



## **FINANCE, LICENSE & REGULATION COMMITTEE**

**TUESDAY, FEBRUARY 5, 2019 – 6:00 PM**

**CITY HALL, CONFERENCE ROOM 2A**

**Committee Members:** Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

### **AGENDA**

1. Call to Order by Chairperson Howell
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes
4. Approve the Regular Finance, License and Regulation Committee Meeting minutes of January 15, 2019, as prepared and distributed
5. **Licenses & Permits**
  - a. 2018-2019 Original & Renewal Operator License applications filed by various applicants as listed in packet
  - b. Discussion/Recommendation regarding an Event Permit Application filed by the Geneva Lake Arts Foundation for the event of Art in the Park to take place on August 10, 2019 (10:00 a.m. to 5:00 p.m.) and August 11, 2019 (10:00 a.m. to 4:00 p.m.) located in Flat Iron Park
  - c. Discussion/Recommendation regarding an Event Permit Application filed by Badger High School for the event of Badger High School Graduation to take place on June 9, 2019 (12:30 p.m. to 3:30 p.m.) located at 600 N Bloomfield Road
  - d. Discussion/Recommendation regarding an Event Permit Application filed by the Lake Geneva Jaycees for the event of the Easter Egg Hunt to take place on April 20, 2019 (8:00 a.m. to Noon) located in Seminary Park
  - e. Discussion/Recommendation regarding a Temporary Class “B”/ “Class B” Retailer’s License Application filed by St Francis De Sales for the event of Italian Fest to be held March 2, 2019 (6:00 p.m. to 10:00 p.m.) located at 148 W Main St- Parish Center
  - f. Discussion/Recommendation regarding a Temporary Operator License Application filed by Phillip Neimeyer for the event of Walworth County Food Pantry 10<sup>th</sup> Anniversary Celebration to be held April 28, 2019 located at the Lake Geneva Museum, 255 Mill St, Lake Geneva, WI
  - g. Discussion/Recommendation regarding a Temporary Class “B”/ “Class B” Retailer’s License Application filed by Brown’s Lake Aquaducks Water Ski Club for the event of Aquaduck Fall Fundraiser to be held November 9, 2019 located at the Riviera Ballroom, 812 Wrigley Dr, Lake Geneva, WI

6. Discussion/Recommendation regarding **Resolution 19-R04** a resolution authorizing the amendment of the 2019 General Fund to reallocate 2019 Health Insurance Costs to City of Lake Geneva department budgets
7. Discussion/Recommendation regarding **Resolution 19-R05** a resolution authorizing the amendment of the 2019 General Fund and Parking Fund Operating Budgets to utilize contingency funds for increased wages/benefits for the full time Front Counter Clerks and Building & Zoning Administrative Assistant in an amount not to exceed \$19,719
8. Discussion/Recommendation regarding **Resolution 19-R06** creating a policy for Capital Projects; Specifically increasing the current threshold of \$5,000 to \$10,000
9. Discussion/Recommendation regarding **Resolution 19-R07** a resolution authorizing the Clerk's Office Part-Time Front Counter Clerk Wage Grade increase from Grade 4 to Grade 7
10. Discussion/Recommendation regarding City Event Permit Application process including waiver of fees
11. **Presentation of Accounts**
  - a. Purchase Orders (none)
  - b. Prepaid Bills in the amount of \$101,574.07
  - c. Regular Bills in the amount of \$219,681.68
12. Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding employee contracts, pay, and benefits for: 1) Parking Lead Maintenance Position 2) City Hall Part-Time Front Counter Clerk
13. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session
14. **Adjournment**

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

cc: Committee Members, Mayor, Council, Administrator, Attorney

**FINANCE, LICENSE & REGULATION COMMITTEE MINUTES**  
**TUESDAY, JANUARY 15, 2019 – 6:00 PM**  
**CITY HALL, CONFERENCE ROOM 2A**

**Committee Members:** Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 6:00 p.m.

**Roll Call**

**Present:** Howell, Proksa, Skates, Halverson, and Hedlund

**Absent:** None

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes**

Ryan Stelzer; 215 Skyline Dr; Spoke to the agenda item relating to the event permit process including the waiver of fees. He encouraged that non-profits within the City should not be charged the fees as they have the community's best interest in mind when holding these events. He further added that the occurrence of events increases the room tax dollars generated along with the parking funds generated. He further cited all of the ways that the money generated aids the City.

Bridget Leech, N3230 Highland Dr; Spoke in favor of waiver of fees for events and cited that the events generate money for the City.

**Approve the Regular Finance, License and Regulation Committee Meeting minutes of January 2, 2019, as prepared and distributed**

Motion by Proksa to approve, second by Hedlund. No discussion. Motion carried 5-0.

**Licenses & Permits**

**2018-2019 Original & Renewal Operator License applications filed by various applicants as listed in packet**

Motion by Hedlund to approve, second by Skates. No discussion. Motion carried 5-0.

**Discussion/Recommendation regarding event Permit Application filed by the Geneva Lake Arts Foundation for the event of Art in the Park to take place on August 10, 2019 (10:00 a.m. to 5:00 p.m.) and August 11, 2019 (10:00 a.m. to 4:00 p.m.) located in Flat Iron Park**

Motion by Halverson to continue to the next FLR meeting, second by Proksa. Halverson would like to continue this discussion until the fee structure has been identified. Motion carried 5-0.

**Discussion/Recommendation regarding pay request #2 to Payne and Dolan for 2018 Street Improvement Project in an amount not to exceed \$106,504.25**

Motion by Hedlund to approve, second by Proksa. No discussion. Motion carried 5-0.

**Discussion/Recommendation regarding payment request #5 to Sonrise Construction, INC for the Disc Golf Bridge Course Pedestrian Bridge Replacement Project in an amount not to exceed \$15,764.40**

Motion by Proksa to approve, second by Halverson. No discussion. Motion carried 5-0.

**Discussion/Recommendation regarding final payment request to Sonrise Construction, INC for the Disc Golf Bridge Course Pedestrian Bridge Replacement Project in an amount not to exceed \$5,684.10 less \$684.10 for retainage; Final payment amount to be \$5,000.00**

Motion by Proksa to approve, second by Halverson. Hall noted that the full amount is in the payables, but has been amended to this change. Motion carried 5-0.

Discussion/Recommendation regarding log sale on Wisconsin Surplus; Funds generated to be designated to the purchase of trees

Motion by Proksa to approve, second by Halverson. Proksa applauded Public Works for thinking ahead and generating more money for future tree plantings. Motion carried 5-0.

Discussion/Recommendation regarding increasing minimum amount of purchase within the City of Lake Geneva Capital Improvement Plan from \$5,000 to \$10,000

City Administrator Nord stated that the process for the CIP had been started in 2018 with a \$5,000 threshold. He stated that with a community this size that it would make more sense to budget for items over \$10,000. Finance Director Hall noted that this will go into effect in 2020 for a plan that will cover 2020-2024.

Motion by Howell to allow Alderperson Flower to speak, second by Halverson. Motion carried 5-0.

Flower asked what types of things would be the general budget versus the CIP. Nord noted that there were several items that were placed in the CIP that shouldn't have been, in that they do not meet the criteria.

Motion by Halverson to approve, second by Skates. Motion carried 5-0.

Discussion regarding City Event Permit Application process including waiver of fees

Discussion regarding Treasurer's Report and Budget versus Actual

Finance Director Hall noted that she did not have the budget to actual as she is trying to close out the 2018 year.

**Presentation of Accounts**

Purchase Orders

None

Prepaid Bills in the amount of \$145,925.91

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Regular Bills in the amount of \$379,398.19

Motion by Hedlund to approve, second by Halverson. New amount less the retainage held from Sonrise Construction is \$378,714.09. Motion carried 5-0.

**Adjournment**

**Motion by Hedlund to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 7:15 p.m.**

**Original License:**

Hailee Lary

Wayne Sertzel Jr.

Ryan McDermid

Miguel Vera

Holli Wagner

Michelle Murphy

Sophia Edmonds

**Renewal Operator:**

# CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted **AT LEAST 10 WEEKS** prior to the proposed event date(s).

## Section I - What type of Permit(s) will your event require?

- Parade Permit.** Required for any parade on public property.
  - Map or description of the requested route to be traveled.
- Public Assembly Permit.** Required for any public gathering on public property. No fee required.
- Street Use Permit.** Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:
  - Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
  - Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.
- Parking Stall Bag Request.** Required for reserving the use of any City parking stall in conjunction of with an event.
- Park Reservation Permit.** Required for reserving the use of a park facility or shelter.
  - Brunk Pavilion.** Requires rental of Flat Iron Park. Additional rental fees apply.
- Beach Reservation Permit.** Required for reserving the use of the beach.

## Section II - Applicant Information

1. Applicant Name: Nikki Marsicano Date of Application: 01/02/2019
2. Organization Name: Geneva Lake Arts Foundation
3. Organization Type:  For Profit  Non-Profit (501(c)<sup>3</sup>) Tax ID: \_\_\_\_\_
4. Mailing Address: 223 Broad Street
5. City, State, Zip: Lake Geneva, WI, 53147
6. Phone: \_\_\_\_\_ Email: \_\_\_\_\_
7. Applicant's Drivers License #: \_\_\_\_\_ State license issued: \_\_\_\_\_
8. Are you applying as a resident of the City of Lake Geneva?  Yes  No  
*If yes, proof of residency must be attached.*

## Section III - Event Information

1. Title of Event: Art in The Park
2. Date(s) of Event: August 10th & 11th 2019
3. Location(s) of Event: Flat Iron Park
4. Hours: Saturday 10-5; Sunday 10-4

5. Event Chair/Contact Person: Nikki Marsicano Phone: 6

6. Day of Event Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

7. Is the event open to the public?  Yes  No

8. Will you charge an admission fee?  Yes  No

9. Estimated Attendance Number: 5000

10. Basis for Estimate: Previous Years Estimate

11. Will you be setting up a tent?  Yes  No  
*If yes, list the location, size, Rental Company, and proof of completion of locates.*  
yes

12. Will there be any animals?  Yes  No  
*If yes, what type and how many:* \_\_\_\_\_

13. Detailed description of proposed event with map of exact location of the event and/or route.  
Free to the public art fair, including food, porta-potties, 80+ exhibitors and music at Flat Iron Park

14. Description of plan for handling refuse collection and after-event clean-up:  
We are asking the city for six extra garbage cans ~~and will rent a dumpster~~ from the city which they place in the chamber of commerce parking lot  
1/2/2019 gck

15. Description of plan for providing event security (if applicable):  
We hire Lake Geneva Police for Saturday evening, Saturday 6pm-9am Sunday morning  
Also:  
Parking Barricade On Center  
Sat 6-9AM  
Sun 6-9AM  
Sun 4-6 PM

16. Will there be fireworks or pyrotechnics at your event?  Yes  No  
*If yes, please attach a fireworks display permit or application.*

17. 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.*

18. 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.*

**Section IV - Street Use**

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:  
*Road closures must include rental of barricades.*  
 Center Street (Main and Wrigley) Closed:  
 Sat 6-9 AM  
 Sun 6-9 AM (AND) 4 PM-6 PM

2. Will any parking stalls be used or blocked during the event?     Yes     No  
 Date(s) of use: August 10th & 11th 2019  
 Total Number of Stalls Request: 94  
 Stall Number(s) and Location: Center Street Parking Stalls 720-793; LC Lot and Parking Stalls 978-1002 including 1 handicap spot. Reserved all day Sat & Sun August  
 Additional Information:  
 Exclude 728-730 (Motorcycle Parking)

3. Description of signage to be used during event:  
*If requesting City banner poles, please include a Street Banner Display Application.*  
 Signs at Home Depot for Shuttle Info  
 Signs at Park and on Center & Main  
 Banners on light poles on main (4) Displayed for 2 weeks

**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: City Electric Boxes Open and Accessable
- Water                    Explain: \_\_\_\_\_
- Traffic Control        Explain: Center St Blocked 8/10 6-9am;8/11 6-9am & 4-6pm
- Police Services        Explain: Evening Security 6pm Aug 10 until 9am Aug 11
- Fire/EMS Services    Explain: \_\_\_\_\_
- Other                    Explain: \_\_\_\_\_

**Section V- Fees**

Application and Permit Fees	Unit Fee			Applicable Fee
<b>Parade Permit</b>				
Application Fee	\$25.00			_____
<b>Street Use Permit</b>				
Application Fee	\$25.00			25.00
Permit Fee - Events lasting 2 days or less	\$40.00			40.00
Permit Fee - Events lasting more than 2 days	\$100.00			_____
<b>Parking Stall Bag Request</b>				
Administrative Fee	\$10.00			10.00
Parking Stall Usage/ Blockage Fee - Per Stall, Per Day		# of Stalls	# of Days	
March 1 - November 14	\$20.00	x <u>94</u>	x <u>2</u>	= 1880
November 15 - February 29	\$10.00	x _____	x _____	= _____
<b>Park Reservation Permit</b>				
Application Fee	\$25.00			25.00
<b>Security Deposit</b>				
<b>Non-Profit or Resident</b>				
49 Attendees or Less	\$50.00			_____
50-149 Attendees	\$100.00			_____
150 or more Attendees	<i>Determined by Park Board</i>			_____
<b>Non-Resident</b>				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Park Board</i>			_____
<b>Park Reservation Fees - Per Location, Per Day</b>				
<b>Non-Profit or Resident</b>				
49 Attendees or Less	\$30.00	x _____	x _____	= _____
50-149 Attendees	\$55.00	x _____	x _____	= _____
150 or more Attendees	\$105.00	x <u>1</u>	x <u>2</u>	= 210.00
<b>Non-Resident</b>				
49 Attendees or Less	\$75.00	x _____	x _____	= _____
50-149 Attendees	\$125.00	x _____	x _____	= _____
150 or more Attendees	\$225.00	x _____	x _____	= _____
<b>Brunk Pavilion Rental Permit</b>				
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>				
Non-Profit or Resident	\$250.00	x _____	x <u>2</u>	= 500
Non-Resident	\$500.00	x _____	x _____	= _____
<b>Additional Park Amenities</b>				
Equipment (with delivery)	Rental Fee	# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each	x <u>10</u>	+ \$50.00	= 100
Picnic Tables	\$15.00 each	x <u>5</u>	+ \$50.00	= 125
Barricades	\$5.00 each	x <u>4</u>	+ \$50.00	= 70
Trash Receptacles	\$8.00 each	x <u>6</u>	+ \$50.00	= 98
Dumpster Delivery	\$50.00 each	x <u>1</u>	+ \$0	= 50.00
Dumpster Pick-up	\$50.00 plus additional landfill	<u>2</u>		= 100.00
Fencing - Snow	\$30.00 per 50 feet	_____		_____
<i>Requests for equipment are subject to availability.</i>				<b>Subtotal: \$</b> <u>3233</u> <b>3083</b>

Application and Permit Fees	Unit Fee	Applicable Fee
<b>Beach Reservation Permit</b>		
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>		
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>		
Application Fee	\$25.00	_____
Security Deposit		_____
Non-Profit or Resident		
49 Attendees or Less	\$50.00	_____
50-149 Attendees	\$100.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>	_____
Non-Resident		
49 Attendees or Less	\$100.00	_____
50-149 Attendees	\$150.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>	_____
Beach Reservation Fees - Per Day		
Non-Profit or Resident		
		# of Days
49 Attendees or Less	\$30.00	x _____ =
50-149 Attendees	\$55.00	x _____ =
150 or more Attendees	\$105.00	x _____ =
Non-Resident		
49 Attendees or Less	\$75.00	x _____ =
50-149 Attendees	\$125.00	x _____ =
150 or more Attendees	\$225.00	x _____ =
		Subtotal: \$ _____
		+ Subtotal from Page 4: \$ _____

**Total PAID with Application: \$ 3083**

*Accepted by cash, credit card or checks (payable to the City of Lake Geneva)*

**Section VI - Signature of Applicant**

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that cancellation of any event, for any reason, shall result in the forfeiture of permit fees. I understand that application fees are not refunded in the event the application is not approved. I understand that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

**APPLICANT SIGNATURE:**



DATE: 01/02/2019

For Office Use Only

Date Filed with Clerk: 1/2/19 Payment with Application: \$ 3083 Receipt: 10.002339

Additional Fees Collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Departmental review (all that apply):

Police Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Fire Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Street Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Parking Dept.:  Approved  Denied Signed: \_\_\_\_\_

Additional services needed: - Center Street stalls - reserved

Additional fees or deposit: - per Council decision to waive \$

Piers, Harbors & Lakefront:  Approved  Denied Signed: \_\_\_\_\_

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Committee/Council review (all that apply):

Park Board: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Finance, License & Regulation: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Council: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Clerk's Office Completion:

Total Add'l fee/deposit to be collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Permit(s) issued:  Parade/PA  Street Use  Park Permit

Date of issue: \_\_\_\_\_ Deposit Returned: \$ \_\_\_\_\_ Deposit withheld: \$ \_\_\_\_\_

Reason withheld: \_\_\_\_\_

To: City of Lake Geneva

From: Geneva Lake Arts Foundation

January 3, 2019

Re: Parking Stall Fee for Art in the Park

We are requesting that the parking stall usage/blockage fee remain \$10 per stall, per day for Art in the Park which is August 10-11th, 2019. The Geneva Lake Arts Foundation has paid this \$10 fee per stall, per day in the past for Art in the Park.

Please contact me at \_\_\_\_\_ to let me know when this is put on the calendar and if you have any questions.

Thank you,

*Alki Marsicano*  
*GLAF President*

Director Art in the Park

g

# CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted AT LEAST 10 WEEKS prior to the proposed event date(s).

## Section I - What type of Permit(s) will your event require?

- Parade Permit.** Required for any parade on public property.
  - Map or description of the requested route to be traveled.
- Public Assembly Permit.** Required for any public gathering on public property. No fee required.
- Street Use Permit.** Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:
  - Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
  - Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.
- Parking Stall Bag Request.** Required for reserving the use of any City parking stall in conjunction of with an event.
- Park Reservation Permit.** Required for reserving the use of a park facility or shelter.
  - Brunk Pavilion.** Requires rental of Flat Iron Park. Additional rental fees apply.
- Beach Reservation Permit.** Required for reserving the use of the beach.

## Section II - Applicant Information

1. Applicant Name: Russell Tronsen Date of Application: 1/14/2019
2. Organization Name: Badger High School
3. Organization Type:  For Profit  Non-Profit (501(c) ES) Tax ID: \_\_\_\_\_
4. Mailing Address: 220 E. South St.
5. City, State, Zip: Lake Geneva
6. Phone: (262) \_\_\_\_\_ E-mail: \_\_\_\_\_
7. Applicant's Drivers License \_\_\_\_\_ State license issued: WI
8. Are you applying as a resident of the City of Lake Geneva?  Yes  No  
*If yes, proof of residency must be attached.*

## Section III - Event Information

1. Title of Event: Badger High School Graduation
2. Date(s) of Event: June 9, 2019
3. Location(s) of Event: 600 N. Bloomfield Rd. Lake Geneva, WI 53147
4. Hours: 12:30pm-3:30pm

5. Event Chair/Contact Person: Russell Tronsen Phone: 402-555-1234

6. Day of Event Contact Name: Russell Tronsen Phone: 402-555-1234

7. Is the event open to the public?  Yes  No

8. Will you charge an admission fee?  Yes  No

9. Estimated Attendance Number: 2,200

10. Basis for Estimate: Past Attendance

11. Will you be setting up a tent?  Yes  No

*If yes, list the location, size, Rental Company, and proof of completion of locates.*  
On school property

12. Will there be any animals?  Yes  No

*If yes, what type and how many:* \_\_\_\_\_

13. Detailed description of proposed event with map of exact location of the event and/or route.  
Badger High School Graduation will take place in the football stadium on Lake Geneva Middle School property, 600 N. Bloomfield Rd. Graduations students, as well as spectators, will be crossing S. Wells St. from Badger High School to Lake Geneva Middle School. Badger High School requests that S. Wells St. be shut down before graduation to allow for safe crossing for graduates and spectators, during graduation to reduce noise, and after to allow for safe crossing.

14. Description of plan for handling refuse collection and after-event clean-up:  
School staff will be responsible for any refuse collection of clean up.

15. Description of plan for providing event security (if applicable):  
Police Department is staffing graduation with 4 officers.

16. Will there be fireworks or pyrotechnics at your event?  Yes  No  
*If yes, please attach a fireworks display permit or application.*

17. 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.*

18. 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.*

**Section IV - Street Use**

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:  
*Road closures must include rental of barricades.*  
Closure of S. Wells St. from E. South St./N/Bloomfield Rd. south to the end of the City of Lake Geneva's jurisdiction. A road closure permit will also be filed through the Village of Bloomfield.

2. Will any parking stalls be used or blocked during the event?     Yes     No

Date(s) of use: \_\_\_\_\_

Total Number of Stalls Request: \_\_\_\_\_

Stall Number(s) and Location: \_\_\_\_\_

\_\_\_\_\_

Additional Information:

3. Description of signage to be used during event:  
*If requesting City banner poles, please include a Street Banner Display Application.*  
N/A

**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: \_\_\_\_\_
- Water                    Explain: \_\_\_\_\_
- Traffic Control        Explain: \_\_\_\_\_
- Police Services        Explain: \_\_\_\_\_
- Fire/EMS Services    Explain: \_\_\_\_\_
- Other                    Explain: \_\_\_\_\_

**Section V- Fees**

Application and Permit Fees		Unit Fee			Applicable Fee
<b>Parade Permit</b>					
Application Fee		\$25.00			_____
<b>Street Use Permit</b>					
Application Fee		\$25.00			\$25.00 _____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
<b>Parking Stall Bag Request</b>					
Administrative Fee		\$10.00			_____
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____	= _____
November 15 - February 29	\$10.00	x	_____	x _____	= _____
<b>Park Reservation Permit</b>					
Application Fee		\$25.00			_____
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less	\$50.00				_____
50-149 Attendees	\$100.00				_____
150 or more Attendees	<i>Determined by Park Board</i>				_____
Non-Resident					
49 Attendees or Less	\$100.00				_____
50-149 Attendees	\$150.00				_____
150 or more Attendees	<i>Determined by Park Board</i>				_____
Park Reservation Fees - Per Location, Per Day					
Non-Profit or Resident			# of Parks	# of Days	
49 Attendees or Less	\$30.00	x	_____	x _____	= _____
50-149 Attendees	\$55.00	x	_____	x _____	= _____
150 or more Attendees	\$105.00	x	_____	x _____	= _____
Non-Resident					
49 Attendees or Less	\$75.00	x	_____	x _____	= _____
50-149 Attendees	\$125.00	x	_____	x _____	= _____
150 or more Attendees	\$225.00	x	_____	x _____	= _____
<b>Brunk Pavilion Rental Permit</b>					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00			# of Days	x _____ = _____
Non-Resident	\$500.00			# of Days	x _____ = _____
<b>Additional Park Amenities</b>					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each		x _____	+ \$50.00 =	_____
Picnic Tables	\$15.00 each		x _____	+ \$50.00 =	_____
Barricades	\$5.00 each		x 4	+ \$50.00 =	\$70.00 _____
Trash Receptacles	\$8.00 each		x _____	+ \$50.00 =	_____
Dumpster Delivery	\$50.00 each		x _____	+ \$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					<b>Subtotal: \$</b> \$95.00 _____

Application and Permit Fees	Unit Fee		Applicable Fee
<b>Beach Reservation Permit</b>			
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>			
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>			
Application Fee	\$25.00		_____
Security Deposit			_____
Non-Profit or Resident			
49 Attendees or Less	\$50.00		_____
50-149 Attendees	\$100.00		_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>		_____
Non-Resident			
49 Attendees or Less	\$100.00		_____
50-149 Attendees	\$150.00		_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>		_____
Beach Reservation Fees - Per Day			
Non-Profit or Resident			
49 Attendees or Less	\$30.00	x _____ =	_____
50-149 Attendees	\$55.00	x _____ =	_____
150 or more Attendees	\$105.00	x _____ =	_____
Non-Resident			
49 Attendees or Less	\$75.00	x _____ =	_____
50-149 Attendees	\$125.00	x _____ =	_____
150 or more Attendees	\$225.00	x _____ =	_____
			Subtotal: \$ <u>    \$0.00</u>
			+ Subtotal from Page 4: \$ <u>    \$95.00</u>

**Total PAID with Application: \$ 95.00**

*Accepted by cash, credit card or checks (payable to the City of Lake Geneva)*

**Section VI - Signature of Applicant**

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that cancellation of any event, for any reason, shall result in the forfeiture of permit fees. I understand that application fees are not refunded in the event the application is not approved. I understand that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

**APPLICANT SIGNATURE:**

 \_\_\_\_\_ DATE: 1/14/19

For Office Use Only

Date Filed with Clerk: 1/21/19 Payment with Application: \$ 95.00 Receipt: 10.002437

Additional Fees Collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Departmental review (all that apply): 1/21/19

Police Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Fire Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Street Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Parking Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: No stalls requested

Additional fees or deposit: \_\_\_\_\_

Piers, Harbors & Lakefront:  Approved  Denied Signed: \_\_\_\_\_

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Committee/Council review (all that apply):

Park Board: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Finance, License & Regulation: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Council: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Clerk's Office Completion:

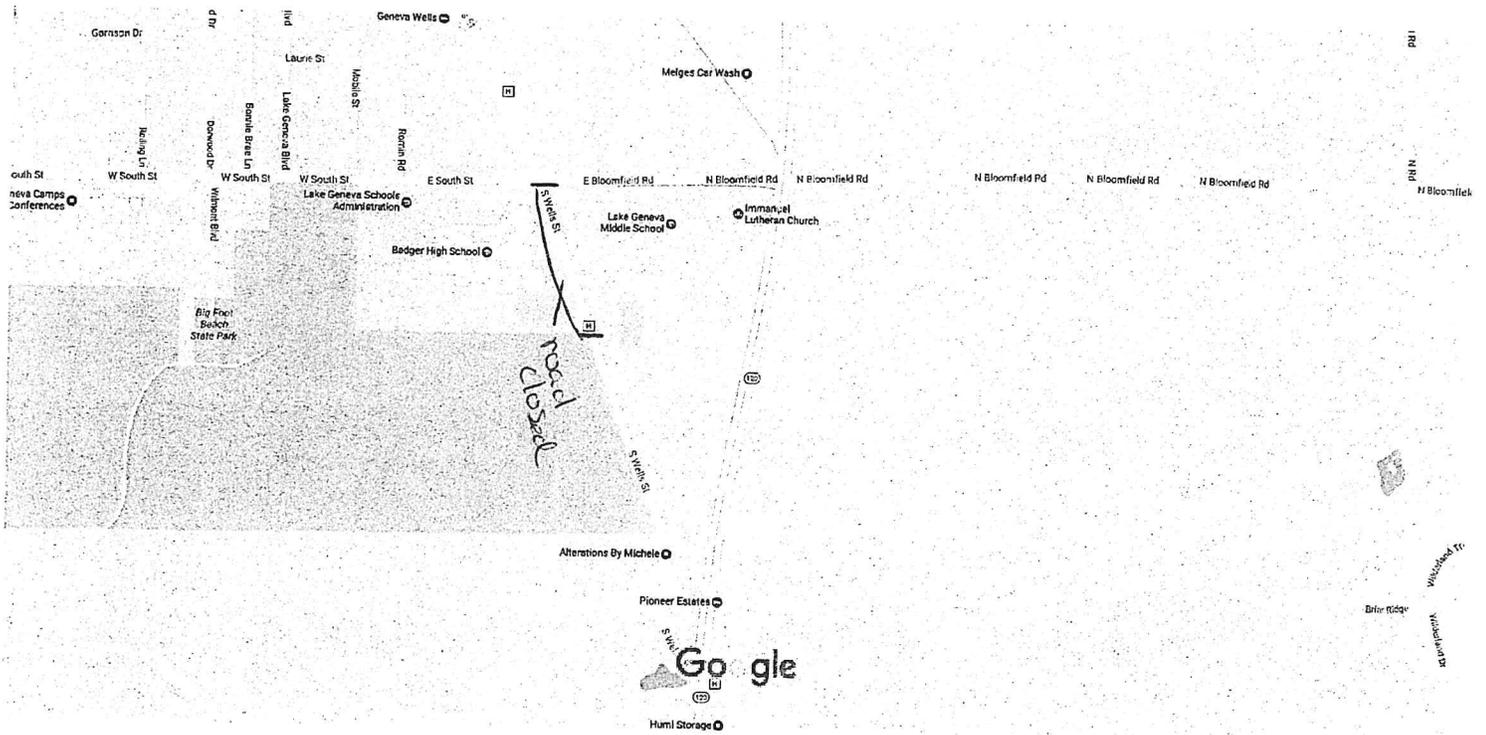
Total Add'l fee/ deposit to be collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Permit(s) issued:  Parade/PA  Street Use  Park Permit

Date of issue: \_\_\_\_\_ Deposit Returned: \$ \_\_\_\_\_ Deposit withheld: \$ \_\_\_\_\_

Reason withheld: \_\_\_\_\_

# Google Maps



Map data ©2017 Google 500 ft



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/8/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> M3 Insurance Solutions, Inc. 1425 Discovery Parkway Wauwatosa WI 53226	<b>CONTACT NAME:</b> Brianna Schwanke		
	<b>PHONE (A/C, No, Ext):</b> 262-524-6026	<b>FAX (A/C, No):</b> 262-524-1051	
<b>E-MAIL ADDRESS:</b> brianna.schwanke@m3ins.com			
<b>PRODUCER CUSTOMER ID #:</b> LAKEGEN-01			
<b>INSURED</b> Lake Geneva Union High School 208 South Street Lake Geneva WI 53147	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Employers Mutual Company		
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES** **CERTIFICATE NUMBER:** 888701025 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		5D14931	7/1/2018	7/1/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		5E14931	7/1/2018	7/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below		5H14931	7/1/2018	7/1/2019	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

**COPY**

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER**

City of Lake Geneva  
626 Geneva Street  
Lake Geneva WI 53147

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**AUTHORIZED REPRESENTATIVE**  
*Brianna Schwanke*

# CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted **AT LEAST 10 WEEKS** prior to the proposed event date(s).

## Section I - What type of Permit(s) will your event require?

- Parade Permit.** Required for any parade on public property.
  - Map or description of the requested route to be traveled.
- Public Assembly Permit.** Required for any public gathering on public property. No fee required.
- Street Use Permit.** Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:
  - Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
  - Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.
- Parking Stall Bag Request.** Required for reserving the use of any City parking stall in conjunction of with an event.
- Park Reservation Permit.** Required for reserving the use of a park facility or shelter.
  - Brunk Pavilion.** Requires rental of Flat Iron Park. Additional rental fees apply.
- Beach Reservation Permit.** Required for reserving the use of the beach.

## Section II - Applicant Information

1. Applicant Name: Joe Chambers Date of Application: 12/28/18
2. Organization Name: Lake Geneva Jaycees
3. Organization Type:  For Profit  Non-Profit (501(c)<sup>3</sup>) Tax ID: \_\_\_\_\_
4. Mailing Address: \_\_\_\_\_
5. City, State Zip: Lake Geneva
6. Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_
7. Applicant's Drivers License #: \_\_\_\_\_ State license issued: WI
8. Are you applying as a resident of the City of Lake Geneva?  Yes  No  
*If yes, proof of residency must be attached.*

## Section III - Event Information

1. Title of Event: Easter Egg Hunt
2. Date(s) of Event: April 20th, 2019
3. Location(s) of Event: Seminary Park
4. Hours: Event: 10am - 11:30am, Park needed: 8am-Noon

5. Event Chair/Contact Person: Joe Chambers Phone:                     

6. Day of Event Contact Name: Joe Chambers Phone:                     

7. Is the event open to the public?  Yes  No

8. Will you charge an admission fee?  Yes  No

9. Estimated Attendance Number: 700-1,000

10. Basis for Estimate: Prior Years event attendance

11. Will you be setting up a tent?  Yes  No

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

12. Will there be any animals?  Yes  No

*If yes, what type and how many:* \_\_\_\_\_

13. Detailed description of proposed event with map of exact location of the event and/or route.  
This event is an Easter Egg hunt for kids ages 0-10. All families are welcome to join, and it is a public event. We will have a raffle, candy, and the Easter bunny for kids to take pictures with.

We will be setting up from 8:30 am to 9:30. The egg hunt will go from 10:30-11, then the raffle right after. The Easter bunny will come out about 9:30 to 11:30, and we will clean up and have everything out by noon.

If it rains on the day of the event, or we consider the park to muddy, we will move to the YMCA.

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

We will direct people to our website to donate to the Jaycees rather than collect money after the event, and Jaycees will handle all clean-up and set up for the event.

15. Description of plan for providing event security (if applicable):

Jaycees will provide security for all of the stuff there.

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

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

17. 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.*

18. 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.*

**Section IV - Street Use**

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:  
*Road closures must include rental of barricades.*

2. Will any parking stalls be used or blocked during the event?     Yes     No

Date(s) of use: \_\_\_\_\_

Total Number of Stalls Request: \_\_\_\_\_

Stall Number(s) and Location: \_\_\_\_\_

\_\_\_\_\_

Additional Information:

3. Description of signage to be used during event:  
*If requesting City banner poles, please include a Street Banner Display Application.*

**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: \_\_\_\_\_
- Water                    Explain: \_\_\_\_\_
- Traffic Control        Explain: \_\_\_\_\_
- Police Services        Explain: Police Mascot + Security
- Fire/EMS Services    Explain: \_\_\_\_\_
- Other                    Explain: \_\_\_\_\_

**Section V- Fees**

Application and Permit Fees		Unit Fee			Applicable Fee
<b>Parade Permit</b>					
Application Fee		\$25.00			_____
<b>Street Use Permit</b>					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
<b>Parking Stall Bag Request</b>					
Administrative Fee		\$10.00			_____
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	_____
November 15 - February 29	\$10.00	x	_____	x _____ =	_____
<b>Park Reservation Permit</b>					
Application Fee		\$25.00			<u>25.00</u>
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less		\$50.00			_____
50-149 Attendees		\$100.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Non-Resident					
49 Attendees or Less		\$100.00			_____
50-149 Attendees		\$150.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Park Reservation Fees - Per Location, Per Day					
Non-Profit or Resident					
49 Attendees or Less	\$30.00	x	_____	x _____ =	_____
50-149 Attendees	\$55.00	x	_____	x _____ =	_____
150 or more Attendees	\$105.00	x	<u>2</u>	x <u>2</u> =	<u>105</u>
Non-Resident					
49 Attendees or Less	\$75.00	x	_____	x _____ =	_____
50-149 Attendees	\$125.00	x	_____	x _____ =	_____
150 or more Attendees	\$225.00	x	_____	x _____ =	_____
<b>Brunk Pavilion Rental Permit</b>					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>			# of Days		
Non-Profit or Resident	\$250.00	x	_____	=	_____
Non-Resident	\$500.00	x	_____	=	_____
<b>Additional Park Amenities</b>					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each	x	_____ +	\$50.00 =	_____
Picnic Tables	\$15.00 each	x	_____ +	\$50.00 =	_____
Barricades	\$5.00 each	x	_____ +	\$50.00 =	_____
Trash Receptacles	\$8.00 each	x	_____ +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each	x	_____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					<b>Subtotal: \$</b> <u>130</u>

Application and Permit Fees	Unit Fee			Applicable Fee
<b>Beach Reservation Permit</b>				
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>				
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>				
Application Fee	\$25.00			_____
Security Deposit				
Non-Profit or Resident				
49 Attendees or Less	\$50.00			_____
50-149 Attendees	\$100.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>			_____
Beach Reservation Fees - Per Day				
Non-Profit or Resident				
49 Attendees or Less	\$30.00	x _____ =		_____
50-149 Attendees	\$55.00	x _____ =		_____
150 or more Attendees	\$105.00	x _____ =		_____
Non-Resident				
49 Attendees or Less	\$75.00	x _____ =		_____
50-149 Attendees	\$125.00	x _____ =		_____
150 or more Attendees	\$225.00	x _____ =		_____
Subtotal: \$				<u>    0    </u>
+ Subtotal from Page 4: \$				<u>  130  </u>

**Total PAID with Application: \$**   130  

*Accepted by cash, credit card or checks (payable to the City of Lake Geneva)*

**Section VI - Signature of Applicant**

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that cancellation of any event, for any reason, shall result in the forfeiture of permit fees. I understand that application fees are not refunded in the event the application is not approved. I understand that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

**APPLICANT SIGNATURE:**



DATE: \_\_\_\_\_

  1/8/19

For Office Use Only

Date Filed with Clerk: 11/15/19 Payment with Application: \$ 130.00 Receipt: 10.002417

Additional Fees Collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Departmental review (all that apply):

Police Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Fire Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Street Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Parking Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: No stalls requested

Additional fees or deposit: \_\_\_\_\_

Piers, Harbors & Lakefront:  Approved  Denied Signed: \_\_\_\_\_

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Committee/Council review (all that apply):

Park Board: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Finance, License & Regulation: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Council: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Clerk's Office Completion:

Total Add'l fee/deposit to be collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Permit(s) issued:  Parade/PA  Street Use  Park Permit

Date of issue: \_\_\_\_\_ Deposit Returned: \$ \_\_\_\_\_ Deposit withheld: \$ \_\_\_\_\_

Reason withheld: \_\_\_\_\_

# 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 pd 1/22/2019

Application Date: Jan 22, 2019  
County of Walworth

Town  Village  City of Lake Geneva

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 mar 2, 2019 and ending mar 2, 2019 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  
 Chamber of Commerce or similar Civic or Trade Organization  
 Veteran's Organization  Fair Association

(a) Name St. Francis de Sales

(b) Address 148 W Main St. Lake Geneva  
(Street)  Town  Village  City

(c) Date organized \_\_\_\_\_

(d) If corporation, give date of incorporation \_\_\_\_\_

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

(f) Names and addresses of all officers:

President Archbishop Jerome Lostecki

Vice President Fr. Mark Danczyk

Secretary B. Marthe Cucco

Treasurer Daryl Braun

(g) Name and address of manager or person in charge of affair: Carole Neun

**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 148 W Main St. Lake Geneva, WI (parish center)

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

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

(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 Italian Fest

(b) Dates of event Sat. mar. 2<sup>nd</sup> 2019 12pm to 10pm

**DECLARATION**

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

St. Francis de Sales Catholic Church  
(Name of Organization)

Officer Rev. Mark Danczyk 1-22-19  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer Martha Cucco 1-21-19  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Date Filed with Clerk Jan 22, 2019

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

**SUPPLEMENTAL APPLICATION FORM  
TEMPORARY CLASS "B" / "CLASS B" RETAILER'S LICENSE  
CITY OF LAKE GENEVA**

*This form needs to be submitted as an attachment to the Application for Temporary Class "B" / "Class B" Retailer's License Form (Form AT-315) and returned to the City Clerk.*

Applicant Organization: Saint Francis de Sales Parade

Name of Event: Italia Fest.

Date of Event: Mar 2<sup>nd</sup> 2019

Time of Event: 6:15 - PM (Beginning) 10:00 PM (Ending)

Event Contact Person: Carole Neun

Contact Phone: 

Contact Email: 

**Will a Licensed Operator be serving or supervising the service of alcohol?**  
**\*This includes Temporary Operator's who have completed the Responsible Beverage Servers class.**

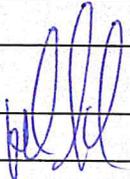
Yes       No

**PLEASE FILL ALL BLANKS COMPLETELY.  
THIS INFORMATION IS NEEDED TO COMPLETELY PROCESS YOUR  
TEMPORARY RETAILER'S LICENSE APPLICATION.**

*For Office Use Only*

Date Filed: Jan 22, 2019      Receipt No: 10002441

Total Amount: \$10<sup>-</sup>

Forwarded to Police Chief: 

Recommendation: Approved      Denied

Verification that not more than 2 temporary wine licenses have been issued to this applicant within the last 12 months: \_\_\_\_\_

FLR Approval: \_\_\_\_\_

License Issued: \_\_\_\_\_

Council Approval: \_\_\_\_\_

License Number: \_\_\_\_\_

MAILTO:      Organization

License Expires: \_\_\_\_\_

# 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 pd 1/14/19

Application Date: 1/8/19

Town  Village  City of Lake Geneva

County of Walworth

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

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

at the premises described below during a special event beginning 11-9-19 and ending 11-10-19 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  
 Chamber of Commerce or similar Civic or Trade Organization  
 Veteran's Organization  Fair Association

(a) Name Brown's Lake Aquaducks Water Ski Club, INC

(b) Address PO Box 84, Burlington WI 53105  
(Street)  Town  Village  City

(c) Date organized 1976

(d) If corporation, give date of incorporation March 10<sup>th</sup> 1977

(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 Scott Limberg [Redacted]

Vice President Dan Schatter [Redacted]

Secretary Cheri Ripple [Redacted]

Treasurer Gesica Zelechowski [Redacted]

(g) Name and address of manager or person in charge of affair: Cheri Ripple [Redacted]  
Michelle Meike [Redacted]

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: Riviera Ballroom

(a) Street number 812 Wrigley Dr., Lake Geneva, WI 53147

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

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

(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: Riviera Ballroom

3. Name of Event

(a) List name of the event Aquaduck Fall Fundraiser

(b) Dates of event November 9<sup>th</sup> 2019

### DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Scott E. Limberg 01/08/19  
(Signature/date)

Officer Dan Schatter 1/08/19  
(Signature/date)

Brown's Lake Water Ski Club, inc  
(Name of Organization)

Officer [Signature] 1/8/19  
(Signature/date)

Officer Cheri Ripple 1/8/19  
(Signature/date)

Date Filed with Clerk January 14, 2019

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

**SUPPLEMENTAL APPLICATION FORM  
TEMPORARY CLASS "B" / "CLASS B" RETAILER'S LICENSE  
CITY OF LAKE GENEVA**

*This form needs to be submitted as an attachment to the Application for Temporary Class "B" / "Class B" Retailer's License Form (Form AT-315) and returned to the City Clerk.*

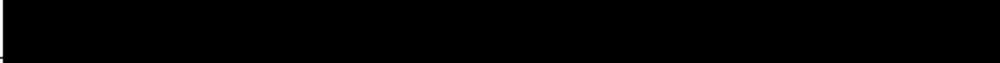
Applicant Organization: Brown's Lake Aquaducks

Name of Event: Fall Fundraiser

Date of Event: November 9<sup>th</sup> 2019

Time of Event: 6 pm to 12 am  
(Beginning) (Ending)

Event Contact Person: Cheri Ripple / Michelle Meike

Contact Phone:   
Contact Email: 

**Will a Licensed Operator be serving or supervising the service of alcohol?  
\*This includes Temporary Operator's who have completed the  
Responsible Beverage Servers class.**

Yes       No

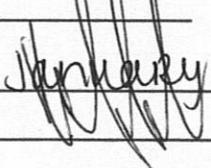
**PLEASE FILL ALL BLANKS COMPLETELY.  
THIS INFORMATION IS NEEDED TO COMPLETELY PROCESS YOUR  
TEMPORARY RETAILER'S LICENSE APPLICATION.**

*For Office Use Only*

Date Filed: January 14, 2019      Receipt No: 10002408

Total Amount: \$10-

Forwarded to Police Chief: January 14, 2019

Recommendation:       Approved      Denied

Verification that not more than 2 temporary wine licenses have been issued to this applicant within the last 12 months: \_\_\_\_\_

FLR Approval: \_\_\_\_\_      License Issued: \_\_\_\_\_  
Council Approval: \_\_\_\_\_      License Number: \_\_\_\_\_  
License Expires: \_\_\_\_\_

MAILTO:      Organization

<b>RESOLUTION OF THE COMMON COUNCIL</b>			
Resolution authorizing the amendment of the 2019 General Fund to reallocate 2019 Health Insurance Costs to City of Lake Geneva department budgets			
Committee:	Finance, License, and Regulation Committee approved February 5, 2019		
Fiscal Impact:	N/A		
<b>File Number:</b>	<b>19-R04</b>	<b>Date:</b>	February 11, 2019

**WHEREAS**, the Common Council approved the 2019 General Fund Operating Budget for the City of Lake Geneva, and

**WHEREAS**, a Health Insurance Premiums account was budgeted at \$1,740,000 for 2019, approved expenditures, and Health & Dental Reimbursable account was budgeted at \$425,000 for 2019, approved expenditure reimbursements, and

**WHEREAS**, the Finance, Licensing and Regulation Committee approved the allocation of the monthly insurance health care costs to specified departments, now

**THEREFORE, BE IT RESOLVED**, that the Common Council adopt a budget amendment allowing for a transfer in the 2019 General Fund Operating Budget as follows:

- Increase Acct #11-16-10-51345, City Hall Health Insurance by \$21,051
- Increase Acct #11-14-30-51345, Clerk Health Insurance by \$53,829
- Increase Acct #11-14-20-51345, City Administrator Health Insurance by \$10,263
- Increase Acct #11-15-10-51345, Accounting Health Insurance by \$65,556
- Increase Acct #11-24-00-51345, Building & Zoning Health Insurance by \$41,164
- Increase Acct #11-12-00-51345, Municipal Court Health Insurance by \$32,778
- Increase Acct #11-21-00-51345, Police Health Insurance by \$620,196
- Increase Acct #11-32-10-51345, Streets Health Insurance by \$277,005
- Decrease Acct # 11-10-20-51110, Health & Dental Reimbursable by \$394,286
- Decrease Acct # 11-10-20-51335, Health Insurance Premiums, by \$1,516,128

Granted by action of the Common Council of the City of Lake Geneva this 11<sup>th</sup> day of February, 2018.

**Council Action:**     **Adopted**         **Failed**        **Vote** \_\_\_\_\_

**Mayoral Action:**     **Accept**         **Veto**

\_\_\_\_\_  
Thomas Hartz, Mayor

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Lana Kropf, City Clerk

\_\_\_\_\_  
Date

**CITY OF LAKE GENEVA**  
**Summary of Budget Amendment for Health Insurance**

		DR	CR	Notes
City Hall Health Insurance	11-16-10-51345	\$ 21,051.24		
Clerk Health Insurance	11-14-30-51345	\$ 53,829.00		
City Administrator Health Insurance	11-14-20-51345	\$ 10,262.64		
Accounting Health Insurance	11-15-10-51345	\$ 65,555.52		
Building & Zoning Health Insurance	11-24-00-51345	\$ 41,164.20		
Municipal Court Health Insurance	11-12-00-51345	\$ 32,777.76		
Police Health Insurance	11-21-00-51345	\$ 620,196.24		
Streets Health Insurance	11-32-10-51345	\$ 277,005.12		
Health Insurance Premiums	11-10-20-51335		\$ 1,121,841.72	
 <b><u>Reimbursements</u></b>				
Health Insurance Premiums	11-10-20-51335		\$ 180,434.40	Library, Parking, Cemetery
Health & Dental Reimbursable	11-10-20-51110	\$ 180,434.40		
Health Insurance Premiums	11-10-20-51335		\$ 213,851.76	WWTP, Water
Health & Dental Reimbursable	11-10-20-51110	\$ 213,851.76		
		\$ 1,516,127.88	\$ 1,516,127.88	

<b><u>Summary</u></b>	<b>Budget</b>	<b>Amendment</b>	<b>Amended</b>	
Health Insurance Premiums	\$ 1,740,000.00	\$ (1,516,127.88)	\$ 223,872.12	Difference Card Claims
Health & Dental Reimbursable	\$ (425,000.00)	\$ 394,286.16	\$ (30,713.84)	Retirees' Reimbursements

<b>RESOLUTION OF THE COMMON COUNCIL</b>			
Resolution authorizing the amendment of the 2019 General Fund and Parking Fund Operating Budgets to utilize contingency funds for increased wages/benefits for the full time Front Counter Clerks and Building & Zoning Administrative Assistant in an amount not to exceed \$19,719			
Committee:	Finance, License, and Regulation Committee approved February 5, 2019		
Fiscal Impact:	N/A		
<b>File Number:</b>	<b>19-R05</b>	<b>Date:</b>	February 11, 2019

**WHEREAS**, the Common Council approved the 2019 General Fund and Parking Fund Operating Budgets for the City of Lake Geneva, and

**WHEREAS**, a Contingency account was budgeted at \$151,087 for 2019 unbudgeted, approved expenditures, and

**WHEREAS**, the Finance, Licensing and Regulation Committee approved the request for front desk and building inspector clerk wages and benefits increases totaling \$19,719, and

**WHEREAS**, these expenditures were not included in the 2019 General Fund and Parking Fund Operating Budgets and use of Contingency funds for this purpose was appropriate, now

**THEREFORE, BE IT RESOLVED**, that the Common Council adopt a budget amendment allowing for a transfer in the 2019 General Fund and Parking Fund Operating Budgets as follows:

- Increase Acct # 11-15-10-51200, Accounting Wages, by \$3,888
- Increase Acct # 11-15-10-51360, Accounting Retirement, by \$255
- Increase Acct # 11-15-10-51520, Accounting Social Security, by \$298
- Increase Acct # 11-24-00-51200, Building & Zoning Wages, by \$7,051
- Increase Acct # 11-24-00-51360, Building & Zoning Retirement, by \$462
- Increase Acct # 11-24-00-51520, Building & Zoning Social Security, by \$539
- Increase Acct # 42-34-50-51160, Parking Wages-Shared, by \$6,328
- Increase Acct # 42-34-50-51360, Parking Retirement, by \$414
- Increase Acct # 42-34-50-51520, Parking Social Security, by \$484
- Decrease Acct # 42-34-50-59500, Transfer to General Fund, by \$7,226
- Decrease Acct # 11-00-00-49500, Transfer from Parking Fund, by \$7,226
- Decrease Acct # 11-10-00-57800, Contingency Fund, by \$19,719

Granted by action of the Common Council of the City of Lake Geneva this 11<sup>th</sup> day of February, 2018.

**Council Action:**     **Adopted**         **Failed**        **Vote** \_\_\_\_\_

**Mayoral Action:**     **Accept**         **Veto**

\_\_\_\_\_  
Thomas Hartz, Mayor

\_\_\_\_\_  
Date

Attest:

---

Lana Kropf, City Clerk

**CITY OF LAKE GENEVA**  
**Costs of Increasing Pay of Front Desk Staff**

	<u>Pay Grade 4</u>		<u>Pay Grade 4 (Budget)</u>		<u>Pay Grade 7</u>	
	Front Desk Clerk	Parking Clerk	Front Desk Clerk	Parking Clerk	Front Desk Clerk	Parking Clerk
Current Rate of Pay	16.2400	17.5054	16.5648	17.8555	18.10	21.24
Times: 2080 hours	<u>2,080.00</u>	<u>2,080.00</u>	<u>2,080.00</u>	<u>2,080.00</u>	<u>2,080.00</u>	<u>2,080.00</u>
Current Annual Pay	33,779.20	36,411.23	34,454.78	37,139.46	37,640.10	44,170.46
WRS at 6.7% for 2018 and 6.55% for 2019	2,263.21	2,439.55	2,256.79	2,432.63	2,465.43	2,893.17
FICA at 7.65%	<u>2,584.11</u>	<u>2,785.46</u>	<u>2,635.79</u>	<u>2,841.17</u>	<u>2,879.47</u>	<u>3,379.04</u>
	<u>38,626.52</u>	<u>41,636.24</u>	<u>39,347.36</u>	<u>42,413.26</u>	<u>42,984.99</u>	<u>50,442.67</u>
Totals	80,262.76		81,760.62		93,427.66	
Increase for both positions					11,667.04	

	<u>Pay Grade 4</u>	<u>Pay Grade 4 (Budget)</u>	<u>Pay Grade 7</u>
	Building & Zoning Assistant	Building & Zoning Assistant	Building & Zoning Assistant
Current Rate of Pay	17.4451	17.7940	21.1837
Times: 2080 hours	<u>2,080.00</u>	<u>2,080.00</u>	<u>2,080.00</u>
Current Annual Pay	36,285.81	37,011.52	44,062.10
WRS at 6.7% for 2018 and 6.55% for 2019	2,431.15	2,424.25	2,886.07
FICA at 7.65%	<u>2,775.86</u>	<u>2,831.38</u>	<u>3,370.75</u>
	<u>41,492.82</u>	<u>42,267.16</u>	<u>50,318.91</u>
Totals			
Increase	-	8,051.75	

**Budget Entries**

		<u>DR</u>	<u>CR</u>
Accounting Wages	11-15-10-51200	3,888	
Accounting Retirement	11-15-10-51360	255	
Accounting Social Security	11-15-10-51520	298	
Building & Zoning Wages	11-24-00-51200	7,051	
Building & Zoning Retirement	11-24-00-51360	462	
Building & Zoning Social Security	11-24-00-51520	539	
Parking Wages - Shared	42-34-50-51160	6,328	
Parking Retirement	42-34-50-51360	414	
Parking Social Security	42-34-50-51520	484	
Transfer to General Fund	42-34-50-59500		7,226
Transfer from Parking Fund	11-00-00-49500	7,226	
Contingency	11-10-00-57800		19,719
		<u>26,945</u>	<u>26,945</u>

<b>RESOLUTION OF THE COMMON COUNCIL</b>			
Resolution creating a policy for Capital Projects; Specifically increasing the current threshold of \$5,000 to \$10,000			
Committee:	Finance considered on February 5, 2019		
Fiscal Impact:	N/A		
<b>File Number:</b>	<b>19-R06</b>	<b>Date:</b>	February 11, 2019

WHEREAS, the City audit in notes to the financial statements dated December 31, 2018 provide the following definitions of Capital assets:

Property, plant, equipment and infrastructure assets are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of at least \$5,000 in an estimated useful life in excess of a year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized, and

WHEREAS, capital expenditures under \$10,000 are more appropriately placed in a specific department's annual operating budget, and

WHEREAS, most communities of Lake Geneva's size and organizational structure have defined their capital assets with an initial individual cost of at least \$10,000, and

WHEREAS, the proposed Capital Projects Policy is intended to provide guidelines during the preparation of the annual budget and ensure that appropriations intended to pay for Capital Improvements (Capital assets as defined by the City auditor) are restricted as used within a prescribed order.

NOW, THEREFORE, be it resolved by the Lake Geneva Common Council that the following Capital Project Policy is hereby approved:

To be included in the **Capital Improvement Fund** a project must have a total cost of at least \$10,000, have a useful life of more than one year and is for new construction, expansion, renovation, or for an existing facility or facilities. Project costs can include the cost of land, engineering, architectural planning, and contract services needed to complete the project.

To be included in the **Equipment Replacement Fund**, the capital project must cost at least \$10,000 with a useful life of at least one year and is to pay for major equipment, Fire apparatus, trucks, vehicles and lawn mowers.

**Capital outlay** under \$10,000 acquired for the purpose of maintaining, repair or upgrades to Capital assets such as machinery, land, facilities or other City necessities must be appropriated to the proper Department and program budgets, beginning with the 2020 budget year.

Granted by action of the Common Council of the City of Lake Geneva this 11<sup>th</sup> day of February, 2019.

**Council Action:**  **Adopted**       **Failed**      **Vote** \_\_\_\_\_

**Mayoral Action:**  **Accept**       **Veto**

---

Thomas Hartz, Mayor

Date

Attest:

---

Lana Kropf, City Clerk

<b>RESOLUTION OF THE COMMON COUNCIL</b>			
Resolution authorizing the Clerk's Office part-time Front Counter Clerk Wage Grade increase from Grade 4 to Grade 7			
Committee:	Finance considered on February 5, 2019		
Fiscal Impact:	N/A		
<b>File Number:</b>	<b>19-R07</b>	<b>Date:</b>	February 11, 2019

**Whereas**, the City of Lake Geneva performed a wage compensation study in 2014 to identify various wage grade assignments to specific job titles and job duties, and

**Whereas**, the Personnel Committee identified the job duties being performed by the Clerk Office part-time Front Counter Clerk has evolved and was not initially identified in the 2014 Compensation Plan, and

**Whereas**, the City of Lake Geneva has identified this position for additional responsibilities, which is synonymous with current responsibilities of the full time front counter staff and revision to the existing job description to reflect said increased tasks to occur in 2019 and

**Whereas**, the Personnel Committee approved the wage grade increase for the Clerk's Office part-time Front Counter Clerk, and

**Whereas**, the wage grade increase shall be effective January 1, 2019, the Clerk Office part-time Front Counter Clerk, any additional non-budgeted funds being appropriated from the 2019 budget contingency fund.

**Now Therefore be it Resolved** by the Lake Geneva Common Council that the Clerk's Office Part-Time Front Counter Clerk Wage Grade increase from Grade 4 to Grade 7, and

Granted by action of the Common Council of the City of Lake Geneva this 11<sup>th</sup> day of February, 2019.

**Council Action:**     **Adopted**         **Failed**        **Vote** \_\_\_\_\_

**Mayoral Action:**    **Accept**         **Veto**

\_\_\_\_\_  
Thomas Hartz, Mayor

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Lana Kropf, City Clerk

\_\_\_\_\_  
Date



## CITY OF LAKE GENEVA JOB DESCRIPTION

<b>TITLE:</b>	Counter Clerk	<b>REPORTS TO:</b>	City Clerk
<b>DEPARTMENT:</b>	Clerk's Office	<b>POSITIONS SUPERVISED:</b>	None
<b>STATUS:</b>	Part-Time (20 hours)	<b>UNION:</b>	None
<b>HOURLY WAGE:</b>	<del>\$16.24</del> (Grade 7)	<b>DATE APPROVED/AMENDED:</b>	February 27, 2018 February 25, 2019

The following job description duties are illustrative, and the person holding the position may be required to perform other duties of a similar nature or otherwise related to the position.

### GENERAL DEFINITION OF WORK

Performs intermediate administrative support work answering telephones, assisting citizens at the front counter, answering and researching inquiries, assisting Clerk's office with licensing, permits and election duties, and related work as apparent or assigned. Work is performed under the direct supervision of the City Clerk.

### POSITION SUMMARY

Counter Clerk's primary role is to assist the Clerk's Office in an accurate and precise manner as well as to provide excellent customer service through a number of front counter tasks. Also provides support in all other related areas, including following instructions in order to ensure effective accomplishment of City objectives.

### ESSENTIAL FUNCTIONS:

1. Answer phone; greet visitors; handle front counter inquiries; respond to requests and complaints; forward visitors and callers to appropriate party for disposition
2. Issue beach tags, parking stickers, work permits, dog/cat licenses, Clerk's Office permits/licenses and process payments
3. Answer inquiries regarding parks and amenities
4. Assist with parking issues regarding payments, suspensions, parking rules, parking stall/lot location, and troubleshooting phone calls regarding kiosks
5. Assist Clerk's Office with license renewals, transcribing minutes, posting agendas and website content.
6. Election related duties involving data entry of voter registration and absentee ballot processing; including working on Election days when the polls are open
7. Scan and organize documents in Laserfiche Software
8. Provide backup for full-time Counter Clerk, Parking Clerk, and Assistant City Clerk

Formatted: Indent: Left: 0.5", Space After: 10 pt, Line spacing: Multiple 1.15 li, No bullets or numbering

- 9. Manages City's Electronic Calendar Board
- 10. Aids in the collection and posting of Municipal Property Taxes
- 11. Facilitates license plate lookup to facilitate delinquent parking payment notices
- 12. Completes filing of documentation for the Clerk and Finance Office; Utilizes the City of Lake Geneva records retention schedule
- 13. Aids in the collection and processing of payments for parking violations
- 14. Assists Harbormaster with Riviera scheduling, availability, and processing reservation payments
- 15. Facilitates issuance of work permits
- 16. Aids in processing of parking citation appeals
- 17. Utilizes City collection agency to manage City owed debt prior to license/permit issuance

9-18. Other duties as assigned

**SPECIAL REQUIREMENTS & SKILLS**

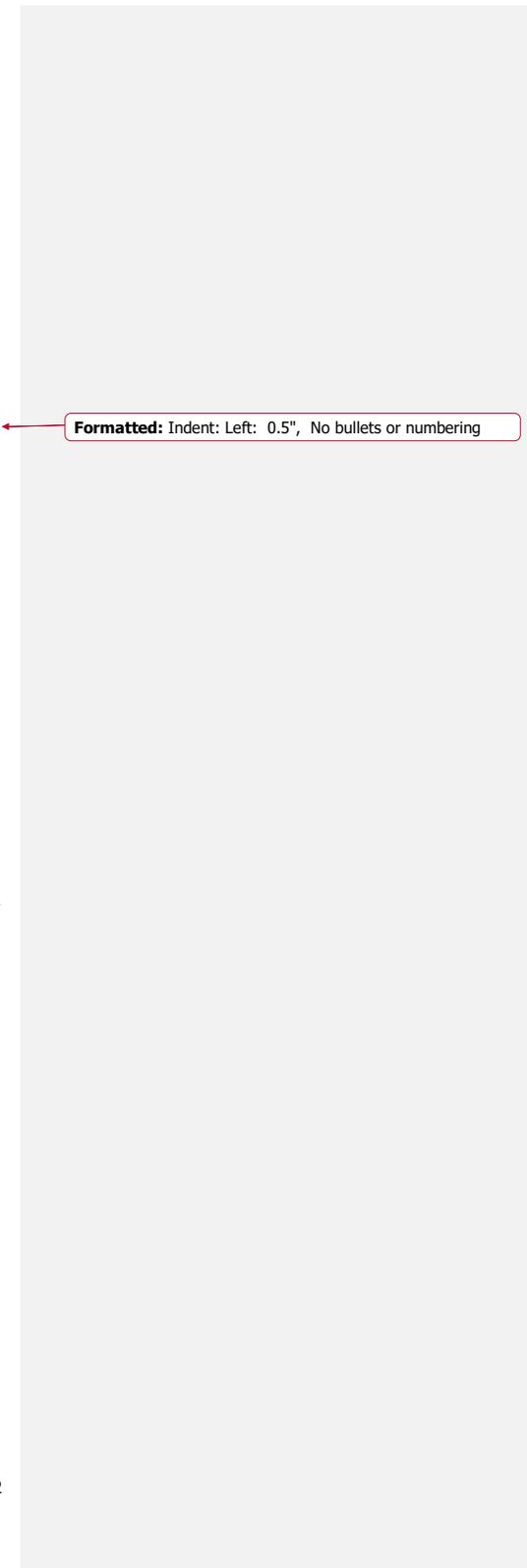
- General Knowledge of:
  - Accounting/Bookkeeping terminology, methods and procedures
  - Standard and special office procedures, practices and equipment
  - Writing and report preparation
  - Computer knowledge including MS Word and Excel
  - Must train and become a certified user of the WisVote System (Statewide Voter Registration and Election Database)
- Ability to:
  - Learn, interpret, and apply departmental policies and procedures
  - Understand and follow oral and written directions
  - Establish and follow work procedures
  - Perform mathematical computations
  - Use skill in using a variety of office machines and computer equipment and typing ability
  - Maintain confidentiality of information
  - Establish and maintain effective working relationships with those contacted in the course of work
  - Work independently in the absence of supervision

**PHYSICAL REQUIREMENTS**

The work requires the occasional exertion of up to 10 pounds of force; work regularly requires sitting, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires standing, walking, stooping, kneeling, crouching or crawling and reaching with hands and arms; work requires preparing and analyzing written or computer data; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

**QUALIFICATIONS**

At least 18 years old  
 Minimum of a high school diploma or GED  
 Associates degree and/or related clerical experience is preferred  
 Valid driver's license



Formatted: Indent: Left: 0.5", No bullets or numbering



## CITY OF LAKE GENEVA

626 Geneva Street  
Lake Geneva, WI 53147  
(262) 248-3673  
[www.CityofLakeGeneva.com](http://www.CityofLakeGeneva.com)

### Memorandum

**Date:** January 29, 2019  
**To:** Tom Hartz, Mayor  
City Council  
**From:** Nan Elder, Asst. City Clerk  
**Subject:** **DRAFT** Event Permit Recommendation

---

**Public Assembly Permit** – *\*Non-profit or Not-for-Profit (No Charge), For Profit \$25*  
(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 1,000, NO serving of alcohol in public space.

**Block Parties or use of Gazebo for 1 Hour Photo Ops:** \$75.00  
Small event limited to one street with 4 barricades in a neighborhood or gazebo in Flat Iron Park.

**Tier 1 Events:** *\*Non-profit or Not-for-Profit (No Charge), For Profit \$250*  
(Meet one or more criteria) Rolling closure of streets, public walkway, limited parking stalls or intersection closures that do not impact public use, attendance of 1,000 to 3,000, four (4) hours or less of alcohol sales or serving, majority use of a city park(s), or other municipal facility.

**Tier 2 Events:** *\*Non-profit or Not-for-Profit (No Charge), For Profit \$500*  
(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,000+, more than four (4) hours of alcohol sales or serving, and/or exclusive use of City park(s), street(s), limited parking stalls, or other municipal facility.  
**Existing Non-profit or Not-for-Profit Examples would be:** VLG Winterfest, LG Farmer's Market, BID Art Fest, VLG Concerts in the park, Art Foundation – Art in the Park, Jaycee's Easter Egg Hunt, BID Taste of LG, Jaycee's Venetian Fest, BID Maxwell Street Days, & BID Oktoberfest, & BID Ice Castle.  
Staff recommends FLR & Council consideration only for tier 2 events. All other tiers shall be approved internally by pertinent members of the leadership team.

**ALL PARKS & PUBLIC SPACES:** must be left the way it was originally found. A credit card will be required and charged should the public space incur damage or not be picked up.

\*ALL non-profits or not-for-profits must present a copy of their current Tax ID Form with EIN #.

**Note:** Seminary (includes the use of the Shelter) and Flat Iron Park (includes the use of Brunk Pavilion) have 3 available picnic tables and 10 benches which you can select as part of your event permit. Any additional picnic tables, benches, or barricades needed should be directed to a rental company.

**City of Lake Geneva  
Finance, License, & Regulation Committee  
February 5, 2019**

**Prepaid Checks**

**1/14/19-1/31/19**

**Total:**

**\$101,574.07**

**Checks over \$5,000:**

\$	<b>28,796.99</b>	<i>Prophoenix - 2019 Prophoenix Contract</i>
\$	<b>18,347.70</b>	<i>Willkomm Excavating - Main Street Reconstruction Pmt #3</i>
\$	<b>16,669.45</b>	<i>Ford of Lake Geneva - Ambulance Repairs</i>
\$	<b>6,746.45</b>	<i>WE Energies</i>
\$	<b>6,283.45</b>	<i>Squad #206 Repairs</i>
\$	<b>5,396.00</b>	<i>Geneva Auto Body - Truck #18 Bed Replacement</i>

Report Criteria:  
 Report type: Summary  
 Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
01/16/2019	69545	2442	EDWARD JONES	1,625.00
01/16/2019	69546	5371	IDEMIA IDENTITY & SECURITY	4,749.00
01/16/2019	69547	3186	PROPHOENIX	28,796.99
01/16/2019	69548	5001	VERIZON WIRELESS	334.54
01/16/2019	69549	5372	VILLAGE OF PORT JEFFERSON NY	30.00
01/16/2019	69550	1291	WILLKOMM EXCAVATING	18,347.70
Grand Totals:				53,883.23

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	.00	33,910.53-	33,910.53-
11-00-00-46900	30.00	.00	30.00
11-21-00-53800	4,749.00	.00	4,749.00
11-21-00-54500	28,796.99	.00	28,796.99
11-22-00-52210	334.54	.00	334.54
43-00-00-21100	.00	18,347.70-	18,347.70-
43-32-10-17010	18,347.70	.00	18,347.70
49-00-00-21100	.00	1,625.00-	1,625.00-
49-00-00-24200	1,625.00	.00	1,625.00
Grand Totals:	53,883.23	53,883.23-	.00

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
01/23/2019	69572	2046	ALLIANT ENERGY	3,703.94
01/23/2019	69573	2516	FORD OF LAKE GENEVA	16,669.45
01/23/2019	69574	2550	GENEVA AUTO BODY	5,396.00
01/23/2019	69575	5287	KOSTMAN, REBECCA	185.49
01/23/2019	69576	3139	PFI FASHIONS INC	22.50
01/23/2019	69577	3001	SECURIAN FINANCIAL GROUP	2,249.32
01/23/2019	69578	5001	VERIZON WIRELESS	960.53
01/23/2019	69579	5071	WE ENERGIES	6,746.45
Grand Totals:				35,933.68

## Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	.00	32,639.17-	32,639.17-
11-00-00-21340	951.48	.00	951.48
11-10-00-51330	157.06	.00	157.06
11-10-00-52450	4,782.00	.00	4,782.00
11-12-00-51340	17.74	.00	17.74
11-13-00-51340	34.58	.00	34.58
11-14-20-51340	95.54	.00	95.54
11-14-30-51340	12.39	.00	12.39
11-15-10-51340	55.24	.00	55.24
11-16-10-51340	25.76	.00	25.76
11-16-10-52240	1,712.14	.00	1,712.14
11-21-00-51340	257.79	.00	257.79
11-21-00-51380	22.50	.00	22.50
11-21-00-52210	920.52	.00	920.52
11-21-00-52220	24.85	.00	24.85
11-21-00-54150	185.49	.00	185.49
11-22-00-51330	72.18	.00	72.18
11-22-00-52240	789.84	.00	789.84
11-22-00-52400	16,669.45	.00	16,669.45
11-24-00-51340	33.65	.00	33.65
11-29-00-52210	40.01	.00	40.01
11-29-00-52220	49.33	.00	49.33
11-32-10-51340	157.16	.00	157.16
11-32-10-52220	938.80	.00	938.80
11-32-10-52240	1,797.20	.00	1,797.20
11-32-10-53510	614.00	.00	614.00
11-34-10-52220	56.64	.00	56.64
11-34-10-52230	592.11	.00	592.11
11-51-10-52240	883.39	.00	883.39
11-52-00-52220	367.67	.00	367.67
11-52-00-59220	225.67	.00	225.67
11-52-01-52240	96.99	.00	96.99

GL Account	Debit	Credit	Proof
40-00-00-21100	.00	2,378.20-	2,378.20-
40-54-10-52220	1,448.87	.00	1,448.87
40-55-10-51340	4.51	.00	4.51
40-55-10-52240	924.82	.00	924.82
42-00-00-21100	.00	47.13-	47.13-
42-34-50-51340	47.13	.00	47.13
48-00-00-21100	.00	208.70-	208.70-
48-00-00-51340	43.16	.00	43.16
48-00-00-52240	165.54	.00	165.54
61-00-00-21100	.00	89.54-	89.54-
61-00-00-92630	89.54	.00	89.54
62-00-00-21100	.00	159.22-	159.22-
62-00-00-23841	68.22	.00	68.22
62-00-00-92630	91.00	.00	91.00
99-00-00-21100	.00	411.72-	411.72-
99-00-00-51340	35.19	.00	35.19
99-00-00-52220	376.53	.00	376.53
Grand Totals:	35,933.68	35,933.68-	.00

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Report Criteria:

Report type: Summary  
 Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
01/30/2019	69643	2056	AMAZON	1,129.71
01/30/2019	69644	2104	AT&T	2,038.66
01/30/2019	69645	5242	ELDER, NAN	133.07
01/30/2019	69646	2550	GENEVA AUTO BODY	6,283.45
01/30/2019	69647	2852	LECC TRAINING FUND	80.00
01/30/2019	69648	3024	MUTUAL OF OMAHA	1,274.99
01/30/2019	69649	3092	ONE CALL NOW	543.38
01/30/2019	69650	3317	SHRED-IT	74.90
01/30/2019	69651	5104	WILS	199.00
Grand Totals:				11,757.16

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	.00	9,586.87-	9,586.87-
11-10-00-52450	6,283.45	.00	6,283.45
11-10-20-51340	962.83	.00	962.83
11-12-00-52210	69.38	.00	69.38
11-16-10-52210	527.57	.00	527.57
11-21-00-52210	632.77	.00	632.77
11-21-00-54100	80.00	.00	80.00
11-21-00-55310	74.90	.00	74.90
11-22-00-52210	221.86	.00	221.86
11-29-00-53600	543.38	.00	543.38
11-32-10-52210	190.73	.00	190.73
40-00-00-21100	.00	72.66-	72.66-
40-55-10-52210	72.66	.00	72.66
42-00-00-21100	.00	49.86-	49.86-
42-34-50-51370	16.81	.00	16.81
42-34-50-52210	33.05	.00	33.05
43-00-00-21100	.00	133.07-	133.07-
43-40-00-17010	133.07	.00	133.07
48-00-00-21100	.00	101.82-	101.82-
48-00-00-51370	29.16	.00	29.16
48-00-00-52210	72.66	.00	72.66
61-00-00-21100	.00	99.09-	99.09-
61-00-00-92625	99.09	.00	99.09
62-00-00-21100	.00	94.83-	94.83-
62-00-00-92625	94.83	.00	94.83
99-00-00-21100	.00	1,618.96-	1,618.96-
99-00-00-51370	72.27	.00	72.27
99-00-00-52110	109.78	.00	109.78
99-00-00-52210	217.98	.00	217.98
99-00-00-53100	10.99	.00	10.99
99-00-00-53500	73.92	.00	73.92

GL Account	Debit	Credit	Proof
99-00-00-54100	23.83	.00	23.83
99-00-00-54110	15.99	.00	15.99
99-00-00-54140	177.68	.00	177.68
99-00-00-55110	6.39	.00	6.39
99-00-00-55120	222.28	.00	222.28
99-00-00-55140	580.00	.00	580.00
99-00-00-57800	107.85	.00	107.85
Grand Totals:	11,757.16	11,757.16-	.00

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

**City of Lake Geneva  
Finance, License, & Regulation Committee  
February 5, 2019**

**Accounts Payable**

	<u>Fund #</u>	
1. General Fund	11	\$ 108,100.88
2. Debt Service	20	\$ -
3. TID #4	34	\$ -
4. Lakefront	40	\$ 2,593.81
5. Capital Projects	43,52	\$ 22,470.00
6. Parking	42	\$ 16,768.93
7. Cemetery	48,49	\$ 154.95
8. Equipment Replacement	50	\$ 42,599.65
9. Library Fund	99	\$ 16,835.54
10. Impact Fees	45	\$ 5,688.00
11. Tourism Commission	47	\$ 3,626.47
12. Use of Building Funds-Library	98	\$ 843.45
<b>Total All Funds</b>		<b><u><u>\$219,681.68</u></u></b>

**CITY OF LAKE GENEVA  
ACCOUNTS PAYABLE UNPAID ITEMS OVER \$5,000**

**FINANCE, LICENSE, & REGULATION COMMITTEE  
2/5/2019**

**TOTAL UNPAID ACCOUNTS PAYABLE** **\$ 219,681.68**

**ITEMS > \$5,000**

Vorpagel - Make Up Air/Exhaust 1055 Carey Street	\$ 21,595.00
Baycom, Inc - New Squad Arbitrator, Camera, Equipment, etc	\$ 16,869.00
Nyquist Engineering - 4th Quarter IT Services; AV Projects	\$ 13,192.00
Lexipol - 2019 Subscriptions	\$ 12,583.00
Inland Continental Property - Parking Lot Revenue Share/Newport West Lot	\$ 12,420.11
CDW - Licenses, Computers (Fire Dept, Police Dept)	\$ 11,404.94
Wisconsin Dept of Justice - 2019 Annual TTY Charge	\$ 9,432.00
Walworth County Public Works - December Salt	\$ 6,451.30
Prophoenix - 2019 Support	\$ 6,306.10
Dinges Fire Company - SCBA Equipment, Masks	\$ 6,128.55
Rote Oil Company - Diesel	\$ 5,737.19
Lake Geneva Utility Commission - Impact Fees	\$ 5,688.00
Balance of Other Items	\$ 91,874.49

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice Batch =

"190213","190212","190211","181231B","181231C","P81231A","P81231B","P81231C","P90219","P90228","F90228","F90227","F90219","F81231A","F81231B","F81231C","L90227","L90228","L81231A","L81231B"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
<b>A+ GRAPHICS &amp; PRINTING</b>				
22030	01/17/2019	CITY MAPS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	57.00
Total A+ GRAPHICS & PRINTING:				57.00
<b>ACL SERVICES LLC</b>				
X670-201812-0	01/01/2019	BLOOD DRAWS	11-21-00-53800 PD SPECIAL INVESTIGATIONS	69.00
Total ACL SERVICES LLC:				69.00
<b>ACTIVE911 INC</b>				
2019	01/23/2019	911 MESSAGE SYSTEM-2019	11-22-00-52620 FD-COMMUNICATION SYS MAINT FEE	520.00
Total ACTIVE911 INC:				520.00
<b>ADVANCED DISPOSAL SERVICES</b>				
A40000009991	01/15/2019	LANDFILL USE-BULK	11-36-00-52960 SOLID WASTE-STREET DEPT	744.13
Total ADVANCED DISPOSAL SERVICES:				744.13
<b>ADVANTAGE POLICE SUPPLY INC</b>				
18-1231	12/13/2018	BALLISTIC VESTS	11-21-00-57370 BODY ARMOR EXPENDITURES	3,808.00
Total ADVANTAGE POLICE SUPPLY INC:				3,808.00
<b>AURORA HEALTH CARE</b>				
1053412	01/20/2019	TB/FLU SHOTS	11-22-00-54120 TUITION REIMB PER CONTRACT	50.00
306	01/15/2019	EMP CLINIC-DEC	11-10-20-51330 HEALTH AND DENTAL CLAIMS	2,400.00
Total AURORA HEALTH CARE:				2,450.00
<b>AXON ENTERPRISE INC</b>				
SI-1569878	01/08/2019	TASERS	50-21-00-58000 POLICE EQUIPMENT PURCHASES	3,352.00
Total AXON ENTERPRISE INC:				3,352.00
<b>BADGER STATE INDUSTRIES</b>				
306-177792	01/11/2019	PAPER TOWELS,TP, TISSUE	99-00-00-53500 LIBRARY MAINT SUPPLIES	114.42
306-177933	01/18/2019	CAN LINERS	99-00-00-53500 LIBRARY MAINT SUPPLIES	130.88
Total BADGER STATE INDUSTRIES:				245.30
<b>BAKER &amp; TAYLOR</b>				
DEC 2018	12/31/2018	YOUTH SERIES	99-00-00-54110 LIBRARY YOUTH MATERIALS	79.16
DEC 2018	12/31/2018	ADULT AUDIO	99-00-00-54140 LIBRARY NONPRINT MATERIALS	33.36
DEC 2018	12/31/2018	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	95.07
DEC 2018	12/31/2018	YOUTH PAPERBACKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	22.80
DEC 2018	12/31/2018	CHILDREN'S BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	894.65

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total BAKER & TAYLOR:				1,125.04
<b>BATZNER PEST CONTROL</b>				
2614248	01/15/2019	PEST CONTROL-RIV-JAN	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	114.00
Total BATZNER PEST CONTROL:				114.00
<b>BAYCOM INC</b>				
EQUIPINV_018	01/24/2019	NEW SQUAD-ARBITRATOR,CA	50-21-00-58000 POLICE EQUIPMENT PURCHASES	16,869.00
Total BAYCOM INC:				16,869.00
<b>BAYSCAN TECHNOLOGIES</b>				
59192	01/09/2019	THERMAL RECEIPT PAPER	99-00-00-55110 LIBRARY CIRCULATION SUPPLIES	516.00
Total BAYSCAN TECHNOLOGIES:				516.00
<b>BEARINGS INC SOUTH</b>				
62652	01/10/2019	BELTS-LEAF WAGON	48-00-00-53510 CEM VEHICLE MAINT/REPAIR	31.68
62703	01/17/2019	BELTS-LEAF WAGON	48-00-00-53510 CEM VEHICLE MAINT/REPAIR	33.27
Total BEARINGS INC SOUTH:				64.95
<b>BEK SPECIALTIES</b>				
18000	01/09/2019	RESTROOM SIGNAGE	99-00-00-52500 LIBRARY BLDG REPAIR	158.00
Total BEK SPECIALTIES:				158.00
<b>BEST TRUCK REPAIR INC</b>				
29431	01/29/2019	CONTROL VALVE-TRK #27	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	95.00
Total BEST TRUCK REPAIR INC:				95.00
<b>BLACK POINT ESTATE &amp; GARDENS</b>				
017	11/14/2018	ADULT PROGRAM-1/27/19	99-00-00-54150 LIBRARY PROGRAMS	25.00
Total BLACK POINT ESTATE & GARDENS:				25.00
<b>BOUND TREE MEDICAL LLC</b>				
83057921	12/11/2018	GLOVES,ELECTRODE PADS,WI	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	202.93
83068978	12/26/2018	GLUCOSE TEST STRIPS	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	101.97
83079471	01/08/2019	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	146.95
Total BOUND TREE MEDICAL LLC:				451.85
<b>BUMPER TO BUMPER AUTO PARTS</b>				
1-354487	01/19/2019	HYD FITTING-PLOW#27	11-32-12-53510 EQUIP MAINT SUPPL-SNOW & ICE	122.53
1-354492	01/19/2019	HYD FITTING-PLOW #27	11-32-12-53510 EQUIP MAINT SUPPL-SNOW & ICE	165.24
1-354693	01/23/2019	SKIDSTEER-BOBCAT	11-32-12-53510 EQUIP MAINT SUPPL-SNOW & ICE	144.97
662401215	01/02/2019	HEADLIGHT	11-22-00-53510 EQUIP MAINT SUPPLIES-FIRE DEPT	15.59
662-401817	01/11/2019	WIRE TERMINALS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	4.18
662-402052	01/16/2019	AIR LINE COUPLERS-1055	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	12.88
662-402127	01/18/2019	BRAKE PADS-TRK#18	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	71.39
662-402146	01/18/2019	FUEL LINE-SWEEPER#32	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	22.25
662-402228	01/18/2019	WIPER BLADE-PLOW TRK	11-32-12-53510 EQUIP MAINT SUPPL-SNOW & ICE	14.78
662-402329	01/22/2019	WIPER BLADES-TRK#125	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	63.96

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
662-402660	01/28/2019	SILICONE-TRK #11 DOOR	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	5.09
662-402728	01/29/2019	DIESEL ADDITIVE	11-22-00-53510 EQUIP MAINT SUPPLIES-FIRE DEPT	49.44
Total BUMPER TO BUMPER AUTO PARTS:				692.30
<b>BUTSCHER, MICHAEL E</b>				
01042019	01/04/2019	RESTITUTION PD-URIEL BUTLE	11-12-00-45100 COURT PENALTIES & FINES	60.00
Total BUTSCHER, MICHAEL E:				60.00
<b>CASPER'S TRUCK EQUIPMENT</b>				
0032016-IN	09/28/2018	CONTROLLER-TRK #16	11-32-12-52500 SNOW & ICE CONTROL-REPAIRS	849.95
Total CASPER'S TRUCK EQUIPMENT:				849.95
<b>CDW GOVERNMENT INC</b>				
5178148-F	12/28/2018	MICROSOFT OFFICE LICENSES	50-22-00-58000 FIRE EQUIPMENT PURCHASES	529.68
5178148-P	12/28/2018	MICROSOFT OFFICE LICENSE-	50-21-00-58000 POLICE EQUIPMENT PURCHASES	264.84
QLB5753	12/18/2018	WI-FI HOTSPOTS	50-22-00-58000 FIRE EQUIPMENT PURCHASES	311.88
QMF7768	12/26/2018	DESKTOP	50-22-00-58000 FIRE EQUIPMENT PURCHASES	573.55
QMG6372	12/26/2018	LAPTOP	50-22-00-58000 FIRE EQUIPMENT PURCHASES	1,213.38
QNV9612	01/04/2019	CABLES	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	34.66
QNV9612	01/04/2019	CPR-IT UPGRADES	11-22-00-56100 CPR CLASS PAY	63.09
QNZ5539	01/04/2019	EMS COMPUTERS	50-22-00-58000 FIRE EQUIPMENT PURCHASES	4,503.28
QTC2370	01/22/2019	PHONES	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	395.04
QTL3567	01/22/2019	DETECTIVE COMP WORKSTATI	50-21-00-58000 POLICE EQUIPMENT PURCHASES	3,515.54
Total CDW GOVERNMENT INC:				11,404.94
<b>CES</b>				
LKG/052708	12/26/2018	EXTERIOR LIGHTING	11-22-00-52410 FIREHOUSE REPAIRS	300.00
LKG/052850	01/07/2019	FIRE DEPT NE ENTRY DOOR	11-22-00-52410 FIREHOUSE REPAIRS	124.91
LKG/052947	01/10/2019	BULBS-PARKING LOT	11-34-10-52610 STREET LIGHTS REPAIRS	150.00
Total CES:				574.91
<b>CINTAS CORP</b>				
5012782818	01/15/2019	1ST AID CABINET RESTOCK	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	43.13
Total CINTAS CORP:				43.13
<b>CINTAS FIRE PROTECTION</b>				
0F36601918	01/07/2019	ANNUAL ALARM INSPECTION	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	394.37
Total CINTAS FIRE PROTECTION:				394.37
<b>CITY OF WAUWATOSA</b>				
DUES-2019	01/10/2019	WI ALPR DUES-2019	11-21-00-53990 PD MISCELLANEOUS EXP	100.00
Total CITY OF WAUWATOSA:				100.00
<b>CLEAN AIR CONCEPTS</b>				
PSI18-1409	12/31/2018	MAGNEGRIP RECEIVER	11-22-00-52410 FIREHOUSE REPAIRS	140.00
Total CLEAN AIR CONCEPTS:				140.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
<b>COMPLETE OFFICE OF WISCONSIN</b>				
21094	01/24/2019	POCKET FILES	11-21-00-53100 PD OFFICE SUPPLIES	27.68
8077	01/10/2019	MOUSEPAD,PEN	11-21-00-53100 PD OFFICE SUPPLIES	27.23
Total COMPLETE OFFICE OF WISCONSIN:				54.91
<b>CONWAY SHIELD</b>				
0434327-IN	01/31/2019	SCBA COMPRESSOR MAINT	11-22-00-58200 STATE MANDATED EQUIP TESTING	509.50
Total CONWAY SHIELD:				509.50
<b>DATA EQUIPMENT SERVICES</b>				
1108	01/15/2019	MODEM SVC-JAN	42-34-50-52210 TELEPHONE EXPENSE	990.00
1108	01/15/2019	MODEM SVC-JAN	40-54-10-53400 LUKE OPERATING AND CC EXP	45.00
Total DATA EQUIPMENT SERVICES:				1,035.00
<b>DEMCO</b>				
6528334	01/11/2019	FOIL,LABELS,LAMINATE	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	245.54
Total DEMCO:				245.54
<b>DINGES FIRE COMPANY</b>				
50226	09/12/2018	MASKS-5	50-22-00-58000 FIRE EQUIPMENT PURCHASES	2,383.75
50311	09/13/2018	SCBA HUD TRANSDUCER	50-22-00-58000 FIRE EQUIPMENT PURCHASES	1,945.00
51728	11/09/2018	SCBA HUD RECEIVER	50-22-00-58000 FIRE EQUIPMENT PURCHASES	1,505.00
52799	12/27/2018	GLOVES-5 PAIR	50-22-00-58000 FIRE EQUIPMENT PURCHASES	294.80
Total DINGES FIRE COMPANY:				6,128.55
<b>DUNN LUMBER &amp; TRUE VALUE</b>				
746563	12/26/2018	PAINT MATERIALS	99-00-00-53500 LIBRARY MAINT SUPPLIES	18.98
747614	01/10/2019	FILE CABINET LOCK	99-00-00-53500 LIBRARY MAINT SUPPLIES	17.58
747935	01/14/2019	WIRE-DISC GOLF CLOSURE	11-52-00-53520 GROUNDS MAINT SUPPLIES	17.98
747949	01/14/2019	RUBBER HOSE-1065	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	69.99
747970	01/14/2019	PAINT SUPPLIES-GARBAGE CA	11-52-00-53520 GROUNDS MAINT SUPPLIES	16.75
747974	01/14/2019	FUEL-SMALL TOOLS	11-22-00-53410 FD FUEL EXPENSE	24.99
747980	01/14/2019	OIL DRAIN PUMP	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	33.30
748008	01/15/2019	ANTI-FREEZE-SWEEPER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	7.98
748018	01/15/2019	OIL DRAIN PUMP	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	13.44
748025	01/15/2019	ANTI-FREEZE-TRUCKS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	11.97
748105	01/15/2019	TANK FLAPPER-1055	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	25.96
748174	01/16/2019	DRILL BITS,NUTS,BOLTS	11-34-10-52610 STREET LIGHTS REPAIRS	6.44
748256	01/17/2019	PADLOCKS REF CABINETS	99-00-00-53500 LIBRARY MAINT SUPPLIES	17.99
748354	01/17/2019	DRILL BITS,SCREWS,CAULK	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	25.76
748396	01/18/2019	PICTURE HANGERS	99-00-00-53500 LIBRARY MAINT SUPPLIES	1.99
748403	01/18/2019	NUTS,BOLTS-LOADER#29	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	7.17
748837	01/24/2019	CHAINSAW CHAIN/BAR	11-32-13-54300 TREE & BRUSH OPERATING SUPPLY	492.06
748914	01/25/2019	HEATERS-RIV	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	152.95
749029	01/29/2019	HYD FITTING-TRK #30	11-32-12-52500 SNOW & ICE CONTROL-REPAIRS	2.79
749116	01/29/2019	DOOR HINGES	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	9.49
749208	01/30/2019	DOOR HANDLE-RESTROOM	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	3.29
K48658	01/22/2019	TUBE	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	1.18
Total DUNN LUMBER & TRUE VALUE:				980.03

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
<b>ELKHORN CHEMICAL CO INC</b>				
607193	01/14/2019	BLADE KIT-FLOOR MACH	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	115.00
607244	01/14/2019	SQUEEGEE BLADES-2ND FLOO	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	20.00
Total ELKHORN CHEMICAL CO INC:				135.00
<b>ELKHORN NAPA AUTO PARTS</b>				
142001	01/10/2019	OIL FILTER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	3.83
142737	01/18/2019	BLISTER PACK-SWEEPER#35	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	36.00
143122	01/22/2019	PLOW PARTS,HYD FLUID-TRK#	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	106.00
143684	01/26/2019	FUEL ADDITIVE,FILTER	11-32-12-53510 EQUIP MAINT SUPPL-SNOW & ICE	138.53
144196	01/30/2019	FUEL FILTERS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	42.80
144201	01/30/2019	OIL FILTER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	32.87
Total ELKHORN NAPA AUTO PARTS:				360.03
<b>EMERGENCY APPARATUS MAINT</b>				
104047	12/31/2018	BRAKES-AMB#2	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	305.64
Total EMERGENCY APPARATUS MAINT:				305.64
<b>ENVISIONWARE INC</b>				
INV-US-39690	12/12/2018	ANNUAL MAINTENANCE	99-00-00-55100 LIBRARY SIRSI	762.82
Total ENVISIONWARE INC:				762.82
<b>EVERGREEN SEPTIC SERVICE LLC</b>				
3423	12/18/2018	CLEAN GREASE TRAP	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	251.00
Total EVERGREEN SEPTIC SERVICE LLC:				251.00
<b>FIRE-RESCUE SUPPLY LLC</b>				
7967	01/04/2019	EXTRACTION TOOL MAINT	11-22-00-58200 STATE MANDATED EQUIP TESTING	935.00
Total FIRE-RESCUE SUPPLY LLC:				935.00
<b>FLOWER, JIM</b>				
MILEAGE-12/1	12/01/2018	99 MILES-C/E	11-24-00-53300 BLDG INSPECTOR TRAVEL-MILEAGE	53.96
Total FLOWER, JIM:				53.96
<b>FORD OF LAKE GENEVA</b>				
66717	12/22/2018	TIRE RPR-#204	11-21-00-53610 PD EQUIP MAINT SERV COSTS	36.72
66761	12/28/2018	OIL CHG,BRAKE RPR-#205	11-21-00-53610 PD EQUIP MAINT SERV COSTS	306.87
66843	01/04/2019	OIL CHG-#204	11-21-00-53610 PD EQUIP MAINT SERV COSTS	28.94
66854	01/05/2019	IGNITION COIL REPAIR-#203	11-21-00-53610 PD EQUIP MAINT SERV COSTS	528.73
66990	01/17/2019	IGNITION,SPARK PLUG REPAIR	11-21-00-53610 PD EQUIP MAINT SERV COSTS	532.54
66991	01/17/2019	INSPECTION-C4	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	100.43
67021	01/18/2019	OIL CHANGE-C3	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	188.24
67147	01/28/2019	OIL CHANGE-CAR 1	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	30.09
Total FORD OF LAKE GENEVA:				1,752.56
<b>FOREMOST ELECTRIC LLC</b>				
4352	01/22/2019	ELEC UPGRADES-CONF ROOM	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	773.20

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total FOREMOST ELECTRIC LLC:				773.20
<b>FOSTER COACH SALES INC</b>				
15930	12/21/2018	IDLER-AMB#2	50-22-00-58000 FIRE EQUIPMENT PURCHASES	740.00
Total FOSTER COACH SALES INC:				740.00
<b>FOUR SEASONS FLOORING INC</b>				
2108	01/16/2019	BREAKROOM CARPET REPAIR	11-21-00-53420 PD SPECIAL EQUIPMENT	208.33
Total FOUR SEASONS FLOORING INC:				208.33
<b>FRED WALLING</b>				
REIMB-1/19	01/14/2019	LWM-206 MILES	11-24-00-53300 BLDG INSPECTOR TRAVEL-MILEAGE	119.48
REIMB-1/19	01/14/2019	LWM-OSTHOFF	11-24-00-53310 BLDG INSP-MEALS & LODGING	82.00
REIMB-1/19	01/14/2019	LWM-MEALS	11-24-00-53310 BLDG INSP-MEALS & LODGING	29.82
Total FRED WALLING:				231.30
<b>GALLS LLC</b>				
011552009	12/19/2018	BREWER-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	77.23
011552012	12/19/2018	HUGHES-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	44.99
011587894	12/26/2018	HUGHES-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	77.31
011587902	12/26/2018	MMG-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	63.38
011608110	12/28/2018	SOTO-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	49.99
Total GALLS LLC:				312.90
<b>GAPPA SECURITY SOLUTIONS LLC</b>				
17394	01/11/2019	KEYS-PADLOCK,ENTRY	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	57.25
Total GAPPA SECURITY SOLUTIONS LLC:				57.25
<b>GEAR WASH LLC</b>				
14791	12/21/2018	TURNOUT GEAR INSP	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	59.94
14792	12/21/2018	TURNOUT GEAR REPAIR	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	392.65
Total GEAR WASH LLC:				452.59
<b>GENERAL COMMUNICATIONS INC</b>				
257418	07/16/2018	RADIO,MIC,ANTENNA	11-22-00-52620 FD-COMMUNICATION SYS MAINT FEE	504.00
Total GENERAL COMMUNICATIONS INC:				504.00
<b>GENERAL FIRE EQUIPMENT CO</b>				
140110	12/21/2018	SQUAD LIGHTS	11-21-00-53610 PD EQUIP MAINT SERV COSTS	1,079.75
Total GENERAL FIRE EQUIPMENT CO:				1,079.75
<b>GENEVA ONLINE INC</b>				
1075615	01/02/2019	EMAIL SVC-JAN	11-21-00-52210 PD TELEPHONE EXPENSE	39.00
Total GENEVA ONLINE INC:				39.00
<b>GENEVA PAINT STORE</b>				
40522	12/28/2018	PAINT BRUSH HANDLE	11-21-00-53420 PD SPECIAL EQUIPMENT	8.27

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total GENEVA PAINT STORE:				8.27
<b>GINA MARTINELLI</b>				
011019	01/10/2019	MARTINELLI-SEC DEP 11/2/19	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
011019	01/10/2019	MARTINELLI-CANCEL 11/2/19	40-55-10-46740 UPPER RIVIERA REVENUE	100.00
Total GINA MARTINELLI:				900.00
<b>GIRAFFE ELECTRIC II INC</b>				
18-799	12/28/2018	LED CONVERSION	98-00-00-54170 USE OF BUILDING FUNDS	843.45
18-799	12/28/2018	LED CONVERSION	99-00-00-52500 LIBRARY BLDG REPAIR	56.55
18-800	12/28/2018	LED CONVERSION	99-00-00-52500 LIBRARY BLDG REPAIR	165.00
18-801	12/28/2018	LED CONVERSION	99-00-00-52500 LIBRARY BLDG REPAIR	90.00
19006	01/23/2019	ELECTRIC PANEL-1055 CAREY	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	945.00
Total GIRAFFE ELECTRIC II INC:				2,100.00
<b>GLOBAL IMPORTS INC</b>				
415336	09/28/2018	THERMAL CAMERA BATTERIES	11-22-00-53400 OPERATING SUPPLIES	134.02
415799	10/10/2018	FLASHLIGHT BATTERIES	11-22-00-53400 OPERATING SUPPLIES	136.38
Total GLOBAL IMPORTS INC:				270.40
<b>GREAT AMERICA FINANCIAL SERVICES</b>				
23960700	12/24/2018	BIZ HUB-DEC	11-22-00-53400 OPERATING SUPPLIES	215.09
Total GREAT AMERICA FINANCIAL SERVICES:				215.09
<b>HE STARK AGENCY INC</b>				
608EMS-CUR	12/31/2018	COLLECTION FEES-DEC	11-22-00-46240 FIRE/EMS BILLING REVENUE	272.22
Total HE STARK AGENCY INC:				272.22
<b>HENRICKSEN</b>				
88090725	12/28/2018	ADMIN WORK STATION	11-21-00-53610 PD EQUIP MAINT SERV COSTS	3,802.10
Total HENRICKSEN:				3,802.10
<b>HENRY SCHEIN INC</b>				
61161186	01/11/2019	GLOVES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	191.40
Total HENRY SCHEIN INC:				191.40
<b>HOME ELECTRIC LLC</b>				
9639	01/08/2019	FIX ELEC BOX-ADMIN DESK	11-21-00-53420 PD SPECIAL EQUIPMENT	94.15
Total HOME ELECTRIC LLC:				94.15
<b>HOTSY CLEANING SYSTEMS INC</b>				
0127275-IN	01/18/2019	PRESSURE WASHER REPAIR	11-32-10-52400 ST DEPT BUILDING REPAIRS	473.61
Total HOTSY CLEANING SYSTEMS INC:				473.61
<b>INITIAL DESIGNS EMBROIDERY</b>				
7266	12/28/2018	UNIFORM EMBROIDERY	11-22-00-51380 FIRE DEPT UNIFORMS	39.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total INITIAL DESIGNS EMBROIDERY:				39.00
<b>INLAND CONTINENTAL PROPERTY</b>				
2018	01/22/2019	2018 NEWPORT WEST LOT	42-34-50-58500 PARKING LOT REV SHARE	12,420.11
Total INLAND CONTINENTAL PROPERTY:				12,420.11
<b>INTOXIMETERS INC</b>				
616681	01/07/2019	INTOXIMETERS	50-21-00-58000 POLICE EQUIPMENT PURCHASES	1,780.00
Total INTOXIMETERS INC:				1,780.00
<b>ITU ABSORB TECH INC</b>				
7162902	01/11/2019	MATS	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	98.52
7171961	01/25/2019	MATS	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	98.52
7171963	01/25/2019	MATS,MOPS,FRAGRANCE	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	90.41
Total ITU ABSORB TECH INC:				287.45
<b>JAMES IMAGING SYSTEMS INC</b>				
870507	12/31/2018	TOSH ES3555C-DEC	11-21-00-55310 COPY MACHINE & SHREDDING SVC	158.93
870508	12/31/2018	TOSH ES357-DEC	11-21-00-55310 COPY MACHINE & SHREDDING SVC	32.27
878113	01/18/2019	TOSH ES3555C-JAN	11-21-00-55310 COPY MACHINE & SHREDDING SVC	105.28
878114	01/18/2019	TOSH ES357-JAN	11-21-00-55310 COPY MACHINE & SHREDDING SVC	33.65
Total JAMES IMAGING SYSTEMS INC:				330.13
<b>JANI-KING OF MILWAUKEE</b>				
MIL01190360	01/01/2019	CLEANING-JAN	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	1,203.00
MIL02190361	02/01/2019	CLEANING-FEB	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	1,227.06
MIL12180662	12/20/2018	CLEANING - EXTRA WEEKEND	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	48.00
Total JANI-KING OF MILWAUKEE:				2,478.06
<b>JEFFERSON FIRE &amp; SAFETY INC</b>				
IN100773	12/19/2018	TURNOUT GEAR	50-22-00-58000 FIRE EQUIPMENT PURCHASES	2,817.95
Total JEFFERSON FIRE & SAFETY INC:				2,817.95
<b>JERRY WILLKOMM INC</b>				
385043	01/09/2019	DIESEL DEF-STREETS/FD	11-32-10-53410 VEHICLE-FUEL & OIL	122.10
Total JERRY WILLKOMM INC:				122.10
<b>JOHNSON CONTROLS</b>				
85518756	01/08/2019	REPAIR ATTIC PIPE LEAK	11-16-10-52400 CITY HALL BUILDING REPAIRS	1,360.00
85534332	01/15/2019	SPRINKLER SYSTEM REPAIR	11-16-10-52400 CITY HALL BUILDING REPAIRS	1,265.00
Total JOHNSON CONTROLS:				2,625.00
<b>JUNIOR LIBRARY GUILD</b>				
446962	01/23/2019	MTHLY BOOK SUBSCR	99-00-00-54110 LIBRARY YOUTH MATERIALS	210.60
Total JUNIOR LIBRARY GUILD:				210.60

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
<b>KAESTNER AUTO ELECTRIC CO</b>				
323625	01/10/2019	SAFETY GLASS	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	59.25
323625	01/10/2019	SAW BLADES,BARREL CART	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	286.84
324021	01/21/2019	STROBE-TRK #22	11-32-12-53510 EQUIP MAINT SUPPL-SNOW & ICE	269.00
Total KAESTNER AUTO ELECTRIC CO:				615.09
<b>KAPUR &amp; ASSOCIATES INC</b>				
96421	12/11/2018	CITY MAP	11-22-00-53400 OPERATING SUPPLIES	79.00
Total KAPUR & ASSOCIATES INC:				79.00
<b>KOCOUREK PROPERTY HOLDINGS LLC</b>				
2018	01/22/2019	2018 SHARE-NORTH SHORE L	42-34-50-58500 PARKING LOT REV SHARE	2,822.97
Total KOCOUREK PROPERTY HOLDINGS LLC:				2,822.97
<b>KUNES COUNTRY FORD</b>				
63644	12/20/2018	OIL CHANGE-AMB#2	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	115.43
Total KUNES COUNTRY FORD:				115.43
<b>LABELVALUE.COM</b>				
LV-610055	01/16/2019	SPINE LABELS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	65.22
Total LABELVALUE.COM:				65.22
<b>LAKE GENEVA JAYCEES</b>				
REFUND 1/19/	01/29/2019	LG JAYCEES-SEC DEP 1/19/19	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
REFUND 1/19/	01/29/2019	LG JAYCEES-SEC GRD,SETUP-	40-55-10-46740 UPPER RIVIERA REVENUE	572.44
Total LAKE GENEVA JAYCEES:				427.56
<b>LAKE GENEVA UTILITY</b>				
111 MURRAY	01/10/2019	111 MURRAY DR	45-00-00-24520 WATER IMPACT FEES	2,704.00
111 MURRAY	01/10/2019	111 MURRAY DR	45-00-00-24530 SEWER IMPACT FEES	2,984.00
Total LAKE GENEVA UTILITY:				5,688.00
<b>LAKWOOD FILTERS INC</b>				
00119767	01/03/2019	FILTER CHANGES	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	252.25
Total LAKEWOOD FILTERS INC:				252.25
<b>LAMPS PLUS INC</b>				
5211	01/18/2019	BLUE PENDANT-REC RM	99-00-00-52500 LIBRARY BLDG REPAIR	106.20
534220848	12/26/2018	LOBBY & DESK LAMPS	99-00-00-52110 GENERAL ADMIN EXPENSES	189.88
Total LAMPS PLUS INC:				296.08
<b>LANGE ENTERPRISES INC</b>				
67993	01/14/2019	"ALERT" SIGNS	11-34-10-53750 TRAFFIC CONTROL STREET SIGNS	212.25
Total LANGE ENTERPRISES INC:				212.25
<b>LARK UNIFORM OUTFITTERS INC</b>				
279009	11/20/2018	UNIFORM INITIAL ISSUE-GREE	11-21-00-51390 PART TIME UNIFORM EXPENSE	255.95

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
280893	12/18/2018	UNIFORM-WISNIEWSKI	11-21-00-51380 PD UNIFORM ALLOWANCE	84.85
281791	01/05/2019	UNIFORM-WAY	11-21-00-51380 PD UNIFORM ALLOWANCE	518.60
282626	01/19/2019	UNIFORM-NELSON	11-21-00-51380 PD UNIFORM ALLOWANCE	247.95
282626	01/19/2019	UNIFORM-HANSEN	11-21-00-51380 PD UNIFORM ALLOWANCE	129.95
282626	01/19/2019	UNIFORM-RESERVES/INITIAL J	11-21-00-51390 PART TIME UNIFORM EXPENSE	389.85
Total LARK UNIFORM OUTFITTERS INC:				1,627.15
<b>LASER ELECTRIC SUPPLY</b>				
1466944-00	01/03/2019	LED LIGHTS-1065	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	416.22
1467110-00	01/10/2019	BENCH LIGHTS	11-52-01-53500 BLDG MAINT & REPAIR	60.32
1467110-00	01/10/2019	LIGHTS-4	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	53.52
1467110-01	01/17/2019	PATIO LIGHTS	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	60.32
1467244-00	01/17/2019	LOT BULBS	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	83.35
Total LASER ELECTRIC SUPPLY:				673.73
<b>LEXIPOL LLC</b>				
27033	12/13/2018	LEXIPOL SUBSCRIPTION-2019	11-22-00-54550 LEXIPOL	5,374.00
27624	01/15/2019	LEXIPOL-2019 SUBSC	11-21-00-54100 PD TRAINING EXPENSES	3,604.50
27624	01/15/2019	LEXIPOL-2019 SUBSC	11-21-00-53050 DATA PROCESSING	3,604.50
Total LEXIPOL LLC:				12,583.00
<b>LIVING AS A LEADER</b>				
LAAL12498	01/15/2019	TRAINING-HINZPETER	11-21-00-54150 TUITION & BOOKS PER CONTRACT	1,425.00
Total LIVING AS A LEADER:				1,425.00
<b>M.M. SCHRANZ ROOFING, INC</b>				
4942	12/27/2018	ROOF MAINTENANCE	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	1,202.00
Total M.M. SCHRANZ ROOFING, INC:				1,202.00
<b>MABAS DIVISION 103</b>				
2018 BANQUE	12/31/2018	2018 BANQUET	11-22-00-53990 FIRE MISCELLANEOUS EXP	40.00
2018 DUES	12/31/2018	2018 DUES	11-22-00-53990 FIRE MISCELLANEOUS EXP	100.00
Total MABAS DIVISION 103:				140.00
<b>MAILFINANCE</b>				
N7545835	01/24/2019	METER LEASE-DEC-FEB	11-16-10-55320 CH POSTAGE METER RENT & EXP	891.60
Total MAILFINANCE:				891.60
<b>MALEK &amp; ASSOCIATES CONSULTANTS</b>				
5901	12/27/2018	PLAN REVIEW-LG CHURCH	11-22-00-57500 SPRINKLER SYSTEMS EXPENSES	610.00
Total MALEK & ASSOCIATES CONSULTANTS:				610.00
<b>MARED MECHANICAL</b>				
7214	01/15/2019	PREV MAINT-JAN	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	780.00
Total MARED MECHANICAL:				780.00
<b>MARTIN GROUP</b>				
1243421	12/20/2018	KONICA20-DEC	11-21-00-55310 COPY MACHINE & SHREDDING SVC	16.30

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
1244610	01/22/2019	KONICA 20-JAN	11-21-00-55310 COPY MACHINE & SHREDDING SVC	16.30
Total MARTIN GROUP:				32.60
<b>MIDWEST DOOR COMPANY</b>				
2936	01/07/2019	GARAGE DOOR REPAIR-1070 C	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	90.00
Total MIDWEST DOOR COMPANY:				90.00
<b>MIDWEST TAPE</b>				
12/12/18-ADUL	01/02/2019	ADULT DVDS	99-00-00-54140 LIBRARY NONPRINT MATERIALS	224.16
12/17/18-YOUT	01/02/2019	YOUTH DVDS	99-00-00-54110 LIBRARY YOUTH MATERIALS	234.63
Total MIDWEST TAPE:				458.79
<b>NEXT DOOR PUB</b>				
2001 (1)	09/09/2018	LUNCH-TRAINING BURN	11-22-00-53990 FIRE MISCELLANEOUS EXP	86.05
Total NEXT DOOR PUB:				86.05
<b>NOVUS GLASS MADISON</b>				
GLS0015486	01/22/2019	WINDSHIELD-TRK#20	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	325.00
Total NOVUS GLASS MADISON:				325.00
<b>NYQUIST ENGINEERING</b>				
1201	12/17/2018	4TH QTR IT SVCS	11-21-00-53050 DATA PROCESSING	1,013.18
1201	12/17/2018	4TH QTR IT SVCS	11-21-00-53610 PD EQUIP MAINT SERV COSTS	62.50
1201	12/17/2018	4TH QTR IT SVCS	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	2,242.61
1201	12/17/2018	4TH QTR IT SVCS	11-21-00-53800 PD SPECIAL INVESTIGATIONS	107.99
1202	12/17/2018	4TH QTR IT SVCS	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	626.47
1202	12/17/2018	4TH QTR IT SVCS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	402.30
1202	12/17/2018	AV PROJECTS	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	3,862.57
1202	12/17/2018	4TH QTR IT SVCS	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	2,337.50
1203	12/17/2018	4TH QTR IT SVCS	11-22-00-56100 CPR CLASS PAY	2,536.88
Total NYQUIST ENGINEERING:				13,192.00
<b>ODLAND, BRIANNA L</b>				
01082019	01/08/2019	OVERPAY-PARKING TX #34954	11-12-00-45100 COURT PENALTIES & FINES	25.00
Total ODLAND, BRIANNA L:				25.00
<b>OFFICE DEPOT</b>				
248779353001	12/21/2018	1099 FORMS-2018	11-15-10-53100 ACCTG OFFICE SUPPLIES	49.98
248794446001	12/19/2018	W-2 ENVELOPES-2018	11-15-10-53100 ACCTG OFFICE SUPPLIES	71.97
249109355001	12/19/2018	LITERATURE HOLDERS	11-14-20-53100 CITY ADMIN OFFICE SUPPLIES	19.10
249109355001	12/19/2018	BOARD CLEANER,WIPES	11-15-10-53100 ACCTG OFFICE SUPPLIES	15.34
254251433001	01/04/2019	COPY PAPER	11-14-30-53100 CITY CLERK OFFICE SUPPLIES	61.02
254251433001	01/04/2019	COPY PAPER	11-24-00-53100 BLDG INSPECTOR OFFICE SUPPLIES	30.51
254251433001	01/04/2019	COPY PAPER	42-34-50-53100 OFFICE SUPPLIES	30.51
254251433001	01/04/2019	COPY PAPER, LABELS,FOLDER	11-15-10-53100 ACCTG OFFICE SUPPLIES	111.02
254251862001	01/04/2019	"DRAFT" STAMP	11-14-20-53100 CITY ADMIN OFFICE SUPPLIES	10.49
256802316001	01/09/2019	TONER,POST ITS,SCISSORS	11-15-10-53100 ACCTG OFFICE SUPPLIES	167.97
256802316001	01/09/2019	TISSUE	11-16-10-53100 CITY HALL OFFICE SUPPLIES	18.20
256811047001	01/09/2019	LETTER OPENER,"SIGN HERE"	11-15-10-53100 ACCTG OFFICE SUPPLIES	5.72
256811048001	01/17/2019	"SIGN HERE" TAGS	11-15-10-53100 ACCTG OFFICE SUPPLIES	4.49

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
257556771001	01/10/2019	DVDS	11-21-00-53100 PD OFFICE SUPPLIES	76.48
257964704001	01/10/2019	LETTER OPENER-CREDIT	11-15-10-53100 ACCTG OFFICE SUPPLIES	1.23
258173648001	01/11/2019	COPY PAPER	11-21-00-53100 PD OFFICE SUPPLIES	2.97
Total OFFICE DEPOT:				674.54
<b>OFFICE PRO INC</b>				
0331212-001	01/11/2019	EAR PLUGS	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	56.70
Total OFFICE PRO INC:				56.70
<b>OSTHOFF RESORT</b>				
01-17-2019	01/17/2019	LWMBI CONF 4/23-4/26	11-24-00-53320 CONFERENCES & SCHOOL	246.00
Total OSTHOFF RESORT:				246.00
<b>PAINTING SOLUTIONS LLC</b>				
265	12/31/2018	INTERIOR PAINTING	99-00-00-52500 LIBRARY BLDG REPAIR	7,785.00
266	12/31/2018	PAINTING-PUBLIC RESTROOM	99-00-00-52500 LIBRARY BLDG REPAIR	300.00
Total PAINTING SOLUTIONS LLC:				8,085.00
<b>PATS SERVICES INC</b>				
A-172887	01/17/2019	PORT A POTTY SVC-JAN	48-00-00-52260 CEM WATER/SEWER EXP	90.00
Total PATS SERVICES INC:				90.00
<b>PFI FASHIONS INC</b>				
243168	10/12/2018	JACKET EMBR-RESERVES	11-21-00-51390 PART TIME UNIFORM EXPENSE	7.00
Total PFI FASHIONS INC:				7.00
<b>PROPHOENIX</b>				
2019029	01/01/2019	PROPHOENIX SUPPORT-2019	11-22-00-54600 PRO PHOENIX SUPPORT CONTRACT	6,306.10
Total PROPHOENIX:				6,306.10
<b>QUILL CORPORATION</b>				
4077385	01/09/2019	FLASH DRIVES,PENCIL SHARP	11-21-00-53100 PD OFFICE SUPPLIES	75.23
4510616	01/23/2019	CHAIRMATS,ALCOHOL PREP P	11-21-00-53100 PD OFFICE SUPPLIES	235.29
Total QUILL CORPORATION:				310.52
<b>R&amp;M SPECIALTIES LTD</b>				
68912	01/24/2019	RIVIERA PROMO BANNERS	43-40-00-17010 RIVIERA RENOVATION	850.00
Total R&M SPECIALTIES LTD:				850.00
<b>R&amp;R INSURANCE SERVICES INC</b>				
1993173	01/08/2019	W/C INS-AUDIT 2018	11-10-10-55160 WORKERS COMPENSATION	2,981.00
Total R&R INSURANCE SERVICES INC:				2,981.00
<b>REILLY MATELSKI</b>				
01/23/2019	01/23/2019	BIZ/POST CARDS-RIV PROMO	43-40-00-17010 RIVIERA RENOVATION	25.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total REILLY MATELSKI:				25.00
<b>RHYME BUSINESS PRODUCTS</b>				
24060185	01/14/2019	SHARP-MX-3070N-JAN	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	354.13
AR271312	12/31/2018	M3550IDN-JAN	11-12-00-53610 EQUIPMENT MAINT SERVICE COSTS	22.00
Total RHYME BUSINESS PRODUCTS:				376.13
<b>ROTE OIL COMPANY</b>				
1901100404	01/11/2019	336.2 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	709.05
1901100405	01/11/2019	206.4 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	371.32
1901700417	01/17/2019	140.2 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	309.70
1901700418	01/17/2019	94.2 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	178.88
1902300606	01/23/2019	150.8 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	301.45
1902300607	01/23/2019	402.3 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	928.91
1902500213	01/25/2019	597.6 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	1,379.86
1902500214	01/25/2019	86.1 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	172.11
1902800411	01/28/2019	237.4 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	583.77
1902900409	01/29/2019	193.2 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	475.07
1902900410	01/29/2019	152.2 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	327.07
Total ROTE OIL COMPANY:				5,737.19
<b>RUNDLE SPENCE</b>				
S2730353.001	01/18/2019	FLUSH VALVE	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	422.41
Total RUNDLE SPENCE:				422.41
<b>RUSSO POWER EQUIPMENT</b>				
5615851	01/21/2019	HELMETS	11-32-13-54300 TREE & BRUSH OPERATING SUPPLY	449.97
Total RUSSO POWER EQUIPMENT:				449.97
<b>SANTA CAUSE</b>				
01/29/2019	01/29/2019	SHUTTLE SVC-SANTA CRUISE	47-70-00-57150 PROMOTIONAL GRANT	3,000.00
Total SANTA CAUSE:				3,000.00
<b>SCHILLER LAWN &amp; LANDSCAPE</b>				
15415	12/31/2018	SNOW, SALT SERVICE	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	120.00
Total SCHILLER LAWN & LANDSCAPE:				120.00
<b>SECURITY BENEFIT LIFE INS CO</b>				
ASBS100802	01/03/2019	ADMIN FEE-2018	11-22-00-51360 FIRE/EMS RETIREMENT EXP	1,245.00
Total SECURITY BENEFIT LIFE INS CO:				1,245.00
<b>SHERRILL INC</b>				
INV-442702	01/08/2019	CHAINSAW SHARPENING KIT	11-32-13-54300 TREE & BRUSH OPERATING SUPPLY	49.90
INV-442915	01/09/2019	FILES, HELMETS	11-32-13-54300 TREE & BRUSH OPERATING SUPPLY	512.78
Total SHERRILL INC:				562.68
<b>SHERWIN-WILLIAMS COMPANY</b>				
9502-9	01/16/2019	PAINT,ROLLERS-GARBAGE CA	11-52-00-53520 GROUNDS MAINT SUPPLIES	52.86

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total SHERWIN-WILLIAMS COMPANY:				52.86
<b>SHRED-IT</b>				
8126279946	12/22/2018	SHREDDING SVC-DEC	11-21-00-55310 COPY MACHINE & SHREDDING SVC	37.45
8126487724	01/22/2019	SHREDDING SVC-JAN	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	37.45
8126488418	01/22/2019	SHREDDING SVC-JAN	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	37.45
Total SHRED-IT:				112.35
<b>SOMAR TEK LLC/SOMAR ENTERPRISE</b>				
101264	12/26/2018	SWAT AMMUNITION	11-21-00-53420 PD SPECIAL EQUIPMENT	993.00
Total SOMAR TEK LLC/SOMAR ENTERPRISE:				993.00
<b>SOTO, MICHELLE</b>				
REIMB-1/17	01/17/2019	REIMB-EMT BOOK	11-22-00-55100 EMS TRAINING PAY	172.23
Total SOTO, MICHELLE:				172.23
<b>STREICHERS</b>				
1345202	12/20/2018	UNIFORM-DERRICK	11-21-00-53420 PD SPECIAL EQUIPMENT	70.00
1345224	12/20/2018	UNIFORM-DERRICK	11-21-00-53420 PD SPECIAL EQUIPMENT	218.00
1347659	01/08/2019	UNIFORM-WISNIEWSKI	11-21-00-51380 PD UNIFORM ALLOWANCE	170.98
1349000	01/16/2019	SWAT EQUIP	11-21-00-53420 PD SPECIAL EQUIPMENT	98.00
11346794	01/02/2019	UNIFORM-BOULAND	11-21-00-51380 PD UNIFORM ALLOWANCE	185.98
Total STREICHERS:				742.96
<b>SWANSON, SARA</b>				
REIMB1/	01/14/2019	18 MI-ADVISORY COUNCIL ELK	99-00-00-53320 STAFF CONTINUING EDUCATION	10.44
REIMB1/	01/14/2019	18 MI-ADULT SVCS MTG ELKH	99-00-00-53320 STAFF CONTINUING EDUCATION	10.44
Total SWANSON, SARA:				20.88
<b>SWWBIA</b>				
DUES-2019	01/25/2019	DUES-WALLING	11-24-00-53200 MEMBERSHIP DUES & FEES	40.00
DUES-2019	01/25/2019	DUES-FLOWER	11-24-00-53200 MEMBERSHIP DUES & FEES	40.00
Total SWWBIA:				80.00
<b>TIM'S TAP LINE CLEANING INC</b>				
17986	01/10/2019	SANITIZE TAP LINE	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	30.00
Total TIM'S TAP LINE CLEANING INC:				30.00
<b>TRANS UNION LLC</b>				
12818489	12/27/2018	BACKGROUND CHECKS	11-21-00-54110 PD APPLICATION PROCESS	31.26
Total TRANS UNION LLC:				31.26
<b>TROMCOM</b>				
23160	01/12/2019	EQUIP REMOVAL-SWAT TRK	11-21-00-53610 PD EQUIP MAINT SERV COSTS	450.00
23161	01/12/2019	REPAIRS-#204,#205,#207	11-21-00-53610 PD EQUIP MAINT SERV COSTS	470.00
Total TROMCOM:				920.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
<b>ULINE</b>				
104585090	01/04/2019	KEY BOX	11-22-00-53400 OPERATING SUPPLIES	99.91
Total ULINE:				99.91
<b>UNIQUE MANAGEMENT SERVICES INC</b>				
493918	01/01/2019	COLLECTION FEES-DEC	99-00-00-55100 LIBRARY SIRSI	89.50
Total UNIQUE MANAGEMENT SERVICES INC:				89.50
<b>UNITED LABORATORIES</b>				
INV244486	01/07/2019	FLOOR CLEANER	11-52-00-53520 GROUNDS MAINT SUPPLIES	2,147.40
Total UNITED LABORATORIES:				2,147.40
<b>UTILITY SALES &amp; SERVICE</b>				
0066786-IN	12/27/2018	INSP-BUCKET TRUCK #31	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	550.00
0066787-IN	12/27/2018	INSP-BUCKET TRUCK #24	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	561.37
Total UTILITY SALES & SERVICE:				1,111.37
<b>VANDEWALLE &amp; ASSOCIATES INC</b>				
201901034	01/17/2019	PLANNING SVCS-JAN	11-00-00-13910 A/R BILL OUTS	403.00
201901034	01/17/2019	PLANNING SVCS-JAN	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	777.00
Total VANDEWALLE & ASSOCIATES INC:				1,180.00
<b>VENTURE INVESTMENT PARTNERSHIP</b>				
2018	01/22/2019	2018 SHARE-#833-834	42-34-50-58500 PARKING LOT REV SHARE	505.34
Total VENTURE INVESTMENT PARTNERSHIP:				505.34
<b>VILLAGE OF BIG BEND PD</b>				
WARRANT-MA	01/21/2019	WARR-MASON-#AD131215-0	11-12-00-24280 COURT FINES-OTHER	148.80
Total VILLAGE OF BIG BEND PD:				148.80
<b>VON BRIESEN &amp; ROPER S C</b>				
11609	12/20/2018	ATTORNEY FEES	11-21-00-52140 OUTSIDE LEGAL EXPENSES	424.00
Total VON BRIESEN & ROPER S C:				424.00
<b>VORPAGEL SERVICE INC</b>				
43545	12/31/2018	MAKE UP AIR/EXHAUST-1055	43-32-10-17010 2018/2019 STREET IMP PROGRAM	21,595.00
Total VORPAGEL SERVICE INC:				21,595.00
<b>VP PLUS, INC</b>				
8968	01/15/2019	IT UPGRADES	11-22-00-54500 FIRE IT SERVICES	208.00
Total VP PLUS, INC:				208.00
<b>WALWORTH COUNTY PUBLIC WORKS</b>				
1215	01/14/2019	SALT-DEC	11-32-12-53400 OPERATING SUPPLIES-SNOW & ICE	6,451.30
Total WALWORTH COUNTY PUBLIC WORKS:				6,451.30

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
<b>WALWORTH COUNTY SHERIFF</b>				
DUES-2019	01/28/2019	2019/2020 DUES-CHIEF	11-21-00-54100 PD TRAINING EXPENSES	100.00
Total WALWORTH COUNTY SHERIFF:				100.00
<b>WAUKESHA CNTY TECH COLLEGE</b>				
S0683212	12/19/2018	TRAINING-BOULAND	11-21-00-54100 PD TRAINING EXPENSES	465.00
Total WAUKESHA CNTY TECH COLLEGE:				465.00
<b>WELDERS SUPPLY CO</b>				
10047191	01/15/2019	PROPANE TANK-FORKLIFT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	510.64
Total WELDERS SUPPLY CO:				510.64
<b>WI CHIEFS OF POLICE ASOC</b>				
1767	12/19/2018	2019 WI CHIEF ASSOC MEMBE	11-21-00-54100 PD TRAINING EXPENSES	130.00
EXAMS-12/18	01/24/2018	DISPATCH TESTS	11-21-00-54110 PD APPLICATION PROCESS	347.50
Total WI CHIEFS OF POLICE ASOC:				477.50
<b>WI DEPT OF JUSTICE</b>				
455TIME-0000	01/10/2019	ANNUAL TTY CHARGE-2019	11-21-00-55330 TELETYPE EXPENSE	9,432.00
Total WI DEPT OF JUSTICE:				9,432.00
<b>WI STATE FIREFIGHTER'S ASSOC</b>				
1100	12/02/2018	ANNUAL DUES	11-22-00-53200 MEMBERSHIP DUES & FEES	1,050.00
Total WI STATE FIREFIGHTER'S ASSOC:				1,050.00
Grand Totals:				219,681.68

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

---

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
----------------	--------------	-------------	----------------------	-----------------------

---

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch =

"190213","190212","190211","181231B","181231C","P81231A","P81231B","P81231C","P90219","P90228","F90228","F90227","F90219","F81231A","F81231B","F81231C","L90227","L90228","L81231A","L81231B"

---