allow Outdoor Entertainment, Outdoor Commercial Food & Beverage Service, Outdoor Vendor, and Walk-up Service Windows on Sauk County Parcel 291-0201-00000 which is an empty lot area behind Taco Bell and Culver's Restaurant, with the contingencies in the staff report.

Brian L. Landers, Mayor

Nancy R. Holzem, City Clerk

Vote: _____ ayes _____ nays
Date Introduced: February 8, 2017
Date Passed:
Date Published:

CONDITIONAL USE APPLICATION
Wisconsin Dells, Wisconsin
 Version: May 21, 2007

General instructions. Complete this application as it applies to your project and submit one copy to the zoning administrator along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the zoning administrator who will ensure it is complete. If you have any questions, don't hesitate to contact the zoning administrator at 608-253-2542. You may obtain a digital copy of this file from the zoning administrator.

- Office Use Only -

Initial application fee	<u>\$525.00</u>
Receipt number	<u>58532</u>
Application number	<u>Z-2017</u>

1. Applicant information

Applicant name CASCO INC RICHARD
 Street address W332 N5743 Louise Ln
 City Nashotah
 State and zip code WI 53055
 Daytime telephone number 262-391-1162
 Fax number, if any 262-966-2398
 E-mail, if any rushclark@aol.com

2. Subject property information

Street address	
Parcel number	<u>291-0102</u> <small>Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.</small>
Current zoning classification(s)	
Describe the current use	

3. Proposed use. Describe the proposed use.

Outdoor entertainment
Pides
T SHIRTS FROM T. CO. "Soul"
WASH ON SERVICE WINDOW

4. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)

7 days week
10am 12 p.m

2425 Wisconsin Dells Parkway

Conditional Use Permit – Outdoor Entertainment, Outdoor commercial food and beverage service, Outdoor vender, Walk up service window, and building in excess of 45 ft in height.

Staff Report for Plan Commission, 02/13/17

The Planning & Zoning office has received a Conditional Use Permit and Site Plan application from Casco Inc. to allow outdoor entertainment on Sauk Co, City of Wis. Dells tax parcel 291-0102-00000. The principle use will be large amusement rides such as: 160' tower with two (2) Big Swings, two (2) high speed lifts, and a four (4) person observation ride; they also intend to have a 100' a vertical accelerator (used to be at Riverview Park). They may also have small smaller rides for younger children. The plan indicates an additional ride will be added in the future. The applicant intends to sell tickets from a standalone ticket booth. They also intend to construct a stand-alone building for restrooms, concessions, and video. They would like to be able to sell brats and hot-dogs from outdoor grills. They may also sell a small amount of merchandise, such as T-shirts. The site map provided shows the location of these facilities and some additional storage facilities. It has been made clear that all the buildings will need to be on permanent foundations, no temporary structures will be permitted.

A Conditional Use permit is required for Outdoor entertainment venues, Outdoor commercial food and beverage service, outdoor vendors, walk up service windows, and buildings in excess of 45 ft in height. The applicant has operated similar rides at Riverview Park and Mt. Olympus.

Due to the large size of these structures, it seems possible that they could generate a significant amount of noise. Given the proximity of this project to existing businesses, any significant noise from this project could cause a legitimate nuisance. The applicant has stated that these rides do not generate any significant noises. As such, the applicant and/or operator of the rides will be held responsible for any noises that create a nuisance, and be subject to fines that may be issued as the result of noise complaints. It is also made clear that the applicant may not play any music or use any other kind of noise, amplified or not, to call attention to their facility. Any ambient music that may be played within the property will be strictly regulated so as not to cause a nuisance to surrounding properties. Given the thrilling nature of these rides, and the rather close proximity to the surrounding businesses, it seems other noises, such as screaming riders, could be significant at this site.

There may also be issues with how the applicant would like to provide concessions to their patrons. The Wisconsin State food licensing agency may not approve outdoor food preparation, such as a hotdog and brat grill. The applicant must clearly demonstrate that any food service they provide is wholly licensed and approved by the state food service licensing authority.

The proposed plan includes 24 parking spaces which is adequate for 72 patrons. It has not been made clear yet if the entire site is to be paved or otherwise improved. The City Zoning code requires the parking spaces to be paved. This property sits behind several properties, but appears to have access rights to Hwys 12 and 13. It seems possible that if the parking on the site is not properly controlled it could cause issues with the access lanes from the hwy's. The parking stalls are planned to be located immediately adjacent to the access road to STH 12. The parking stalls are indicated as being 28 ft deep, which is deeper than a standard parking stall. The deeper stalls may be helpful in preventing issues with the access road if a parking bumper is installed and it is clear the vehicles pull as far off the access road as possible. If issues do occur, the applicant may need to install additional parking control measures. The stalls should be marked. The applicant should also encourage their patrons to utilize the access to STH 12, as the STH 13 access currently experiences heavy traffic and congestion issues.

The applicant has stated the rides have a capacity of approximately 14 persons and they hope to have up to 40 people in the park at any one time. They appear to have adequate facilities for their use. However, it is difficult to determine how many people may be in an amusement park setting at any one time. Any approval should be contingent on the park ensuring they have adequate facilities for their customers.

Each bathroom would be adequate for 40 people, and each parking stall would be adequate for 3 people. The proposed plan includes a men's and women's bathroom, which could service 80 people.

As with any outdoor commercial activities, a major concern is with how the facility is operated and managed. The area must be well kempt and adequately controlled to ensure it does not become a nuisance to surrounding properties.

This property sits behind several properties, but appears to have access rights to Hwys 12 and 13. It seems possible that if the parking on the site is not properly controlled it could cause issues with the access lanes from the hways.

It appears the plan includes utilizing the furthest west portions of the property, which includes steep grades and is a drainage route for the properties to the north. Adequate plans must be provided as to how the ground will be graded to accommodate the structure, and how the grading work will be stabilized so as not to impair the surrounding properties. Adequate plans must also be provided demonstrating how the storm water running through this property will be managed to ensure it does not create a new nuisance to surrounding properties.

This use itself does not initially appear to be completely out of place in the C-4 Commercial Large Scale Zoning district. The specifics of this site seem to pose some additional concerns. The somewhat landlocked position of this project, behind a number of existing restaurants seems a bit odd. It does not seem that this use should on its face present a significant nuisance to the surrounding properties. However, given the proposed layout of the rides and the grades and drainage issues on the west side of the property, it does not appear that an adequate site plan has been provided to the City to evaluate this project. It is not clear are the grades of neighboring properties will be protected, or how the storm water passing through this site will be managed to prevent the creation of nuisances to surrounding properties. The Site plan does not indicate where the utilities will be located to provide them water, sewer, and electric.

It is noted that there have been safety incidents on similar rides in the area in the past. They applicant clarified that they have no intention to have a "Terminal Velocity" type ride, such as the one on which a rider was injured on several year ago. The applicant has also responded to other safety concerns, such as a bungee incident at a Vertical Accelerator in the area. It seems reasonable for the City to consider this type of use and if it is something the City wants to allow. These rides do fall under the State Department of Safety and Professional Services regulations, and must obtain approvals from the State.

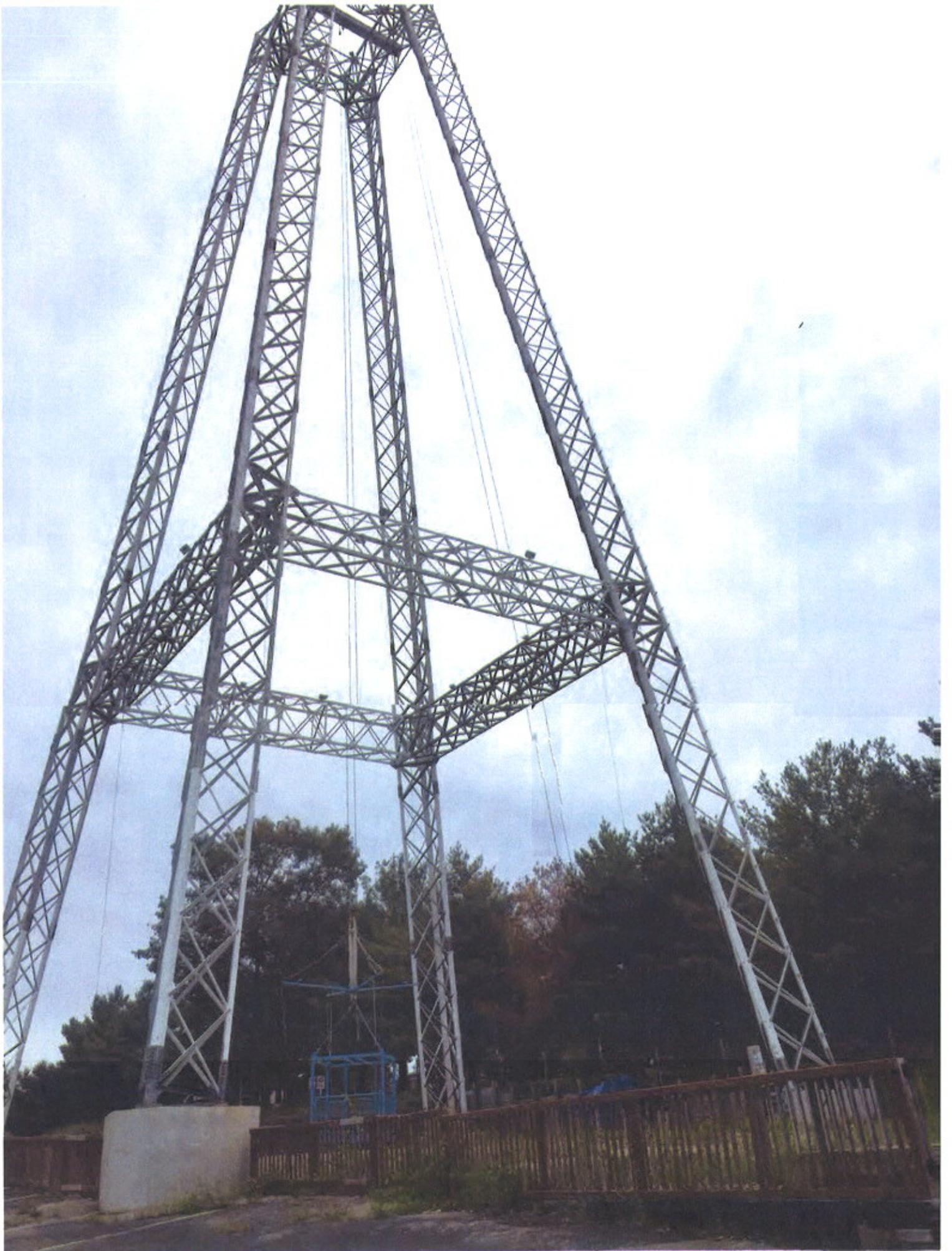
The applicant has submitted a revised site layout for their rides in an attempt to improve their fit on the site. The applicant has also stated that they will have addition Site plan information for the City soon. However, there appear to be access issues with the new plan. Until we receive and review that information the Site plan should either be tabled.

The City may want to make a decision whether or not to approve this CUP at this time based on this type of Outdoor entertainment. It is recommended that the Site plan approval for this project be tabled until adequate plans are provided that demonstrate how this project will be properly constructed.

Conditions of any CUP approval:

- 1) All associated license are obtained and in good standing.
- 2) All buildings are constructed on permanent foundations
- 3) The site does not generate any nuisances to surround properties, specifically noise nuisances.
- 4) Adequate parking and parking controls are installed to prevent this site form causing traffic flow problems on the access roads. The applicant should encourage patron to utilize the STH 12 access.
- 5) Additional Site plan approval will be obtained prior to the installation of an additional ride in the future.

Prepared by: Chris Tollaksen, City of Wisconsin Dells.



From: SHC [highthrill1@comcast.net]
Sent: Tuesday, February 07, 2017 2:45 PM
To: Chris Tollaksen
Cc: Richard
Subject: Re: drainage
Attachments: ob 5 IMG_0453.jpg

Mr. Tollaksen sir:

Please see attached a photo of our tower on 6 feet of non-level ground circumstances where we used foundations for the legs to level the tower. The tower is used as a pull up tower for our swings and two ghost rides and we will make certain with our engineers drainage is well considered. We may also be able to move the tower to the opposite end because the people swinging are approximately 100 feet up in the air at the end of swing and we may be able to simply swing above the 30 ft. difference elevation difference on that end. We will be meeting with our engineers this Thursday to resolve all of your issues brought up thus far.

Stat

From: "Chris Tollaksen" <ctollaksen@dellscitygov.com>
To: "SHC" <highthrill1@comcast.net>, rushclark@aol.com
Sent: Tuesday, February 7, 2017 12:16:33 PM
Subject: drainage

Further review of your site plan indicates that observation tower is planned for an elevated area that serves as a significant drainageway.

I will need significantly more detail about how you intend to prepare the site for the tower and how you will accommodate the stormwater drainage.

I have attached an overlay of your plan on the county map and contours, and if this is correct there are significant concerns. Unless I am missing something, I don't see how this plan can be approved at this time.

Chris Tollaksen
City Planner/Zoning Administrator
City of Wis. Dells
(608) 253-2542
Fax (608) 254-8904

From: SHC [highthrill1@comcast.net]
Sent: Wednesday, February 08, 2017 1:07 PM
To: Chris Tollaksen
Cc: Richard
Subject: Re: parking and rides

Please understand, a bungee cord did not snap. The cable connection became disconnected.

We have spent over \$50,000 for safety on this ride revamping the ride putting in complete double connections throughout the ride including putting dual cable winches on the ride.

Also please understand this is the first incident for the ride in over 15-20 years in the Dells and no riders have ever been injured and the same for the incident that happened at Mt. Olympus, the ride worked as it should have with the cable connection giving out while the ride was in stretch mode and not during operations.

The cable connection gave out due to an employee skipping procedures and even this has been changed in overall procedures with two employees signing off on the connection.

More will be explained about this incident in detail when we stop in to introduce ourselves this week.

Stat

From: "Chris Tollaksen" <ctollaksen@dellscitygov.com>
To: "SHC" <highthrill1@comcast.net>
Sent: Wednesday, February 8, 2017 11:23:07 AM
Subject: RE: parking and rides

Mr. Cochran,

I assume by your comment after the Vertical Accelerator ride that you are address the snapped bungee issue you had at Mt. Olympus. I will need more information about how you are revamping the safety of this ride.

Chris Tollaksen
City Planner/Zoning Administrator
City of Wis. Dells
(608) 253-2542
Fax (608) 254-8904

From: SHC [mailto:highthrill1@comcast.net]
Sent: Monday, February 06, 2017 2:59 PM
To: Chris Tollaksen
Cc: Richard
Subject: parking and rides

Mr. Clark inadvertently gave you the wrong drawing which had not been updated in his files.

Attached you will find an updated drawing with 24 - 10 feet wide x 28 feet long parking spots. (see attached drawing)

Ride # 1. The observation tower is 160 feet tall with 4 rides coming off of it. 2 swings 160 feet tall and 2 high speed lift rides 160 feet tall.

We also have a family lift ride with the Observation ride for a Husband/Wife and 2 children and a kiddie ride for the younger kids.

Ride # 2. The Vertical Accelerator ride is 100 feet tall for two rides going straight up into the air.

We at one time had this ride at Riverview Park several years back. We have revamped the overall safety of this ride.

Total capacity for the rides off the observation tower are 12 people at any one time.

Total capacity for the Vertical ride is 2 people at any one time

Park ride capacity is 14 people

Hope in park will be at any one time 40 people.

Safety Consultant
Stat Cochran
801-949 -8650

Richard,
Going through your drawing, there appear to be 14 parking spaces.

I will need an explanation from you on the maximum number of people you would expect at any one time, including the capacities of each ride.

Can you also please clarify the height of each ride? I still would like some literature of each ride.

Thank you.

Chris Tollaksen
City Planner/Zoning Administrator
City of Wis. Dells
(608) 253-2542
Fax (608) 254-8904

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, based upon the recommendation of the City Plan Commission from their February 13, 2017 meeting;

IT APPROVES the Site Plan Application submitted by Casco, Inc. in order to construct an Outdoor Entertainment Park, with Outdoor Commercial Food & Beverage Service, Outdoor Vendor, and Walk-up Service Windows on Sauk County Parcel 291-0201-00000 which is an empty lot area behind Taco Bell and Culver's Restaurant, with the contingencies in the staff report.

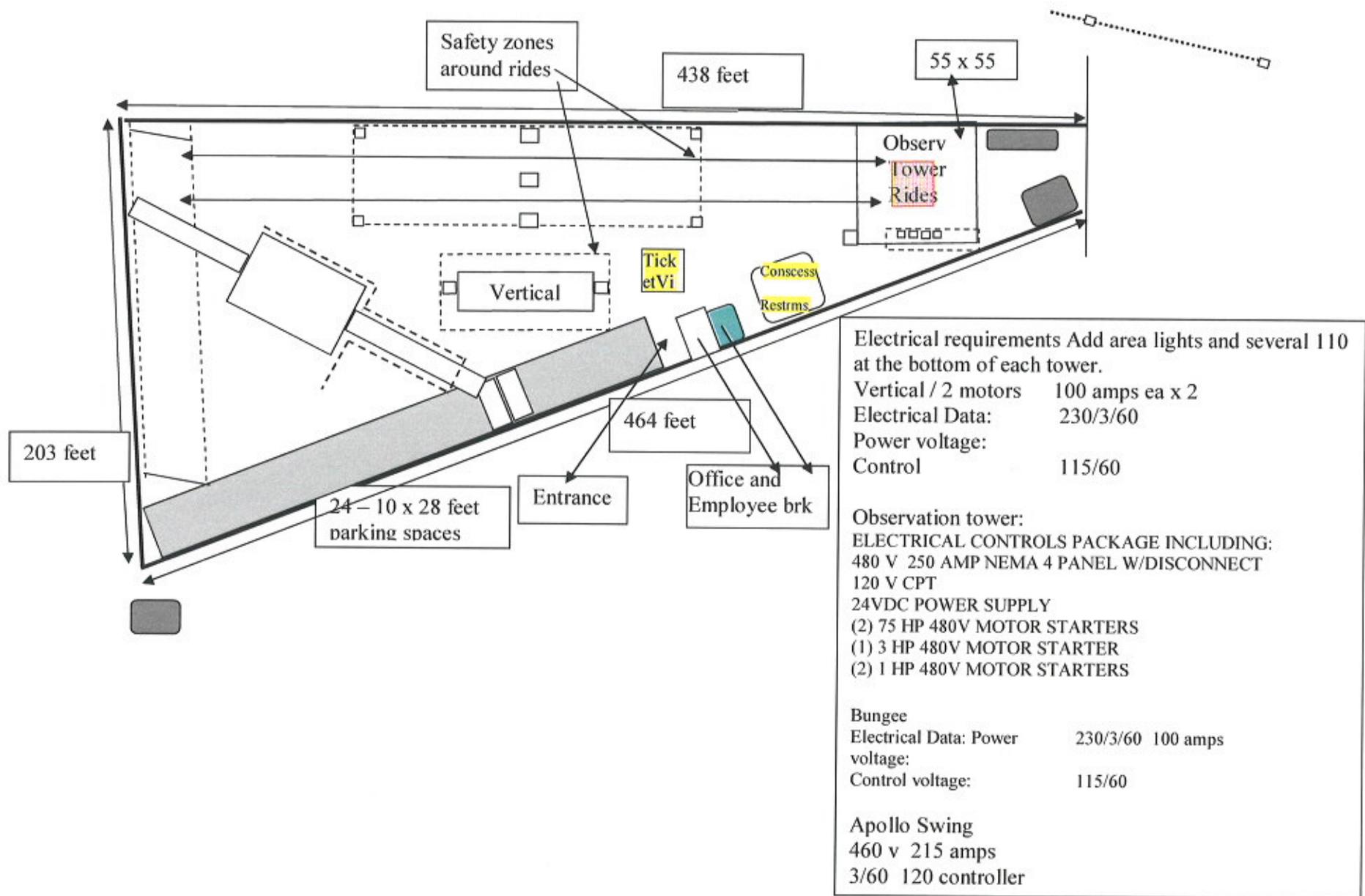
Brian L. Landers, Mayor

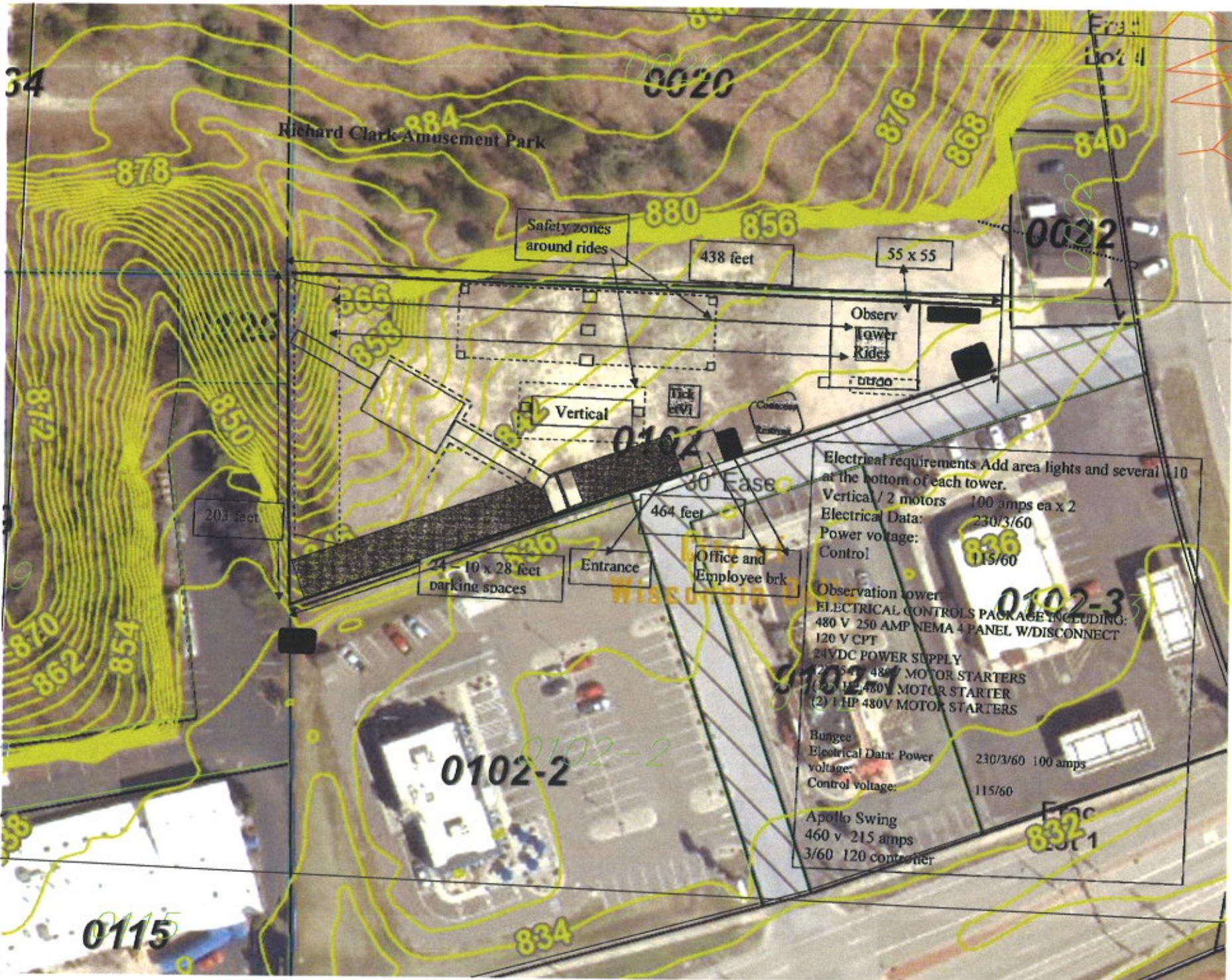
Nancy R. Holzem, City Clerk

Vote: _____ ayes _____ nays
Date Introduced: February 8, 2017
Date Passed:
Date Published:

REVISED SITE LAYOUT

Richard Clark Amusement Park





34

Richard Clark Amusement Park

Safety zones around rides

438 feet

55 x 55

Observation tower

Vertical

0102-2

464 feet

Entrance

Office and Employee brk

24 - 10 x 28 feet parking spaces

Electrical requirements Add area lights and several 10 at the bottom of each tower.

Vertical / 2 motors 100 amps ea x 2

Electrical Data: 230/3/60

Power voltage:

Control

Observation tower:

ELECTRICAL CONTROLS PACKAGE INCLUDING:

480 V 250 AMP NEMA 4 PANEL W/DISCONNECT

120 V CPT

24VDC POWER SUPPLY

(2) 5 HP 480V MOTOR STARTERS

(1) 1/2 HP 480V MOTOR STARTER

(2) 1 HP 480V MOTOR STARTERS

Bungee

Electrical Data: Power

230/3/60 100 amps

voltage:

Control voltage:

115/60

Apollo Swing

460 v 215 amps

3/60 120 controller

0102-2

0102-3

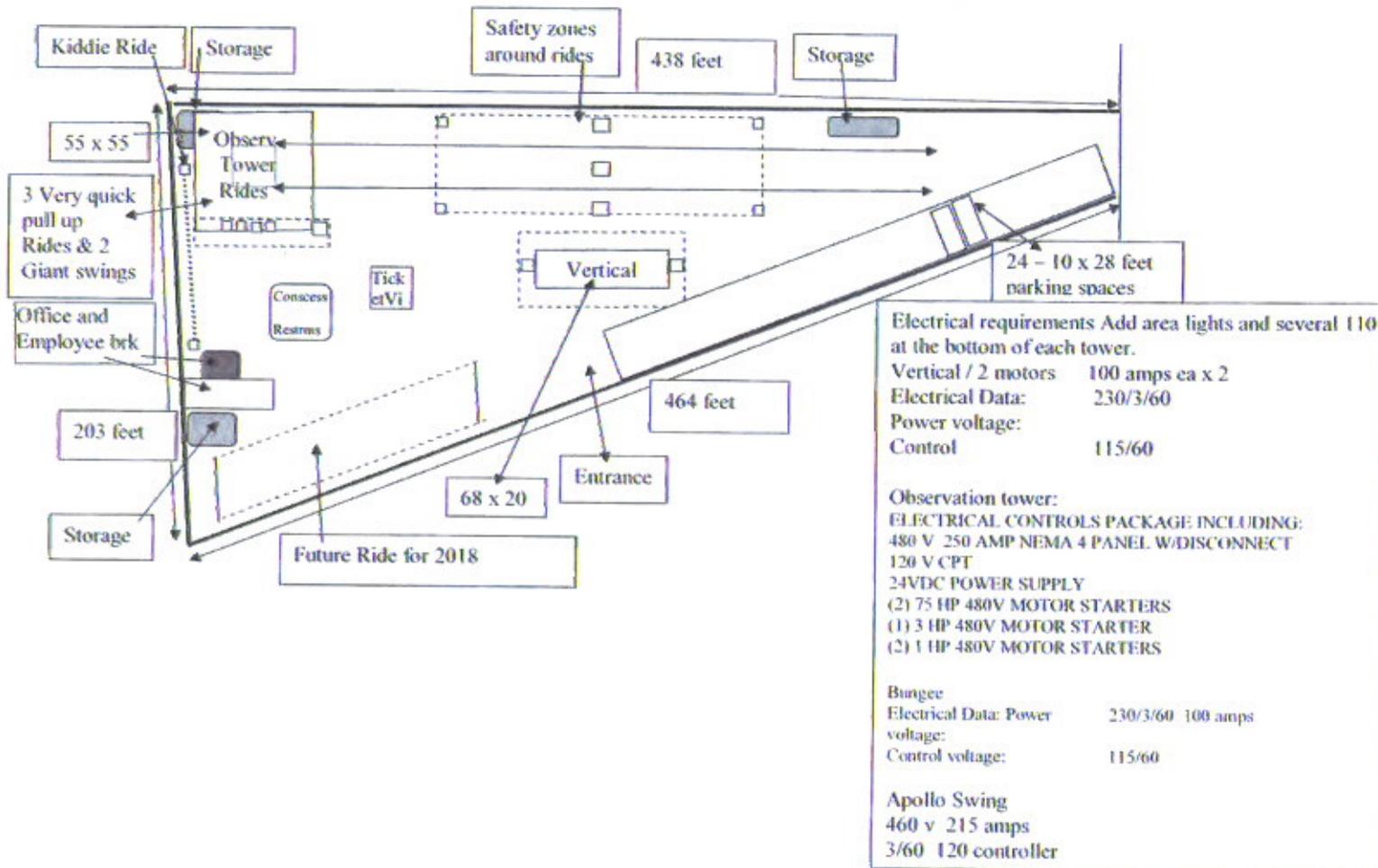
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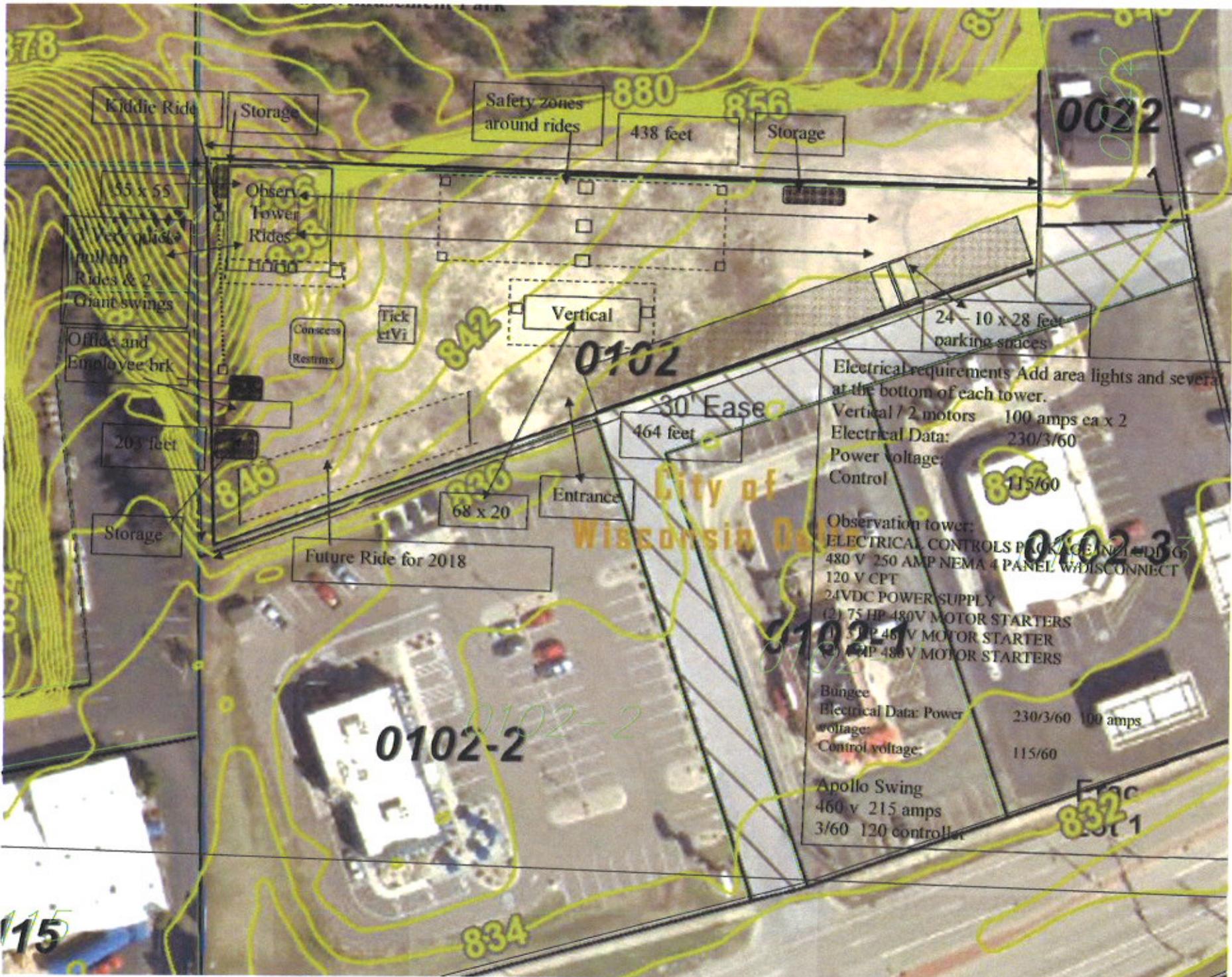
834

832

Preliminary Site layout

Richard Clark Amusement Park





Electrical requirements Add area lights and several at the bottom of each tower.

Vertical / 2 motors 100 amps ea x 2
 Electrical Data: 230/3/60
 Power voltage:
 Control 115/60

Observation tower:
 ELECTRICAL CONTROLS PACKAGE NEMA 4 DISCONNECT
 480 V 250 AMP NEMA 4 PANEL W/DISCONNECT
 120 V CPT
 24VDC POWER SUPPLY
 (2) 75 HP 480V MOTOR STARTERS
 (1) 1/2 HP 46 V MOTOR STARTER
 (2) 1/2 HP 480 V MOTOR STARTERS

Bungee
 Electrical Data: Power 230/3/60 100 amps
 voltage:
 Control voltage: 115/60

Apollo Swing
 460 v 215 amps
 3/60 120 controller

SITE PLAN APPLICATION

Wisconsin Dells, Wisconsin

Version: February 27, 2008

General instructions. Complete this application as it applies to your project and submit one copy to the zoning administrator along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the zoning administrator who will ensure it is complete. If you have any questions, don't hesitate to contact the zoning administrator at 608-253-2542. You may obtain a digital copy of this form from the zoning administrator.

- Office Use Only -

Initial application fee	\$300
Receipt number	_____
Application number	_____

1. Applicant information

Applicant name CASCO INC
 Street address 4332 W 57TH Avenue LN
 City Waukegan WI
 State and zip code WI 53095
 Daytime telephone number 262-391-1162
 Fax number, if any 262-966-2395
 E-mail, if any rushclark@casco.com

2. Subject property information

Street address		
Parcel number	<u>291-0102</u>	Note: the parcel number can be found on the tax bill for the property or may be obtained from the City.
Current zoning classification(s)		
Describe the current use		

3. Proposed use. Describe the proposed use.

Cellular Extension

4. Operating conditions. For non-residential uses, describe anticipated operating conditions (hours of operation, conditions that may affect surrounding properties, etc.)

7 day week
10am - 12am

5. Potential nuisances. Describe any potential nuisances relating to street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials.

2425 Wisconsin Dells Parkway

Conditional Use Permit – Outdoor Entertainment, Outdoor commercial food and beverage service, Outdoor vender, Walk up service window, and building in excess of 45 ft in height.

Staff Report for Plan Commission, 02/13/17

The Planning & Zoning office has received a Conditional Use Permit and Site Plan application from Casco Inc. to allow outdoor entertainment on Sauk Co, City of Wis. Dells tax parcel 291-0102-00000. The principle use will be large amusement rides such as: 160' tower with two (2) Big Swings, two (2) high speed lifts, and a four (4) person observation ride; they also intend to have a 100' a vertical accelerator (used to be at Riverview Park). They may also have small smaller rides for younger children. The plan indicates and additional ride will be added in the future. The applicant intends to sell tickets from a standalone ticket booth. They also intend to construct a stand-alone building for restrooms, concessions, and video. They would like to be able to sell brats and hot-dogs from outdoor grills. They may also sell a small amount of merchandise, such as T-shirts. The site map provided shows the location of these facilities and some additional storage facilities. It has been made clear that all the buildings will need to be on permanent foundations, no temporary structures will be permitted.

A Conditional Use permit is required for Outdoor entertainment venues, Outdoor commercial food and beverage service, outdoor vendors, walk up service windows, and buildings in excess of 45 ft in height. The applicant has operated similar rides at Riverview Park and Mt. Olympus.

Due to the large size of these structures, it seems possible that they could generate a significant amount of noise. Given the proximity of this project to existing businesses, any significant noise from this project could cause a legitimate nuisance. The applicant has stated that these rides do not generate any significant noises. As such, the applicant and/or operator of the rides will be held responsible for any noises that create a nuisance, and be subject to fines that may be issued as the result of noise complaints. It is also made clear that the applicant may not play any music or use any other kind of noise, amplified or not, to call attention to their facility. Any ambient music that may be played within the property will be strictly regulated so as not to cause a nuisance to surrounding properties. Given the thrilling nature of these rides, and the rather close proximity to the surrounding businesses, it seems other noises, such as screaming riders, could be significant at this site.

There may also be issues with how the applicant would like to provide concessions to their patrons. The Wisconsin State food licensing agency may not approve outdoor food preparation, such as a hotdog and brat grill. The applicant must clearly demonstrate that any food service they provide is wholly license and approved by the state food service licensing authority.

The proposed plan includes 24 parking spaces which is adequate for 72 patrons. It has not been made clear yet if the entire site is to be paved or otherwise improved. The City Zoning code requires the parking spaces to be paved. This property sits behind several properties, but appears to have access rights to Hwys 12 and 13. It seems possible that if the parking on the site is not properly controlled it could cause issues with the access lanes from the hwys. The parking stalls are planned to be located immediately adjacent to the access road to STH 12. The parking stalls are indicated as being 28 ft deep, which is deeper than a standard parking stall. The deeper stalls may be helpful in preventing issues with the access road if a parking bumper is installed and it is clear the vehicles pull as far off the access road as possible. If issues do occur, the applicant may need to install additional parking control measures. The stalls should be marked The applicant should also encourage their patrons to utilize the access to STH 12, as the STH 13 access currently experiences heavy traffic and congestion issues.

The applicant has stated the rides have a capacity of approximately 14 persons and they hope to have up to 40 people in the park at any one time. They appear to have adequate facilities for their use. However, it is difficult to determine how many people may be in an amusement park setting at any one time. Any approval should be contingent on the park ensuring they have adequate facilities for their customers.

Each bathroom would be adequate for 40 people, and each parking stall would be adequate for 3 people. The proposed plan includes a men's and women's bathroom, which could service 80 people.

As with any outdoor commercial activities, a major concern is with how the facility is operated and managed. The area must be well kempt and adequately controlled to ensure it does not become a nuisance to surrounding properties.

This property sits behind several properties, but appears to have access rights to Hwys 12 and 13. It seems possible that if the parking on the site is not properly controlled it could cause issues with the access lanes from the hways.

It appears the plan includes utilizing the furthest west portions of the property, which includes steep grades and is a drainage route for the properties to the north. Adequate plans must be provided as to how the ground will be graded to accommodate the structure, and how the grading work will be stabilized so as not to impair the surrounding properties. Adequate plans must also be provided demonstrating how the storm water running through this property will be managed to ensure it does not create a new nuisance to surrounding properties.

This use itself does not initially appear to be completely out of place in the C-4 Commercial Large Scale Zoning district. The specifics of this site seem to pose some additional concerns. The somewhat landlocked position of this project, behind a number of existing restaurants seems a bit odd. It does not seem that this use should on its face present a significant nuisance to the surrounding properties. However, given the proposed layout of the rides and the grades and drainage issues on the west side of the property, it does not appear that an adequate site plan has been provided to the City to evaluate this project. It is not clear are the grades of neighboring properties will be protected, or how the storm water passing through this site will be managed to prevent the creation of nuisances to surrounding properties. The Site plan does not indicate where the utilities will be located to provide them water, sewer, and electric.

It is noted that there have been safety incidents on similar rides in the area in the past. They applicant clarified that they have no intention to have a "Terminal Velocity" type ride, such as the one on which a rider was injured on several year ago. The applicant has also responded to other safety concerns, such as a bungee incident at a Vertical Accelerator in the area. It seems reasonable for the City to consider this type of use and if it is something the City wants to allow. These rides do fall under the State Department of Safety and Professional Services regulations, and must obtain approvals from the State.

The applicant has submitted a revised site layout for their rides in an attempt to improve their fit on the site. The applicant has also stated that they will have addition Site plan information for the City soon. However, there appear to be access issues with the new plan. Until we receive and review that information the Site plan should either be tabled.

The City may want to make a decision whether or not to approve this CUP at this time based on this type of Outdoor entertainment. It is recommended that the Site plan approval for this project be tabled until adequate plans are provided that demonstrate how this project will be properly constructed.

Conditions of any CUP approval:

- 1) All associated license are obtained and in good standing.
- 2) All buildings are constructed on permanent foundations
- 3) The site does not generate any nuisances to surround properties, specifically noise nuisances.
- 4) Adequate parking and parking controls are installed to prevent this site form causing traffic flow problems on the access roads. The applicant should encourage patron to utilize the STH 12 access.
- 5) Additional Site plan approval will be obtained prior to the installation of an additional ride in the future.

Prepared by: Chris Tollaksen, City of Wisconsin Dells.

ITEM_____

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the BID Committee from their January 11, 2017 meeting;

IT APPROVES &ADOPTS the revised Dells River Arts District Brand Book & Style Guide.

Brian L. Landers, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: ___ ayes; ___ nays

Date Introduced: February 13, 2017

Date Passed:

Date Published:

ITEM 15

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the BID Committee from their February 8, 2017 meeting, and the Finance Committee from their February 13, 2017 meeting;

IT APPROVES the purchase café zone furnishings and benches as determined by the Finance Committee. Funding to be derived from: _____.

Brian L. Landers, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: ___ ayes; ___ nays
Date Introduced: February 13, 2017
Date Passed:
Date Published:

RESOLUTION NO. _____

ITEM 15

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the FINANCE COMMITTEE from their February 13, 2017 meeting;

IT APPROVES additional funding for River Arts District capital improvements.

Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ___ ayes ___ nays
Date Introduced: February 13, 2017
Date Passed:
Date Published:

City of Wisconsin Dells
River Arts District - 2016/2017 Capital Improvements - DRAFT

2016 Carry-over + 2017 Projected Revenues: \$954,414.79

Open Items		
Item #	Description	Estimated budget
1	200 Block - Furnishings	\$55,000.00
2	200 Block - Mosaic Tile for Café Zone Walls	\$20,000.00
3	200 Block - Café Zone Totem Art - Construction	\$35,000.00
4	201 Block - Café Zone Totem Art - Design	\$15,000.00
5	200 Block - Bench Replacement	\$28,800.00
6	Duchess Plaza - Electrical	\$2,500.00
7	Duchess Plaza - Safety Railing and Safety Improvements	\$5,000.00
8	Duchess Plaza - WIFI/Charging Stations	\$7,500.00
9	Downtown Traffic Study	\$18,800.00
10	Capital Improvement Plan	\$1,500.00
Subtotal =		\$189,100.00
20% Contingencies =		\$37,820.00
Open Item Total =		\$226,920.00

New Items		
Item #	Description	Estimated budget
11	Riverwalk Entrance Enhancements - Design	\$50,000.00
12	Riverwalk Entrance Enhancements - Construction	\$200,000.00
13	Wayfinding Design - Phase 1	\$17,000.00
14	Program Management	\$25,000.00
15	Maintenance	\$15,000.00

2017 Subtotal = \$307,000.00
20% Contingencies = \$61,400.00
2017 Total = \$368,400.00

Summary	
Complete 200 Block	\$153,800.00
Complete Duchess Plaza	\$15,000.00
Riverwalk Entrance	\$250,000.00
Wayfinding Phase 1 - Design	\$17,000.00
Misc	\$60,300.00
	\$496,100.00
Contingencies	20%
	\$99,220.00
	\$595,320.00

Projected Balance on 12/31/2017: \$359,094.79

ITEM 16

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the PARKS, RECREATION & WATERWAYS COMMITTEE from their February 6, 2017 meeting:

IT APPROVES the use of \$7,980 in Rivers & Bay Surplus Funds for miscellaneous repairs to the boat dock.

Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: _____ ayes _____ nays _____ abst

Date Introduced: February 13, 2017

Date Passed:

Date Published:

The following is a list of items that are needed this year at the boat docks. Traditionally when purchasing this quantity of items that are not needed on an annual basis, the funding has come from the Designated Rivers and Bays Surplus Account, not from the annual operating budget:

1. Marine Grade Non Skid Plywood - $\$86.00 \times 30$ sheets = \$2580 delivered
2. Brackets that are under water that stabilize the fingers are beginning to rust and break off:
 $\$400 \times 8$ brackets needed (gives us 1-2 spare) = \$3200
3. Hardware/cleats - \$1000
4. Parking bumper/stops $\$1000 \times 12 = \1200
5. Electrical work with DPW at Boat Docks – Shared cost with DPW our portion \$1566.26.

Total Cost - \$ \$7980 Boat Docks

Designated Rivers and Bays Acct Balance - \$52,600.11

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the PARKS, RECREATION & WATERWAYS COMMITTEE from their February 6, 2017 meeting:

IT APPROVES the low bid of \$29,800 submitted by ADCI, Inc for Architectural and Engineer Services for a new Bowman Park recreation building and pavilion. This was a 2017 budgeted item.

Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays ____ abst
Date Introduced: February 13, 2017
Date Passed:
Date Published:



Architectural Design Consultants, Inc.

30 Wisconsin Dells Parkway
PO Box 580
Lake Delton, WI 53940

Phone: 608.254.6181
Email: info@adcidesign.com
Web: www.adcidesign.com

January 20, 2017

Architectural & Engineering Proposal

From: Architectural Design Consultants, Inc. (ADCI)
To: City of Wisconsin Dells
300 La Crosse Avenue
Wisconsin Dells, WI 53965
Attn: Thad Meister
Project: New Bowman Park Recreation Building and Pavilion
Wisconsin Dells, WI
ADCI Project: 16-038

Project Scope

The City of Wisconsin Dells desires a new building in Bowman Parks as follows:

1. General:
 - a. The project includes a new year-round enclosed park building and associated site work.
 - b. Tentative project schedule is for construction documents to be completed by early July 2017. The exact project schedule will be refined to meet the City's desires as the project develops.
 - c. Possible relocation or removal of the existing open-air park shelter by City.
2. Site Development
 - a. Shall be located in the area of the existing "stable" gathering building that will optionally be removed by the city prior to this project.
 - b. Concrete approach and connector sidewalks with a potential promenade from the west and north.
 - c. No additional parking will be developed at this time.
 - d. Possible exterior concrete terrace/patio facing the park.
 - e. Dumpster enclosure and accommodations.
 - f. Site disturbance will be limited to less than 1 acre.
3. Building
 - a. The site placement and exterior building design to relate to the adjacent Historical Society Building that will remain.
 - b. Approximate size will be 2,000 to 2,800 square feet, but shall be determined during preliminary design and budgeting.
 - c. Single level building with frost walls, slab on grade, wood-framed and/or CMU walls and wood roof trusses.
 - d. Year-round use with heating and air conditioning. Gas-fired high-efficiency furnace(s).
 - e. Facility spaces and components are expected to include:
 - i. Vestibule foyer that will allow shared use of restrooms from the exterior (for park use) and interior. Drinking fountains for common use. The building will serve as a warming house in the winter for nearby ice

- skating and sledding and this use may possibly be accommodated in this area.
- ii. Men's and women's multi-occupant public restrooms that are accessible from both the exterior and interior.
 - iii. Gathering room to accommodate no more than 99 persons (this will avoid having to install a fire sprinkler system). Windows facing the park.
 - iv. Table/Chair and miscellaneous storage room.
 - v. Small warming kitchen for serving events with counter and coiling door flanking the gathering room.
 - vi. Mechanical/Custodial space.
 - vii. Other provisions as identified by the City.
- f. Ample electrical circuitry to accommodate the expected events.
 - g. Plumbing and electrical systems to serve the building.

Services to be Provided

Provide the following:

- Architectural
- Site/Civil Engineering
- Structural Engineering
- Plumbing Engineering
- Heating, Ventilating and Air Conditioning (HVAC) Engineering
- Electrical Engineering

1. Schematic Design Phase:

- a. Architect to meet with Owner one time to review and refine space needs in order to develop the building size and construction budget.
- b. Review the existing site.
- c. Prepare a probable construction cost estimate.
- d. Prepare for approval by the Owner design drawings consisting of a site plan, floor plans and exterior elevations.
- e. Computer Visualizations: Prepare 3-D computer model of the building.
- f. Meet with the Owner one time to review the design drawings.
- g. Make revisions as needed.

2. Construction Document Phase:

- a. Based on the approved design documents, our firm shall prepare, for approval by the Owner, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Project. The drawings shall consist of the following:

Title Sheet
Site/Grading Plan
Foundation Plan and Schedules
Floor Plan
Window, Door and Room Finish Schedules
Building Exterior Elevations (4)
Building Cross Section
Wall Sections and Details

Interior Elevations
Reflected Ceiling Plan
Roof Plan
Roof Framing Plan
Mechanical Site Plan
HVAC Plan, Schedules and Details
Plumbing Plan, Schedules and Details
Electrical Plan, Schedules and Details

- b. Meet one time with the Owner at the City office to review the drawings at 85% complete.
- c. Prepare and submit the required forms, calculations, plans and specifications on the building, structural, HVAC and plumbing systems to the State of Wisconsin Department of Commerce, Safety & Buildings, for approval.

Additional Services:

The basic services of this proposal do not include providing the following services. The following can be provided as additional services if authorized by the Owner.

- a. Bidding Administration and Construction Administration.
- b. Architectural Site Survey with topography, utilities and features.
- c. Landscape planting design.
- d. Owner changes to the plans and specifications after Owner approval has been given.
- e. Soil borings or any testing of existing soil conditions.
- f. Telecommunications (voice, video and data cabling), paging, security and sound systems design.
- g. Emergency generator system and associated work.
- h. Asbestos abatement and/or hazardous materials testing and removal design.
- i. Furnishings selection and procurement.
- j. Erosion Control Plan and Storm Water Management Plan in accordance with NR 151 and NR216. This is not an expected need since the area of disturbance is ideally less than 1 acre per DNR requirements.
- k. Writing for grants for specialized funding.

Basis of Charge: Firm shall perform the above stated services for a lump sum fee of:

Schematic Design Phase	\$5,900.00
Construction Documents Phase	<u>\$23,900.00</u>
Total Lump Sum Fee	\$29,800.00

The lump sum fee includes all reimbursable expenses except for State of Wisconsin Department of Commerce and/or Wisconsin Department of Natural Resources review fees, and the cost of printing and mailing plans and specifications for bidding and construction. We estimate these expenses to cost you the following:

State Review Fees	\$1,000.00
Printing and Shipping for limited Plans/Specifications	\$300.00

General

This proposal remains valid for 60 days.

**ARCHITECTURAL DESIGN CONSULTANTS, INC.
2017 STANDARD FEE SCHEDULE**

Professional and Technical Staff:

Principal	\$185.00 / hour
Project Manager	\$160.00 / hour
Senior Architect	\$140.00 / hour
Architect / Engineer	\$120.00 / hour
Specifications Writer	\$125.00 / hour
Senior Interior Designer	\$125.00 / hour
Interior Designer	\$ 90.00 / hour
Senior Construction Administrator	\$130.00 / hour
Construction Administrator	\$ 90.00 / hour
Senior Designer	\$105.00 / hour
Designer	\$ 90.00 / hour
Design/Visualization Artist	\$ 100.00 / hour
Project Coordinator	\$ 75.00 / hour
Administrative	\$ 55.00 / hour

Reimbursable Expenses:

Reproduction and Printing	Cost	+ 10%
Subcontracted Services	Cost	+ 10%
Shipping and Postage	Cost	+ 10%
Mileage for authorized out of town travel	\$0.535	per mile
Travel and Subsistence	Cost	+ 10%

Other Terms and Conditions:

Standard Fee Schedule is subject to change at the beginning of each new calendar year.

Non-exempt employee overtime will be invoiced at one and one-half (1½) times the standard hourly rates noted above when such overtime is authorized by the client.

Holidays will be observed in accordance with Architectural Design Consultants, Inc. policy and include New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day.

A surcharge of fifty percent (50%) will be added for expert witness testimony and/or participation at hearings, depositions, etc.

Progress invoices will be issued at least monthly and shall be due and payable upon receipt unless otherwise stipulated in a design agreement. Balances due more than (30) days shall be subject to a monthly finance charge.

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the PUBLIC WORKS COMMITTEE from their February 13, 2017 meeting;

IT APPROVES the low bid of \$129,876.20 for the purchase of a new DPW plow truck. Funding derived from the DPW equipment reserve fund.

Brian L. Landers, Mayor

Attest: _____
Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays
Date Introduced: February 13, 2017
Date Passed:
Date Published:

Existing Equipment	Year	Hrs./Miles	Estimated Replacement Costs	Actual - Quote	Manufacturer	Dealer	Phone
1993 GMC (Unit # 34)	1993	85,000	\$160,000	Truck Chasis \$81,769.20 \$85,945.00	International Western Star	Lakeside International V & H Inc.	608-246-5860 1-800-826-2308
				Up-fitting \$48,336.00 \$51,650.00		Madison Truck Equipment, Inc. Madison Truck (Revised)	800-259-7453
Inter. + Madison Truck		\$130,105.20		\$48,107.00		Monroe Truck	608-329-8501
Inter. + Madison Truck (revised)		\$133,419.20					
Inter. + Monroe Truck	*	\$129,876.20	Low Bid				
Western Star + Madison Truck		\$134,281.00					
Western Star + Madison Truck (revised)		\$137,595.00					
Western Star + Monroe Truck		\$134,052.00					

RESOLUTION NO. _____

ITEM 19

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the PUBLIC WORKS COMMITTEE from their February 13, 2017 meeting;

IT APPROVES the bid submitted by Lane Tank Company, Inc for painting of the Industrial Park water tower.

Brian L. Landers, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays
Date Introduced: February 13, 2017
Date Passed:
Date Published:



**LANE TANK
COMPANY INC.**
WATER TOWER PAINTING & REPAIR • INSPECTIONS

P.O. BOX 560 • MENOMONIE, WI 54751
OFFICE: 715-235-3110 • FAX: 715-235-5385
lane-tank@charter.net

November 4, 2016

CITY OF WISCONSIN DELLS
MUNICIPAL WATER UTILITY
Attn: Scott Holzem, Utility Foreman
300 LaCrosse Street
Wisconsin Dells, WI 53965

RE: 300,000 Gallon Single Pedestal
Industrial Park Tower

Dear Scott:

As per our discussions, please find enclosed the updated proposal for the maintenance painting of the above referenced elevated water storage tank. The proposal now has the railing and related installations separated out and a 3rd option of using Tnemec Series 700 Hydroflon as the exterior finish coating. If there are any questions, please let us know. Thank you.

Sincerely,

LANE TANK CO., INC.

Pat Litzkow
Corporate Secretary

Encl.

*4/02/2016 Start of work
(Customer led & through - Sure by [initials])*



LANE TANK COMPANY INC.

WATER TOWER PAINTING & REPAIR • INSPECTIONS

P.O. BOX 500 • MENOMONIE, WI 54751
OFFICE: 715-235-3110 • FAX: 715-235-5385
lanetank@charter.net

PROPOSAL

PROPOSAL SUBMITTED TO: CITY OF WISCONSIN DELLS MUNICIPAL WATER UTILITY 300 La Crosse Street Wisconsin Dells, WI 53965		BUSINESS OFFICE: FAX: 715-235-5385 LANETANK@CHARTER.NET	
Date: November 4, 2016	Job Name: 300,000 Gallon Industrial Park Tower		

We hereby submit specifications and estimates for: Maintenance painting and modifications to the Industrial Park Tower as per attached Specifications and Drawings:

EXTERIOR Epoxy/Hydroflon System \$ 233,000.00

(Please initial one: _____ YES _____ NO)

EXTERIOR Epoxy/Polyurethane System \$ 210,000.00

(Please initial one: _____ YES _____ NO)

EXTERIOR Alkyd Aluminum System \$ 202,000.00

(Please initial one: _____ YES _____ NO)

The following cost would be added to contract price if authorized:

OPTIONAL RAILING INSTALLATION \$16,500.00

(Please initial one: _____ YES _____ NO)

We hereby propose to finish labor and materials- Complete in accordance with the above specifications, for the sum of: *****SEE ABOVE***** dollars (\$*****). Due and payable within thirty (30) days of job completion.

All material is guaranteed to be as specified. All work to be complete in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized Signature: Mary Lane Vice-President
LANE TANK CO., INC.

NOTE: This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted:

Date: _____

Signature: _____
(Customer Sign Here)

Signature: _____
(Customer Sign Here)

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that based upon the recommendation of the PUBLIC WORKS COMMITTEE from their February 13, 2017 meeting;

IT APPROVES the request from Verizon to install Small Cell Antennas on city utility poles, contingent upon approval of the specific equipment to be installed, approval of the specific installation sites, and contingent upon reaching acceptable lease terms.

Brian L. Landers, Mayor

Attest:

Nancy R. Holzem, City Clerk

Vote: ____ ayes ____ nays

Date Introduced: February 13, 2017

Date Passed:

Date Published:



Reach Network Solutions, Inc.

City of Wisconsin Dells
300 La Crosse St
Wisconsin Dells, WI 53965
(608) 253-2542

To Whom It May Concern,

My name is Adam McCabe, and the firm I represent is working with Verizon Wireless on their Small Cell Initiative (SCI). The SCI is being designed in areas to increase capacity. Small Cells are typically located on utility poles, street lamps, traffic signals, and/or buildings with heights ranging from 30' to 35'.

Currently, Verizon has contracted me to locate three small cells in the City of Wisconsin Dells. Two of the three are hoping to be located on City property. I have included photos of the city property Verizon is interested in locating on, as well as, Google images with the utility poles marked, a set of plans that would be very similar to the plans used for Wisconsin Dells sites from another small cell site in eastern Wisconsin, a small cell handout, and images of completed small cell sites. The third site is currently in the review process, but would be located at the intersection of Stand Rock Road and Broadway. Verizon is reviewing some of the candidates that I have submitted which include City property and a private landlord. I have included Google images of the potential City properties under review for this site.

I appreciate the City taking the time to review this for Verizon, and I am looking forward to attending the meeting scheduled for the 13th of February.

Respectfully,

A handwritten signature in black ink, appearing to read 'A. McCabe', is written over a light blue horizontal line.

Adam McCabe

Reach Network Solutions

(773) 551-1051

amccabe@reachnetsolutions.com





Dells SC01 Potential Candidate 43.628025, -89.782271

23

Dells SC01 Potential Candidate 43.627343, -89.782198

Dells SC01 Potential Candidate 43.627069, -89.782711

© 2016 Google

Google Earth

Tour Guide

1992

Imagery Date: 9/21/2013 lat 43.627845° lon -89.783677° elev 898 ft eye alt 1725 ft



Dells SC02 Candidate 43.627836, -89.777288

Broadway

River Rd

La Grosse St

Eddy St

© 2013 Google

Google Earth

Tour Guide

1992

Imagery Date: 9/21/2013 lat 43.627639° lon -89.778473° elev 889 ft eye alt 1705 ft



Dells SC04 Candidate 43.627509, -89.77062

Broadway

Cedar St

Church St

23

©2013 Google

Google Earth

Tour Guide

1992

Imagery Date: 9/21/2013 lat 43.627596° lon -89.770723° elev 917 ft eye alt 1688 ft