



VILLAGE OF TWIN LAKES

105 East Main Street P O Box 1024 Twin Lakes, Wisconsin 53181

Phone (262) 877-2858 Fax (262) 877-4019

VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING

Monday, June 6, 2022 – 6:30 p.m.

Village Hall, 105 E. Main Street, Twin Lakes, WI

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: TRUSTEES ANDRES, BOWER, FITZGERALD, KAROW, KASKIN, PERL, PRESIDENT SKINNER
4. PUBLIC COMMENTS AND QUESTIONS
5. HONORING KRISTEN HERREID AND THE TWIN LAKES FIRE DEPARTMENT FOR THE FIRST RESPONDER OF THE YEAR
6. PRESIDENT AND TRUSTEE REPORTS
 - A. TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING
 1. Discussion regarding purchasing Badger Books with ARPA funds.
 2. Discussion regarding hiring Thorpe & Christian S.C. to represent the Village in a Zoning Appeal.
 3. Discussion regarding the Community Center Rental Contract.
 4. Discussion on the Alcohol Beverage License applications as listed below contingent upon payment of all outstanding liabilities and delinquencies with the Village of Twin Lakes and wholesaler invoices, clearance of any Department of Revenue holds, and approval of background check:
 - Renewal "Class A"/Class "A" Liquor & Fermented Malt Beverage License applications filed by:
 - a. Twinkot Ltd d/b/a Berkot Super Foods, 600 N Lake Ave, Scott Fernandez, Agent
 - b. Twin Lakes BP Operating Corporation d/b/a Twin Lakes BP, 475 N Lake Ave, Judith Schwartz, Agent
 - c. Twin Lakes Citgo Inc d/b/a Twin Lakes Citgo, 410 N Lake Ave, Rupinder Singh, Agent
 - Renewal "Class B"/Class "B" Liquor & Fermented Malt Beverage License applications filed by:
 - a. R & V Development Inc d/b/a Beach Bar, 402 S Lake Ave, William Glembocki, Agent
 - b. Twin Lakes Vault Inc d/b/a Corner Kitchen Restaurant, 100 N Lake Ave, Adija

Alijoski, Agent

- c. Cup O Joe Coffeehouse LLC d/b/a Cup O' Joe, 336 E Main St, Dena Prestininzi, Agent
 - d. FST Inc d/b/a Donovan's Reef, 611 Rink Ave, Barbara Eterno, Agent
 - e. JDR Investments LLC d/b/a, La Casita Mexican Restaurant, 201 E Main St, Luciano Ortiz, Agent
 - f. A.S. Tonishing Inc d/b/a Village View Pub, 350 E Main St, Kristina Kerwer, Agent
 - g. Gloria Laurin d/b/a Laurin's Landing & Pier LLC, 425 Wilmot Ave, Gloria Laurin, Agent
 - h. Perl LLC d/b/a Mad Dan's Family Restaurant, 200 E Main St, Ken Perl, Agent
 - i. Karr Incorporated d/b/a Main Street Tap, 338 E Main St, Richard Karrasch, Agent
 - j. Hawes Inc d/b/a Pink House Resort, 201 Lane Dr, Shirley Newkirk, Agent
 - k. Rumpoles Inc d/b/a Rumpoles Banquet & Bowling, 352 E Main St, Adija Alijoski, Agent
 - l. Lake Elizabeth Sand Bar LLC d/b/a Sand Bar & Island Grill, 3101 E Lake Shore Dr, Jackie Johnson, Agent
 - m. Touch of Class Food & Fun LLC d/b/a Touch of Class, 121 S Lake Ave, Janet Thomas, Agent
 - n. DTPKLP, LLC d/b/a Triangle, 1205 N Lake Ave, Daniel Patton Agent
 - o. Hendrix Investments Inc d/b/a Twin Lakes Roadhouse, 1519 Musial Rd, Brian Hendrix, Agent
 - p. Judith A Cantwell d/b/a Twin Lakes Country Club, 1230 Legion Dr, Judith A Cantwell, Agent
 - q. RC Concepts LLC d/b/a Wild Child's Tavern & Grill, 511 Wilmot Ave, Ryan Child, Agent
5. Discussion on an Original "Class B"/Class "B" Liquor & Fermented Malt Beverage License application filed by 0383 Saloon LLC d/b/a 1903 West Bar & Grill, 121 S Lake Ave, Timothy Cowart, Agent contingent upon payment of all outstanding liabilities and delinquencies with the Village of Twin Lakes and wholesaler invoices, clearance of any Department of Revenue holds, approval of background check, and Touch of Class surrendering their licenses

6. Other?

B. TRUSTEE KEVIN FITZGERALD - STREETS & ROADS, EQUIPMENT, STREET LIGHTS, WEEDS, LAKE PLANNING AND PROTECTION

1. Other?

C. TRUSTEE BILL KASKIN - CEMETERY, SANITATION, RECYCLING, SENIORS

1. Other?

D. TRUSTEE AARON KAROW - BUILDING AND ZONING, PLAN COMMISSION, AND PUBLIC BUILDINGS

1. Other?
- E. TRUSTEE KEN PERL - POLICE, FIRE, LAKE CONTROL, PARKS AND BEACHES
 1. Discussion regarding Ordinance 2022-05-03 Pertaining to Boating Speeds.
 2. Other?
- F. TRUSTEE BARB ANDRES - SEWER, HEALTH AND ENVIRONMENT, YOUTH, LIBRARY
 1. Other?
- G. VILLAGE PRESIDENT HOWARD SKINNER
 1. Consideration of a motion to approve an Event Permit for Libertyfest on July 2, 2022 from 11am to 11pm at Lance Park.
 2. Consideration of a motion to approve a Temporary Class “B” Beer License to the Twin Lakes Area Chamber for Libertyfest on July 2, 2022 from 4pm to 11pm.
 3. Consideration of a motion to approve a Temporary Class “B” Beer License to the Twin Lakes Area Chamber for Aquanut Alumni 50th Anniversary on July 30, 2022 from 5pm to 11pm.
 4. Consideration of a motion to appoint Nichole Hart to Board of Appeals for a three-year term.
 5. Other?
7. ADJOURN

MATTERS MAY BE TAKEN IN ORDER OTHER THAN LISTED

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Clerk Treasurer's office in advance so the appropriate accommodations can be made.

MEMORANDUM



Date: May 16, 2022
To: Village Board, Administrator Roeslein
From: Sabrina Waswo, Village Clerk
RE: Purchase of Electronic Poll Books (Badger Books)

Electronic Poll Book Overview

In 2017, Wisconsin Elections Commission staff developed an electronic poll book system, known as “Badger Books”, to be used in polling places on Election Day. The Badger Book is used to check in voters, process absentee ballots and register voters on Election Day.

Badger Books replace the current two-person, paper poll book system with a one-person tablet that replicates the poll book. The process for the voter on Election Day utilizing Badger Books would be similar to the current process with paper boll books.

Voter registration is streamlined using the Badger Book which can easily search for current voter data allowing the voter to only update needed information like an address or new last name while all other information automatically populates.

After Election Day, a data file generated from the Badger Book is used to upload Election participation and Election Day Registration information into the state-wide system called WisVote. This replaces the current process of staff manually entering in voter participation and Election Day registration information.

Since its development, 200 municipalities are already using Badger Books for their elections including the Village of Pleasant Prairie and Village of Somers. The City of Kenosha also recently purchased them, but are not in use yet.

Equipment & Software

The Badger Book is currently supported on the HP Engage One Retail Point of Sale terminal. One Badger Book station includes the main terminal computer with a touch screen for electronic signature capture, a wireless mouse, a wireless keyboard, a barcode scanner, a case of thermal printer paper, and a printer that can either be integrated into the terminal base column or as a stand-alone printer. Additionally, a router and an encrypted, password protected USB memory stick must be purchased for each polling place. The router facilitates communication locally between the Badger Book machines. The USB stick is used to transfer data from an internet-connected computer to the Badger Book server machine. Refer to attached invoice for cost.

These machines are not connected to the internet. Per the WEC requirements the hardware is configured to block all internet access. Badger Books stay connected with each other on Election Day by using a closed local access network (LAN) which passes communication via a router. The router and the machines do not connect to the internet for this to work. However, the machine devices and ports that exist to allow the LAN to function are the same type of ports that allow for internet access. This means that while the Badger Book does not connect to the internet itself, it has the potential to do so but only if forced by a person manually making that effort. The data is encrypted to a point that any unauthorized person accessing that data will find a file with what appears to them as unintelligible information. It is the clerk’s responsibility to ensure they do not gain internet access or make an online connection.

It is important to note that the information on the devices are an open government record. At any time during the election an observer can request to see the poll book per state statute. Voter registrations are a little different due to the personal identifiable information as once the voter finishes the registration process, that data cannot be accessed again until it is uploaded into the WisVote software.

The security threat to the Badger Book is the same as with a paper poll book in that the only way to gain any information from the devices would be by physically stealing them from the premise on election day, and being heavier and more difficult to walk away with, it is in that scenario more secure than the paper poll book.

The WEC updates and maintains the software at no additional cost. They require 1 Badger Book for every 800 registered voters, this means we would need 6 Badger Books. The devices come with a 4-year warranty. There are no ongoing support fees. The WEC is currently in the process of creating an MOU with municipalities. There is no licensing agreements other than those that were originally signed to obtain access to the WisVote application.

Time and Cost Savings of Implementing Electronic Poll Books

Badger Books create efficiencies and streamlines the election process. Some of the benefits offered by Badger Books:

- **Eliminate Line Inequity:** Currently, paper poll books are split by letters, which create additional lines that vary in wait times. Badger Books will eliminate the need to split the poll book by alphabet. Voters will be checked in on a first come first served basis. There could potentially be six lines for voters to sign the poll book and obtain a ballot, including new registrations.
- **Guidance for Election Inspectors:** Badger Books provide guided directions to help remove the potential for errors and to ensure the statutory voter process is being followed.
- **Fewer Election Inspectors Needed on Election Day:** Paper poll books require two Election Inspectors for the process. Badger Books only require one Election Inspector at each machine. That same inspector can then give the voter their ballot, removing the need for a separate ballot table.
- **Absentee Processing:** The weekend before the election, poll workers assist with Absentee ballot prep by assigning numbers and entering the number into the paper Poll Books and Absentee Logs. This took 4.5 hours with 6 people for the November election. During smaller elections, like this past April, we were able to number the absentee ballots during the election; however, it took 5 hours with 3 people. If Badger Books are utilized, all absentee ballots can be entered on Election Day by two people without having to interrupt the voting process.
- **Accuracy of Information:** Badger Books are set up to have new voter registration information entered on Election Day, which means the voter can verify that accurate information is being put into the statewide voter system. Many times after the election, staff will have to call to verify information as it was missed on the paper voter registration form or is illegible. By entering this on election day, all needed information is obtained, eliminating additional staff processing time.
- **Poll List Reconciliation:** Poll book workers spend roughly 1-2 hours reconciling the poll books at the close of an Election. This involves comparing every voter number and person on every page of the poll book to ensure the books match each other. It also involves counting all the in-person voter numbers, registration voter numbers, and absentee voter numbers. Badger Books provide these statistics in a report as well as a running total to allow reconciliation to the absentee ballots and ballot box numbers throughout the day.
- **Post-Election:** After the election, staff can spend upwards of 2 weeks on large elections recording voter participation and entering in new voter registrations. Plus, manually filing the hundreds of registration forms. With Badger Books, the post- election tasks are anticipated to take less than a day. Voters will be able to see their election participation in MyVote the day after the election.

Recommendation: Staff recommends designating ARPA funds for the purchase of 6 Badger Books to adequately cover all election turn outs. The purchase of Badger Books will greatly reduce staff time, reduce election worker time, provide accuracies and create an overall streamlined process.



PDS, A Converge Company
 13400 Bishops Lane
 Suite 190
 Brookfield, Wisconsin 53005
 United States
 (P) 262-569-5300

Quote (Open)	
Date May 13, 2022 04:59 PM CDT	Expiration Date 06/12/2022
Modified Date May 13, 2022 04:59 PM CDT	
Quote # 2203567 - rev 1 of 1	
Description BadgerBook Client Ep Printer 2022 (Twin lakes)	
SalesRep Berner, Dana (P) 262-569-5366	
Customer Contact Lewis, William (P) 6082660359	

Customer
 Wisconsin Elections
 Commission (023332)
 Lewis, William
 212 E Washington Ave, 3rd Floor
 Madison, WI 53707
 United States
 (P) 608) 261-2035

Bill To
 Wisconsin Elections Commission
 Schwoerer, Tiffany
 212 E Washington Ave, 3rd Floor
 Madison, WI 53707
 United States
 (P) 608) 261-2035

Ship To
 Wisconsin Elections Commission
 Payable, Accounts
 212 E Washington Ave, 3rd Floor
 Madison, WI 53707
 United States
 (P) 608) 261-2035

Payment Method
 Terms: Credit Card

Customer PO:	Terms: Credit Card	Ship Via: FedEx Ground
Special Instructions:		Carrier Account #:

#	Description	Part #	Qty	Unit Price	Total
1	Engage One 14 Touch All-in-One 141 w/ Stand Alone	513S2US#ABA	5	\$1,839.00	\$9,195.00
2	Client Configuration				
	PDS Configuration Services	000522	5	\$79.00	\$395.00
	Imaging Services	09137	5	\$0.00	\$0.00
	Labeling Services	09140	5	\$0.00	\$0.00
	Save Boxes For Shipping	499888	1	\$0.00	\$0.00
	Component Repackaging	319621	1	\$0.00	\$0.00
	WEC PollBook Asset Tag	457736	25	\$0.00	\$0.00
	WEC IMCT BadgerBookAiO 2022	802828	1	\$0.00	\$0.00
	Bundle Subtotal		1	\$395.00	\$395.00
3	RPOS Epson TM-T20IIIL Serial/ USB Printer	340U3AA	5	\$0.00	\$0.00
4	EPSON 10FT USB BLACK USB / power cable - 6 ft - for Epson TM88VI, TM-H6000V; Engage One Essential	2LR29AA	5	\$0.00	\$0.00
5	USB Desktop 320MK Mouse and Keyboard Keyboard and mouse set - USB - US - Smart Buy - for HP 255 G9, Z1 G9; Elite 600 G9, 800 G9; ProOne 440 G9; Workstation Z2 G9; ZBook Power G9	9SR36UT#ABA	5	\$19.00	\$95.00

#	Description	Part#	Qty	Unit Price	Total
6	4yr 9x5 NBD Onsite Support Upgrade, Retail Pkg Extended service agreement - parts and labor - 4 years - on-site - 9x5 - response time: NBD - for Engage Clean Mount, Flex Mini Retail System, Go 10, Go Mobile System, Stability Mount	UL589E	5	\$119.00	\$595.00

Subtotal: \$10,280.00
 Tax (.0000%): \$0.00
 Shipping: \$0.00
Total: \$10,280.00

Terms and Conditions

Unless a specific Master Services & Product Sales Agreement is in effect between the parties, this quote is subject to PDS Terms & Conditions which can be viewed at <http://www.shoppds.com/termsofsale.aspx>

Shipping and tax amounts are estimated.

Purchases made by credit card may be subject to a 3% Convenience Fee at the time of invoicing.

PDS has been notified by numerous technology manufacturers that pricing is subject to rapid change due to global component shortages and related price increases. This situation is not unique to PDS.

Please contact your sales team with additional questions.



PDS, A Converge Company
 13400 Bishops Lane
 Suite 190
 Brookfield, Wisconsin 53005
 United States
 (P) 262-569-5300

Quote (Open)	
Date May 13, 2022 05:01 PM CDT	Expiration Date 06/12/2022
Modified Date May 13, 2022 05:01 PM CDT	
Quote # 2203570 - rev 1 of 1	
Description BadgerBook Server Ep Printer 2022 (Twin Lakes)	
SalesRep Berner, Dana (P) 262-569-5366	
Customer Contact Lewis, William (P) 6082660359	

Customer
 Wisconsin Elections
 Commission (023332)
 Lewis, William
 212 E Washington Ave, 3rd Floor
 Madison, WI 53707
 United States
 (P) 608) 261-2035

Bill To
 Wisconsin Elections Commission
 Schwoerer, Tiffany
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 212 E Washington Ave, 3rd Floor
 Madison, WI 53707
 United States
 (P) 608) 261-2035

Payment Method
 Terms: Credit Card

Customer PO:	Terms: Credit Card	Ship Via: FedEx Ground
Special Instructions:		Carrier Account #:

#	Description	Part #	Qty	Unit Price	Total
1	Engage One 14 Touch All-in-One 141 no printer	513S2US#ABA	1	\$1,839.00	\$1,839.00
2	Server Configuration				
	PDS Configuration Services 000522	000522	1	\$79.00	\$79.00
	Custom Configuration	065306	1	\$0.00	\$0.00
	Imaging Services	09137	2	\$0.00	\$0.00
	Labeling Services	09140	1	\$0.00	\$0.00
	Save Boxes For Shipping	499888	1	\$0.00	\$0.00
	Component Repackaging	319621	1	\$0.00	\$0.00
	WEC IMCT Server BadgerBookAiO 2022	802829	1	\$0.00	\$0.00
	WEC PollBook Asset Tag	2079676	1	\$0.00	\$0.00
	Bundle Subtotal		1	\$79.00	\$79.00
3	E5350 - wireless router - 802.11a/b/g/n/ac - desk	E5350	1	\$39.00	\$39.00
4	Router Configuration				

#	Description	Part#	Qty	Unit Price	Total
	PDS Configuration Services 000522	000522	1	\$29.00	\$29.00
	Labeling Service 009140	009140	1	\$0.00	\$0.00
	Custom Configuration 065306	065306	1	\$0.00	\$0.00
	Component Repackaging	319621	1	\$0.00	\$0.00
	WEC PollBook Asset Tag	2079676	1	\$0.00	\$0.00
	Bundle Subtotal		1	\$29.00	\$29.00
5	RPOS Epson TM-T20III L Serial/ USB Printer	340U3AA	1	\$0.00	\$0.00
6	EPSON 10FT USB BLACK USB / power cable - 6 ft - for Epson TM88VI, TM-H6000V; Engage One Essential	2LR29AA	1	\$0.00	\$0.00
7	32GB DataTraveler G4 USB Flash Drive USB flash drive - 32 GB - USB-C 3.2 Gen 1	DT70/32GB	1	\$8.00	\$8.00
8	Thermal Receipt Paper, 3.125"x230', 10pk	RPT3.125-230-10PK	1	\$35.00	\$35.00
9	USB Desktop 320MK Mouse and Keyboard Keyboard and mouse set - USB - US - Smart Buy - for HP 255 G9, Z1 G9; Elite 600 G9, 800 G9; ProOne 440 G9; Workstation Z2 G9; ZBook Power G9	9SR36UT#ABA	1	\$19.00	\$19.00
10	4yr 9x5 NBD Onsite Support Upgrade, Retail Pkg Extended service agreement - parts and labor - 4 years - on-site - 9x5 - response time: NBD - for Engage Clean Mount, Flex Mini Retail System, Go 10, Go Mobile System, Stability Mount	UL589E	1	\$119.00	\$119.00
11	APC Back-UPS Pro BR 1000VA/600W 10Outlets 2USB UPS UPS - AC 120 V - 600 Watt - 1000 VA - USB, serial - output connectors: 10 - black	BR1000MS	1	\$164.00	\$164.00

Subtotal: \$2,331.00
 Tax (.0000%): \$0.00
 Shipping: \$0.00
Total: \$2,331.00

Terms and Conditions

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PDS has been notified by numerous technology manufacturers that pricing is subject to rapid change due to global component shortages and related price increases. This situation is not unique to PDS.

Please contact your sales team with additional questions.

e.) A.) 2.



1624 Hobbs Drive, Suite 1 | Delavan, Wisconsin 53115
tel 262.740.1971 | fax 262.740.1090 | web ThorpeChristian.com

May 27, 2022

Via Email: roesslein@twinlakeswi.net
Village of Twin Lakes
Attn: Laura Roesslein, Village Administrator
PO Box 1024
Twin Lakes, WI 53181

Re: Zoning Appeal

Dear Ms. Roesslein:

This letter will confirm that the Village of Twin Lakes has retained Thorpe & Christian, S.C. to provide assistance and legal services regarding a Zoning Appeal. The following will specify the scope and terms of our agreement. We are enclosing the original and one copy of this letter; if the agreement meets with your approval, please sign where indicated and return the original to us.

1. **Description of Services.** We will provide you with the following services: provide legal advice to the Village and representing the Village regarding a Zoning Appeal.
2. **Advance fee and/or costs for legal services.** Client agrees to pay \$ -0- on execution of this Agreement as an advanced fee for legal services and as an initial advance against costs and disbursements to be incurred in this matter. On receipt, the advanced fees and costs will be deposited in Thorpe & Christian's trust account. Costs will be disbursed from the firm's trust account on your behalf as such costs are incurred. Pursuant to this agreement and Supreme Court Rule 20:1.15(g), you authorize us to withdraw payment for fees that have been earned from your funds in our firm trust account upon sending you an itemized bill containing: 1) the amount owed; 2) the anticipated date of withdrawal; and 3) the balance of your funds in Thorpe & Christian's trust account after that withdrawal.

If you notify us of a specific and reasonable objection to the disbursement within 30 days after receiving an itemized bill, Thorpe & Christian, S.C. must return the disputed funds to the trust account until the dispute is resolved, unless we believe that the objection is not reasonable and we provide you with a written explanation of our position. You may dispute a fee after the 30 days have passed; however, we are not required to return the disputed portion of the fee to the trust account unless you dispute the fee within 30 days.



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May 27, 2022

In the event the advanced fee is not used in full at the conclusion of the matter, the remaining balance of the advanced fee will be either refunded to you or applied to balances owed to firm for legal services and costs on any other matters for which you have retained my firm. The total amount due to the firm may exceed the amount of the advanced fee. The firm may require you to supplement the advanced fee and/or costs or provide other security for fees and costs.

3. **Professional Fees.** All services provided by attorneys and paralegals will be billed on an hourly basis in tenth of an hour increments, with a two-tenth hour minimum charge for each time entry. You will be charged on an hourly basis for telephone calls to and from the office, reviewing and drafting of documents, office conferences, reviewing and responding to correspondence, research, court appearance, and the like. My current hourly rate is \$136.00. The hourly rate for legal assistant/paralegal services is \$55.00. The hourly rates quoted are subject to change on an annual basis. Attorney will provide Client with written notice of any increase in Attorney's hourly rate 30 days prior to the increase.

4. **Costs.** It may be necessary to incur expenses and costs in connection with your legal representation, including, but not limited to postage, copying, long distance phone calls, facsimile, mileage reimbursement, witness fees, expert fees, filing fees, online legal research and the like. In some circumstances, particularly with regard to substantial items, the firm may require you to either pay costs directly or fund them in advance. The following costs will be billed as stated, other charges will be billed according to the actual costs.

Long distance telephone calls	- \$.10 per minute
Fax	- \$.35 per page
Photocopies	- \$.10 per page
Mileage	- Mileage rate authorized by IRS

5. **Billings.** The firm will bill each client on a regular basis for all services performed and costs incurred for every matter. Since there are some delays in the accrual of costs incurred, some costs may be included in a subsequent bill. The firm expects payment promptly after receipt of a bill and Client agrees to pay Attorney compensation as the case progresses. If you do not remit full payment within 30 days of the billing date, a late charge of 1.5% per month will be imposed on the balance of any final bill issued. The purpose of the late charge is to assess on an equitable basis the added expenses incurred by me with respect to overdue accounts.

6. **Termination.** You will have the right to terminate my representation at any time. I will have the same right if you fail to promptly pay the amounts you owe the firm, or if you fail to disclose to me material facts or act contrary to my advice or if for any other reason I feel we are unable to continue an effective attorney-client relationship. You will be responsible for fees and costs incurred through the date of termination.



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7. **Disclaimer.** Any estimate I might give you for the fees and costs associated with our representation is only an estimate based on very preliminary information. Actual fees and costs will be determined in accordance with the provisions of this letter and may vary significantly from the estimate. You also understand that, although I will perform the professional services on your behalf to the best of my ability, I cannot and have not made any guarantees regarding the outcome. Any discussions I have with you or your representatives about the outcome of the matter are my best professional estimate only, and are limited by my knowledge at the time they are made.

8. **Payment of costs or professional fees by a third party.** If another party is ordered to pay for all or part of your professional or attorneys fees, such payment will not change your obligation to the firm, but will be applied to any balance due to the firm. Your account will be credited to the extent that the firm receives any such payments and any excess will be refunded to you.

9. **Organization.** The firm is organized as a Wisconsin service corporation. Under Wisconsin law, a service corporation is liable for the omissions, negligence, wrongful acts, misconduct and malpractice (collectively "Professional Liability Claims") of a shareholder, director, officer or employee (collectively "Firm Member") who provides professional services on behalf of the service corporation.

10. **Communication.** I agree to keep all communications between the firm and you confidential, including correspondence, telephone calls and email transmissions. I request that you consult with me prior to disseminating any communication between us to a third party so as to preserve our attorney-client privilege. Attorney and Client shall make every effort to return communications as soon as reasonably practical.

11. **Storage of Files.** Due to space limitations, it is the firm policy that files be stored in the firm storage area for seven years after the conclusion of a particular matter. After seven years, the file is destroyed. If you should desire a copy of the file or any part of it after the conclusion of the matter, it will be your responsibility to make a specific written request for those documents. If no such request is made, the file will be destroyed after seven years in accordance with firm policy.

12. **Appeal.** This agreement does not cover or apply to the filing of, prosecution of, or defense of an appeal in which situation a new representation and fee agreement must be executed.



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May 27, 2022

If the terms set forth in this letter are satisfactory, please sign and return one enclosed copy. It is also intended that signature of this letter may be done by facsimile and any such signature shall be legally binding and have the same legal force and effect as a duly executed original document. If you have any questions concerning this letter and the firm's involvement in the pending matter, please contact me. I look forward to working with you.

Very truly yours,

THORPE & CHRISTIAN, S.C.

By: 

Dale Thorpe

DLT:vr

ACCEPTED AND AGREED:
Village of Twin Lakes

By: Laura Roesslein, Village Administrator Date



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May 27, 2022

PRIVACY NOTICE

To Our Clients:

On November 12, 1999, President Clinton signed the Gramm-Leach-Bliley Act (the "Act") into law. The Act, and the regulations promulgated thereunder, require every "financial institution" that provides certain financial services to its individual clients to send them a notice explaining its privacy policies by July 1, 2001. You may have received privacy notices from banks, insurance companies and other types of financial institutions.

Attorneys, like other professionals who advise on personal financial matters, are now also required by this Act to inform their clients of their policies regarding privacy of client information. Attorneys have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by this new law. Therefore, we have always protected your right to privacy.

In the course of providing our clients with income tax, estate tax, and gift tax advice, we receive significant personal financial information from our clients. As a client of Thorpe & Christian, S.C., you should know that all information that we receive from you is held in confidence, and is not released to people outside the firm, except as agreed to by you, or as required under an applicable law.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and in, some cases, to comply with professional guidelines. In order to guard your nonpublic personal information, we maintain physical, electronic, and procedural safeguards that comply with our professional standards.

If you have any questions or if we can be of service to you, please feel free to call our office.

THORPE & CHRISTIAN, S.C.

6.) A.) 3.



COMMUNITY CENTER RENTAL CONTRACT

Village of Twin Lakes

105 E. Main Street · Twin Lakes, WI 53181 (262)877-2858

RESERVATION DATE: _____ **EVENT:** _____

Renter's Name: _____ Organization Name: _____

Email: _____ Village Resident? Yes No

Address: _____ City/State/Zip: _____

Primary Phone: _____ Other Phone: _____

Alternate Contact Name: _____ Alternate Contact Phone: _____

RENTAL INFORMATION:

Type of Event: _____

Time of Event: _____ am / pm to _____ am / pm *(Include setup and cleanup time)*

Maximum # of Participants Expected: _____ Private Event Open to the Public

Community Center \$400 (Resident) & \$800 (Non-Resident) Per Day
105 E. Main Street
Entrance on Lance Drive Civic Organizations: \$50 (Resident) \$100 (Non-Resident)
(Civic Organizations defined as Homeowners Associations, Girl/Boy Scouts, 4H, American Legion, Lions Groups, Senior Association)

Security Deposit \$1,000 / per rental day

TOTAL DUE: \$ _____

NOTES:

PLEASE READ:

Any person or group wishing to reserve a Village facility must submit this completed contract form with appropriate fee and deposit to the Village Office. All reservations must be made 5 business days in advance of the event. Requests will be accepted on a first-come, first served basis, subject to space availability.

CANCELLATION — The full fee and deposit amounts will be refunded if the reserving party cancels the reservation not later than 14 days prior to the reservation date. Cancellations after 14 days prior to the reservation date will receive a refund of the full deposit and half the rental fee.

By signing below, I hereby acknowledge that I have completed the above information to the best of my knowledge, read the above information, received a copy of the Rental Rules, and will agree to all said rules and guidelines governing the use of the Village Community Center. The undersigned applicant further agrees on behalf of him or herself and all users of the Twin Lakes Community Center under the auspices of this application to indemnify and hold harmless and release the Village of Twin Lakes, its officers, elected officials, agents and insurers as and against any and all actions, demands, damages, causes of actions and claims of any kind or nature, including actual attorney's fees arising from, or in any way attributed to, in whole or in part, the granting of this application and/or the use of the Twin Lakes Community Center by the applicant or anyone participating in or involved with the event which is the subject of the application. Notwithstanding the foregoing, the applicant shall not be required to indemnify the Village against the Village's own negligent or intentional conduct. By signing this agreement, I/we acknowledge that I/we have read it, and the rules and guidelines in its entirety, have given its terms due consideration, understand said terms and understand that I/we are freely and voluntarily giving up certain rights. I/we further intend that this agreement shall be binding upon all of our heirs' successors and assigns.

Signature: _____ Date: _____

FOR OFFICE USE ONLY:			
Date Reservation Made: _____	Staff Initials _____		
Amount Paid: _____	Deposit: _____	Deposit Returned: _____	Village Check # _____



VILLAGE OF TWIN LAKES COMMUNITY CENTER RENTAL RULES & GUIDELINES

RESERVATIONS: Reservation request will be taken on a first come, first served basis, subject to space availability. Reservations can only be made 4 months prior to the event, and 5 business days in advance of event. The Village of Twin Lakes reserves the right to refuse any lease request at any time, and reserves the right to cancel a reservation at any time if the room is needed for Village business. Groups/users who utilize the facility on a regular basis are required to submit a new application each year. Applications will only be accepted with full payment of rental fee(s) and security deposit. The status order of a reservation is determined by the date of receipt by the Village of Twin Lakes of the signed application and payment, not the date of the initial inquiry. No telephone reservations will be accepted.

HOURS: The Village of Twin Lakes Community Center is available for rental between the hours of 8:30 am – 10:00 pm. Premises must be cleaned and vacated by 10:00 pm or the ending time stated on the contract. It is important to allow for set-up and clean-up time when deciding your hours of usage. Another rental may be scheduled before or after your rental period. Any renter accessing the facility prior to their reservation may be subject to loss of deposit and loss of rental privileges for a year.

FEES: Full Day: \$400 (Resident) & \$800 (Non-Resident). Civic Organizations defined as Homeowners Associations, Girl/Boy Scouts, 4H, American Legion, Lions Groups, Senior Association: \$50 (Resident) \$100 (Non-Resident). The Village of Twin Lakes Community Center meeting room is available with tables (8 circle, 6 rectangle), 80 chairs, kitchen with microwave and refrigerator, restrooms, and off-street parking for groups up to a maximum of 150 people.

CANCELLATIONS: The full fee and deposit amounts will be refunded if the reserving party cancels the reservation no later than 14 days prior to the reservation date. Cancellations after 14 days prior to the reservation date will receive a refund of the full deposit and half the rental fee.

KEYS: The individual responsible for the rental will be issued a key to the Community Room entrance. Keys must be picked up from the Village of Twin Lakes Police Department (920 Lance Drive) the day of the event, and returned immediately after the event to the Police Department. The applicant must lock the doors after the event. If doors are left unlocked after the event, applicant will lose \$100 of their security deposit and be liable for any damage that may occur.

SECURITY DEPOSIT: A security deposit will be charged to all groups renting the facility for loss or damage to keys, equipment damage, contacting of Village staff during non-business hours, damage and/or clean-up costs. The deposit will be returned after the facility and/or equipment is inspected by Village staff and is found in good condition. The Village will refund the deposit amount within 30 days after the last day of the reservation provided the inspection passes successfully. Please advise Village Hall as soon as possible if there is any problem with the appliances, restrooms, tables, windows, etc. If the facility is damaged as a result of an event or rental, the cost for the labor and materials used for repair will be charged to the event renter.

Damage deposits are 100% refundable as long as all of the following conditions are met:

1. The facility (including outside) is left in a clean and orderly manner.
2. Use of the room does not exceed the scheduled time.
3. All tables, chairs, and equipment are accounted for and undamaged.
4. Additional staff time is not required as part of the rental.
5. Damage to the building has not occurred.
6. All rules/guidelines governing rental usage of the Village of Twin Lakes are met.

If these conditions are not met to the satisfaction of staff per these guidelines, an appropriate fee will be deducted from the damage deposit. If necessary, the Rental Applicant will be charged an additional fee to cover any additional costs. Rental Applicant shall be liable for any loss, damage, or injury sustained by virtue of the activity conducted.

SET UP, CLEAN UP, & DAMAGE POLICY: The renter is required to set up and take down all tables, chairs, and personal equipment. The facility is expected to be left in the same condition the renter found it. The renter will be held responsible and billed for any unnecessary clean up, losses, or damages above and beyond your deposit as well as be subject to loss of rental privileges for one year. The Village of Twin Lakes is not responsible for any equipment or other items left at the Community Center at any time. The renter is responsible for doing the following in regard to cleaning and closing the facility:

- Clean the inside of the building. Wipe down tables and chairs, sweep floor, remove decorations, clean bathroom and kitchen facilities, pick up garbage and empty garbage cans. All tables and chairs must be put back in the same place the renter found them.
- Clean outside of the building. Clean up any debris left around the building from your rental and remove all supplies, equipment or objects you brought with you.
- **All garbage from inside and outside of the shelter must be bagged and placed in receptacles. All excess garbage which doesn't fit in the provided receptacles must be removed from the premises. Use receptacles when available.**
- Recycling is mandatory. Please utilize the recycling containers for your plastic, glass, and aluminum only (no garbage). All recyclable material must be cleaned.

INSURANCE: Rentals open to the general public must provide a Certificate of Liability Insurance in the amount of \$2,000,000 naming the Village of Twin Lakes as an additional insured, prior to the scheduled event.

KITCHEN: The kitchen is to be used as a warming kitchen, and intended for catering and reheating only. Kitchen may not be used for the preparation of food. Kitchen includes: a large refrigerator with freezer, serving window, microwave, and counter top space with electrical outlets. It is the responsibility of the Rental Applicant to provide all cooking, serving, and eating dishes, utensils, and all other items not listed here. No one is allowed to store any items in the kitchen prior to or after the event. The Village of Twin Lakes is not responsible for any items left in the building at the conclusion of your event. It is the responsibility of the Rental Applicant to clean the kitchen at the conclusion of the rental.

DECORATING INFORMATION: All decorations must be put up and taken down without damaging walls, woodwork, floors, ceilings, windows or blinds. Nails, tape, tacks, staples, and screws are prohibited. No open flame devices are allowed, which includes candles, hurricane lamps, lanterns, chafin dish, etc. Dance wax or any other types of dancing compounds are not allowed. The renter must remove decorations immediately following the event.

SMOKING/TOBACCO POLICY: Smoking and the use of tobacco products or vaping is strictly prohibited inside and within 100 feet outside of the building at all times.

ALCOHOLIC BEVERAGES: Consumption, distribution and selling of alcoholic beverages is strictly prohibited on premises.

PARTIES ELIGIBLE FOR RENTAL: The Community Center may only be utilized by private citizens (resident or non-resident), public non-profit groups, private non-profit groups, or governmental agencies. No Village facilities will be used by private individuals, businesses or corporations for money-making activities. No Village facilities will be used for political rallies or fundraising activities.

COMMERCIAL OR PROFIT-MAKING ACTIVITY: Commercial or profit-making activities/programs are **not allowed**. You may not sell products, solicit donations, sell tickets, or offer other money-making activities without prior special approval by the Village Board. Facilities may not be used or rented for personal profit or for private lessons. A permit holder shall use only those areas and facilities that are specifically reserved and so designated on the permit. There shall be no subleasing of facilities reserved by permit.

TENTS, BOUNCE HOUSES, INFLATABLE: Tents, bounce houses and inflatables are not allowed at the Community Center and are prohibited on Village property.

ANIMALS: Animals are NOT permitted inside the facility, except for certified service animals.

AV EQUIPMENT: Audio Visual equipment is NOT available.

CONDUCT OF GROUP: The Rental Applicant identified on the application as representing the organization/group, shall be responsible for the conduct and control of both patrons and participants at the event/activity, and must be present at the facility throughout the entire time of the activity or designate an alternate adult supervisor. The supervisor shall remain on site until all members of the group have left the facility. Children must be supervised at all times by an adult. Rental Applicant should keep a copy of the permit and fee receipt to verify reservation. Permits must be exhibited to any duly authorized person. It shall be the responsibility of the Rental Applicant to pay for all damages or loss that are a result of the improper use or supervision of the facility, equipment, buildings, or grounds in addition to the Security Deposit. If your event requires police intervention, all of your Security Deposit may be withheld and the event may be terminated.

DISTURBANCE: The Rental Applicant will be responsible for any charges incurred if the Village of Twin Lakes Police or Fire Department responds to the facility due to disturbances, and the event may be terminated. Permission to use Village facilities will be granted only where the function can be reasonably accommodated and such use will not unduly interfere with the rights of the general public, the prior use by others, or Village sponsored programs, and will not present a clear and present danger to public health and safety. Any permit granted may be revoked for misrepresentation in the application or violations of the terms and conditions of the permit, the ordinances, rules and regulations of the Village of Twin Lakes.

If, during the course of any rental, the Village of Twin Lakes deems that the activities of any participant or spectator have become abusive or destructive of Village or private property or have become adverse of the permitted intent, the Village of Twin Lakes Police Department reserves the right to immediately interrupt, terminate, or cancel that event as necessary, in the interests of public safety. In such cases, Rental Applicant waives any claims for damages or compensation.

EXTERIOR DOORS: All exterior doors, including patio door must remain closed (do not prop open).

FIREARMS: No firearms or dangerous weapons are allowed.

PROBLEMS: If any problems are experienced with your reserved facility on the weekend, or during non-office hours, call the Village of Twin Lakes Non-Emergency Police Department at (262)877-9056. In the event that Village staff time is utilized during non-business hours, you may be charged the hourly wage of the person responding to your call. You will not be charged if your call pertains to a building malfunction, key does not work properly, or other situation that is caused in part by an error of Village staff.

Any deviation from the above rules may result in the renter forfeiting a portion or all of their security deposit, paying for damages, and/or loss of future renting privileges. The Village of Twin Lakes reserves the right to add, delete, or modify the rules and regulations regarding use of the Twin Lakes Community Center at any time.

60) A. 4.

2022 LICENSE TYPES

NAME	CLASS A BEER	CLASS A COMBO	CLASS B COMBO	AMUSEMENT	CABARET	TOBACCO	W&M DEVICES	W&M COST	Publication	TOTAL	LIC #
BEACH BAR			\$600.00	\$100.00	\$100.00				\$21.00	\$807.18	
CORNER KITCHEN			\$600.00		\$100.00				\$7.18	\$607.18	
CUP O' JOE			\$600.00		\$100.00				\$7.18	\$707.18	
DOLLAR GENERAL						\$100.00				\$100.00	
DONOVAN'S REEF			\$600.00	\$100.00	\$100.00	\$100.00			\$7.18	\$907.18	
LA CASITA			\$600.00		\$100.00				\$7.18	\$707.18	
LAURIN'S LANDING			\$600.00	\$100.00					\$7.18	\$707.18	
MAD DAN'S			\$600.00		\$100.00				\$7.18	\$707.18	
MAIN STREET TAP			\$600.00	\$100.00					\$7.18	\$707.18	
MELODY PARK				\$10.00						\$10.00	
PINK HOUSE			\$600.00	\$100.00	\$100.00				\$7.18	\$807.18	
BERKOTS SUPER FOODS (17)		\$600.00				\$100.00	17.00	\$141.61	\$7.18	\$848.79	
RUMPOLE'S			\$600.00		\$100.00				\$7.18	\$707.18	
SAND BAR & ISLAND GRILL			\$600.00						\$7.18	\$607.18	
TL BP (52)		\$600.00				\$100.00	52.00	\$433.16	\$7.18	\$1,140.34	
TL CITGO (24)		\$600.00				\$100.00	24.00	\$199.92	\$7.18	\$907.10	
TL COUNTRY CLUB			\$600.00		\$100.00	\$100.00			\$7.18	\$807.18	
TL HARDWARE (1)							1.00	\$8.33		\$8.33	
TL LAUNDRY (1)				\$100.00			1.00	\$8.33		\$108.33	
TL ROADHOUSE			\$600.00	\$100.00	\$100.00				\$7.18	\$807.18	
TOUCH OF CLASS FOOD & FUN			\$600.00	\$100.00	\$100.00				\$7.18	\$807.18	
1903 WEST BAR & GRILL			\$600.00	\$100.00	\$100.00				\$7.18	\$807.18	
TRADER BROTHERS (1)							1.00	\$8.33		\$8.33	
TRIANGLE			\$600.00	\$100.00	\$100.00				\$7.18	\$807.18	
VILLAGE VIEW PUB			\$600.00	\$100.00					\$7.18	\$707.18	
WILD CHILD			\$600.00		\$100.00				\$7.18	\$707.18	
TOTAL	3	\$1,800.00	\$10,800.00	\$1,110.00	\$1,300.00	\$600.00	96.00	\$799.68	\$150.78	\$16,560.46	

TOTALS: \$0.00 \$1,800.00 \$10,800.00 \$1,110.00 \$1,300.00 \$600.00 96.00 \$799.68 \$150.78 \$16,560.46

BOARD APPROVAL RECAP:

- 0 - Class A Beer
- 3 - Class A Combo
- 18 - Class B Combo
- 12 - Amusement
- 13 - Cabaret
- 6 - Tobacco

96-Weights & Measures do not require Board approval.

\$600.00	CLASS A COMBO
\$600.00	CLASS B COMBO
\$100.00	AMUSEMENT
\$100.00	CABARET
\$100.00	TOBACCO
\$8.33	W & M
\$10.00	MELODY PARK GAMING

6.) E.) 1.

VILLAGE OF TWIN LAKES

ORDINANCE NO. 2022-05-03

An Ordinance Amending

Section 8.36.050 Of The Twin Lakes Code Of Ordinances Pertaining To Boating Speeds

The President and the Trustees of the VILLAGE OF TWIN LAKES, Kenosha County, Wisconsin, do herewith ordain as follows, to wit:

SECTION I

Chapter 8.36 of the Twin Lakes Code of Ordinances, pertaining to boating speeds on Village lakes, is hereby amended to read as follows:

8.36.050 Additional Traffic Rules.

.....
H. No person shall operate a boat at a speed in excess of slow-no-wake within 100 feet of any other boat. A "boat" is defined as every description of watercraft used or capable of being used as a means of transportation on water.

SECTION II

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION III

This Ordinance shall take effect immediately upon passage and publication as provided by law, and the Village Clerk/Treasurer shall so amend the Village of Twin Lakes Code of Ordinances, and shall indicate the date and number of this creating Ordinance therein.

Dated this 16th day of May, 2022.

ATTEST:

VILLAGE OF TWIN LAKES

Sabrina Waswo, Village Clerk

Howard K. Skinner, Village President

Members Voting:

___ Aye ___ Absent
___ Nay ___ Abstained

(6.) (6.) 1.



VILLAGE OF TWIN LAKES EVENT PERMIT APPLICATION

Please fill in all sections completely. Incomplete applications will be rejected. Applications must be submitted AT LEAST 4 WEEKS prior to the proposed event date for approval.

Section I- APPLICANT INFORMATION

Name of Applicant TWIN LAKES AREA CHAMBER & BUSINESS ASSOCIATION INC

Name of Event Organizer/Producer _____

Production Company/Organization _____ FEIN # _____

Street Address 349 E. MAIN ST

City TWIN LAKES State WI Zip code 53181

E-mail Address info@twinlakeschamber.com

Daytime Phone 262-877-2220 Cell Phone _____

For-Profit or Non-Profit Organization 501(c)6 EIN # (Tax Exempt Number) _____

*All non-profits must present a copy of their current Tax ID - EIN#

Section II- EVENT INFORMATION- Check the proper category

All applications are required to submit a detailed Site Plan/Map. Site Plan/Maps must include location, any street closures, barricades, parade routes, stages, alcohol sale location, tents, etc.

Title of Event LIBERTY FEST

Date(s) of Event JULY 2, 2022

Location(s) of Event LANCE PARK

Start Time for Event 11AM - NOON a.m./p.m. End Time for Event LIBERTY FEST @ LANCE PARK 4PM - 11PM a.m./p.m.

Event Chair/Contact Person MARILYN TRONGEAU Phone _____

Day of Event Contact Name MARILYN TRONGEAU Phone _____

Is the event open to the public? Yes No

Will you charge an admission fee? Yes No

Estimated Attendance Number 500

Description of Event PARADE FROM ST. JOHN'S PARKING LOT TO LANCE PARK @ LANCE PARK FOOD, BEER, MUSIC & FIREWORKS 4PM UNTIL COMPLETION OF FIREWORKS

PERMIT REQUESTED

Parade Permit - No Charge

Block Parties: Small event limited to one street with 4 barricades in a neighborhood. Public Works will provide barricades the business day prior to your event and pick them up on the first business day following the event. It is your responsibility to set up and take down the barricades before and after your event. Main streets that are thoroughfares may not be approved due to safety issues. Residential block parties are not to last more than 6 hours between 9:00 am and 10:00 pm. Sale of alcohol is PROHIBITED at a private block party in a residential area. All consumption must be within the designated area and within the barricades. Public drinking citations will be issued outside of designated area. As a courtesy, please discuss plans with your neighbors prior to the event.

Park Reservation: All users of the parks must check in at the Police Department in person or by phone (262-877-9056) on the day of the scheduled event prior to and after use of the facility to insure refund of security deposit. A key is available at the Police Department for entry to the Scout House and for use of electric at Millennium Park. The key must be returned to the Police Department immediately after the event. Prior to leaving, the electric and/or doors need to be locked and all garbage disposed of in outside cans or toters.

Select Park: Lance Park and Amphitheater Scout House Central Park
 West Side Park Millennium Park Pavilion

SUPPLY STORAGE FOR EVENT

Describe Restroom facilities available to all participants RESTROOMS AT LANCE PARK + ADDITIONAL PORTA POTTIES

Will you be setting up a tent? Yes No *A Fire Inspection is required per NFPA Code 25.2*

If yes, list the location, size, Rental Company, and proof of completion of locates.

JUST USING POP UPS

Will there be any animals? Yes No POSSIBLY IN PARADE

If yes, what type and how many UNKNOWN @ THIS TIME

Will there be live performances, loud speakers or a DJ? Yes No

If yes, what type and hours 4PM THROUGH FIREWORKS

Description of plan for handling refuse collection and after-event clean-up

EXTRA DUMPSTER FROM GROOT EXTRA CANS FROM PUBLIC WORKS

Description of plan for providing event security (if applicable)

WORK WITH TWIN LAKES PD FOR EXTRA PATROLS

Will there be fireworks or pyrotechnics at your event? Yes No

If yes, please attach a fireworks display permit or application.

Will your event include the sale of beer and/or wine? Yes No

If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application or provide Proof of Operator's License. Sale of Alcohol is prohibited for residential block parties.

Will you or any other vendors be selling food or merchandise? Yes No

If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

WE WILL DO FOOD

Do you intend to use the available picnic tables and benches in the location? Yes No

PLUS SOME EXTRAS - WORK WITH PUBLIC WORKS

Section III- STREET USE

Check if this section does not apply

Description of portion(s) of road(s) to be used

Road closures must include rental of barricades; must be coordinated with the Village of Twin Lakes Department of Public Works

HOLY HILL RD & PARKING LOT TO NORTH LAKE AVE TO EAST MAIN ST TO LANCE DRIVE

Will any parking stalls be used or blocked during the event?

Yes No

Dates of Use JULY 2ND

Total Number of Parking Stalls Requested and Location 3 STALLS IN FRONT OF CHAMBER

FOR REVIEWING STAND EARLY AM UNTIL AFTER PARADE

Description of Signage to be used during event BANNERS AT USUAL VILLAGE INGRESS

LOCATIONS, LANCE PARK, CENTRAL PARK SMALLER SIGNS AROUND VILLAGE

Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s)

Electricity; Explain LANCE PARK (OUR ELECTRICAL BOXES)

Traffic Control; Explain PARADE - ROAD BLOCKED TO FACILITATE PARADE

Police Services; Explain _____

Fire/EMS Services; Explain _____

Other; Explain _____

Scout House, Lance, Central, West Side Park		# of Parks	# of Days	Applicable Fee
Reservation Fee				
Security Deposit	\$100.00 x	_____	=	_____
Non-Profit or Resident	\$75.00 x	_____	x _____ =	_____
Non-Resident	\$150.00 x	_____	x _____ =	_____
Millennium Park Reservation Fee				
			# of Days	
Security Deposit	\$100.00			_____
Non-Profit or Resident	\$50.00		x _____ =	_____
Non-Resident	\$100.00		x _____ =	_____
Block Party/Street Closure				
Security Deposit	\$100.00			_____
TOTAL				_____

Note: The Village of Twin Lakes, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

All parks and public spaces must be left the way they were originally found. A check is required to be placed on file with the Clerk's Office should the park or public space incur any damage or has not been cleaned up. Any charges will be communicated to the applicant prior to processing.

LIABILITY INSURANCE REQUIREMENT

The applicant or special event sponsoring shall supply the Village with a certificate of insurance demonstrating the required level of insurance coverage in addition to providing the Village with a copy of the insurance policy endorsement language demonstrating that the Village, its officers, agents, employees and contractors are named and endorsed as an additional insured party. Certificate must show Comprehensive General Liability Insurance with coverage for contractual liability with limits no less than \$1,000,000 each occurrence for comprehensive general liability insurance and, \$2,000,000 aggregate limits for bodily injury and property damage, unless otherwise specified by the Village. The Village Board may require a higher limit depending upon the details of the special event, which may include:

- (1) A special event that includes alcohol, or,
- (2) A special event that is anticipated to have attendance greater than 100 people per day, or,
- (3) A multi-day special event.

Proof of this insurance is required to be turned into the Village no less than ten (10) days prior to the start of the special event. If any modifications occur to the insurance terms, the applicant must also notify the Village immediately. Any change to coverage requires Village approval. Also, if coverage is canceled or no longer meets the Village's requirements, the special event permit will be rescinded. The applicant shall also agree to hold the Village, its officers, employees, agents, and contractors harmless against all claims, liability, loss, damage, or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to a person or property caused by or resulting directly or indirectly from the activities for which the special event permit is granted.

VILLAGE HAS COI AS ADDITIONAL INSURED YEARLY FOR EVENTS

Upon approval, the permit issued by the VILLAGE OF TWIN LAKES authorizes the applicant to conduct the event described in the application and the applicant hereby agrees to comply with all applicable laws, rules and regulations, including any restrictions or conditions imposed by the Village, affecting the holding of an event. The applicant acknowledges and understands that the VILLAGE OF TWIN LAKES reserves the right to cancel any permit for non-compliance by the applicant with the restrictions or conditions imposed by the Village in approving the application or for violating any laws, rules or regulations.

Acknowledged and Agreed YES X NO _____

Applicant Signature *[Signature]* Date 5-24/22

VILLAGE OF TWIN LAKES STAFF USE ONLY

Date Filed with Clerk 5/31/2022 Amount Paid & Receipt # _____

Checklist Map of Event or Site Plans Insurance
 Temporary Class "B"/"Class B" Retailer's License Application, if necessary

Police Chief Signature _____ Date _____

Approved Denied Notes _____

DPW Signature _____ Date _____

Approved Denied Notes _____

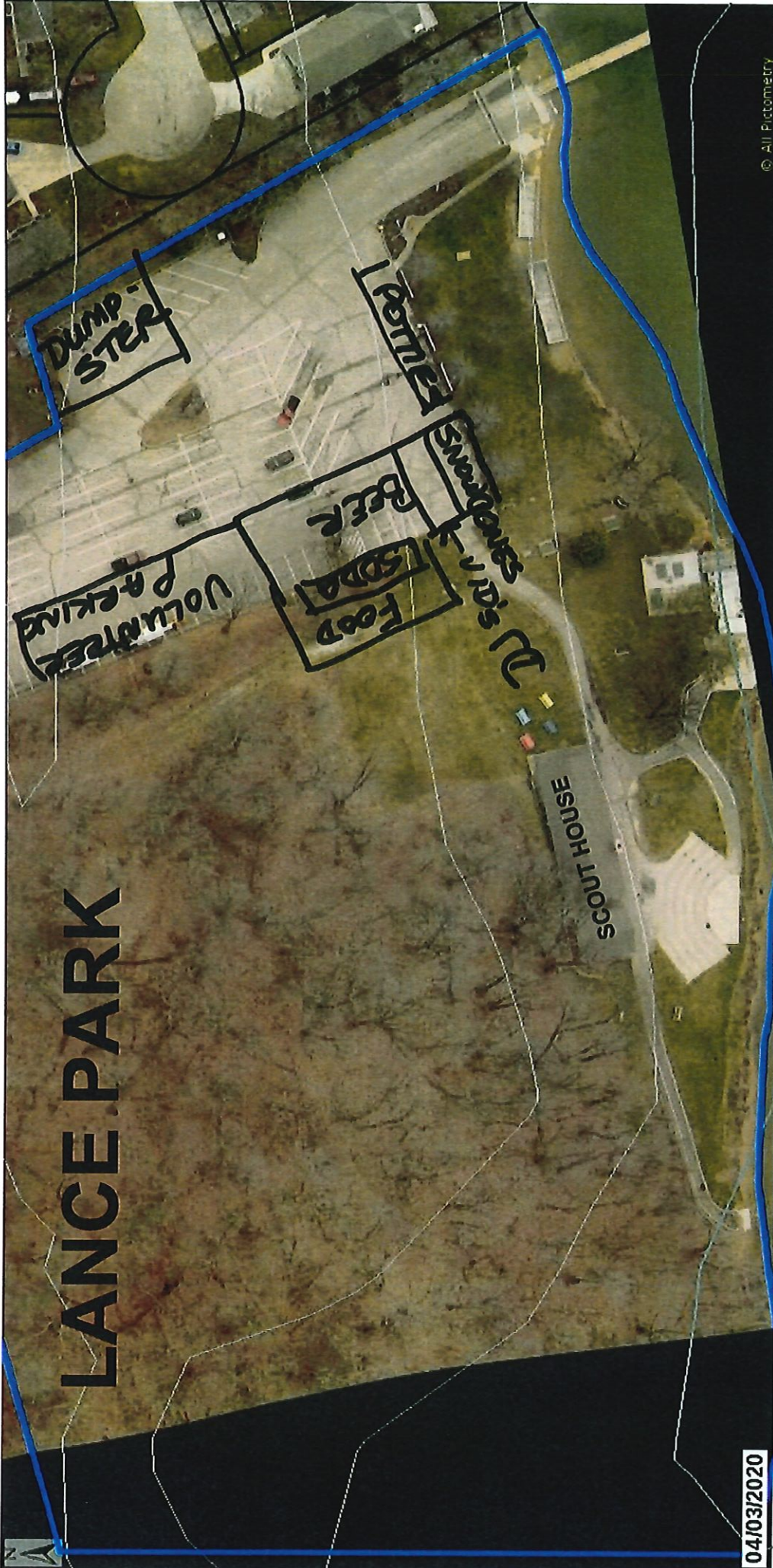
Fire Chief Signature _____ Date _____

Approved Denied Notes _____

COW Meeting Date _____ Board Meeting Date _____ Permit Number _____

LIBERTY FEST

LANCE PARK



DUMP-STER

VOLUNTEER PARKING

FOOD

SODA

BEER

SAUSAGE

RAVENS

SCOUT HOUSE

04/03/2020

© All Pictometry

60)G1)2.

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

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

FEE \$10.00

Application Date: 06/01/2022

Town Village City of Twin Lakes

County of Kenosha

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

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

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

at the premises described below during a special event beginning 07/02/2022 and ending 07/02/2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

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

(a) Name Twin Lakes Area Chamber & Business Association, Inc.

(b) Address 3419 E. Main St. Twin Lakes, WI 53181
(Street) Town Village City

(c) Date organized 06/28/1971

(d) If corporation, give date of incorporation 06/28/1971

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

(f) Names and addresses of all officers:

President Tim Hodgman

Vice President Chris Brown

Secretary Corina Kretschmer

Treasurer Glenn Gebauer

(g) Name and address of manager or person in charge of affair: Marilyn Trongeau, 349 E. Main St. Twin Lakes, WI 53181

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

(a) Street number 55 Lance Dr.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? no

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

3. Name of Event

(a) List name of the event Libertyfest

(b) Dates of event 07/02/2022

DECLARATION

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

Officer [Signature]
(Signature / Date)

Twin Lakes Area Chamber & Business Association, Inc.
(Name of Organization)

Date Filed with Clerk 5/31/2022 Pd \$10.00 cash

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

C 220531-1

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

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

FEE \$10.00

Application Date: 06/01/2022

Town Village City of Twin Lakes

County of Kenosha

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

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

at the premises described below during a special event beginning 07/30/2022 and ending 07/30/2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

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

(a) Name Twin Lakes Area Chamber & Business Association, Inc.

(b) Address 3419 E. Main St. Twin Lakes, WI 53181
(Street) Town Village City

(c) Date organized 06/28/1971

(d) If corporation, give date of incorporation 06/28/1971

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

(f) Names and addresses of all officers:

- President Tim Hodgman
- Vice President Chris Brown
- Secretary Corina Kretschmer
- Treasurer Glenn Gebauer

(g) Name and address of manager or person in charge of affair: Marilyn Trongeau, 349 E. Main St. Twin Lakes, WI 53181

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

(a) Street number 55 Lance Dr.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? no

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

3. Name of Event

(a) List name of the event Aquanut Alumni 50th Anniversary

(b) Dates of event 07/30/2022 5pm - 11pm

DECLARATION

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

Officer [Signature] 5-26-22
(Signature / Date)

Twin Lakes Area Chamber & Business Association, Inc.
(Name of Organization)

Date Filed with Clerk 5/31/2022 PA \$10.00 cash Date Reported to Council or Board _____

Date Granted by Council _____ License No. _____

(6.) (6.) 4.

RECEIVED
MAY 27 2022



By: **Village of Twin Lakes**
105 E. Main St. P.O. Box 1024
Twin Lakes WI 53181
262-877-2858

For Office Use Only
Date Received: _____
1st, 2nd, & 3rd Choice Interest:
1. _____
2. _____
3. _____

APPLICATION FOR APPOINTMENT
To a Board, Commission or Committee

Personal

Hart Nichole M
Last Name First Name M.I. Home Telephone Number
225 Park Ave Twin Lakes WI 53181
Street Address City State Zip E-mail address

Progressive Insurance _____ Claims Adjuster
Place of Employment Work Telephone Number Occupation

5yrs _____ X Yes No
Length of Residency in Twin Lakes Are you a registered voter of Twin Lakes?

Have you ever served as a member of any Village of Twin Lakes Board, Commission or Committee? Park

If yes, specify which one and the approximate dates of service.

Currently still on the Parks Commission- appointed in 2017.

APPOINTMENT PREFERENCE (Please indicate 1st, 2nd, and 3rd choice)

<u>1</u> Board of Appeals	_____ Twin Lakes Library Board
_____ Board of Review	_____ Park Commission
_____ Cemetery Board	<u>2</u> Plan Commission
_____ Election Board	_____ Police Commission
_____ Ethics Board	_____ Community Growth Committee
_____ Housing Committee	_____ Lake Protection Committee

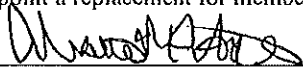
Education and Training

School	Name and Location of School	Course of Study	No. of Years Completed	Did You Graduate?	Degree or Diploma
College					
Business/ Trade/ Technical					
High School	Antioch High School		4	Yes	Diploma

Community/Volunteer Experience (List any civic or community activities in which you have been involved.)

I have been on the Park Commission since 2017 and was a part of the group that planned the new equipment at Legion Park.

I understand that my attendance at all regularly scheduled meetings is critical and that the Village President may appoint a replacement for members who are chronically absent from regular meetings.


 Applicant's Signature

5/27/22
 Date

All applications are kept on file for one year. During that time, your application will be considered when there is an opening for the Board, Commission or Committee for which you have applied. *Note: You must reside within the Village of Twin Lake to be considered for appointment.

- ▶ Please Notify the Clerk's Office at 262-877-2858 if you move or no longer wish to be considered for appointment.
- ▶ Please feel free to attach a resume and/or copies of any certificates pertinent to the appointment you are seeking.
- ▶ Mail or deliver your application to: Village of Twin Lakes 108 E. Main Street P.O. Box 1024 Twin Lakes Wi 53181

For Office Use Only
Appointed To: _____ Date Appointed: _____