City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

FINANCE, LICENSING & REGULATION COMMITTEE- AMENDED
TUESDAY, MAY 5, 2020 – 6:00 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY TO HELP PROTECT OUR COMMUNITY FROM THE CORONAVIRUS (COVID-19) PANDEMIC. YOU CAN CALL-IN OR WATCH THE MEETING IN SEVERAL WAYS:

1. Livestream at the City of Lake Geneva Vimeo Channel found here www.vimeo.com/lakegeneva

2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25

3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free)

4. You can provide public comment on agenda items by emailing your comments to the City Clerk at cityclerk@cityoflakegeneva.com or you may deliver your written comments to the City of Lake Geneva City Hall, 626 Geneva Street, Lake Geneva, WI 53147. All written comments must be provided to the City Clerk by 5:00 P.M. on the date of the meeting. All written comments will be read aloud during the agenda item when public comments are allowed during the meeting.

CITY HALL WILL NOT BE OPEN TO THE PUBLIC DURING THE MEETING. YOU CAN OBSERVE THE MEETING VIA THE ABOVE LISTED COMMUNICATIONS.

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 minutes of the April 21, 2020 Finance, Licensing, and Regulation Committee meeting as prepared and distributed

5. Licenses & Permits

a. Discussion/Recommendation regarding an Agent Change for Kwik Trip Inc d/b/a Kwik Trip #219, to Laura Meinen

b. Discussion/Recommendation regarding an Original Class "B" Fermented Malt Beverage License Application filed by The Farmstand LLC d/b/a The Farm Stand, agent, Dan Robers, located at 830 W Main St, Unit C

6. Discussion/Recommendation regarding **Resolution 20-R35** a resolution authorizing the carryover of 2019 Equipment Replacement Funds to the 2020 Equipment Replacement Fund Budget and adjusting assigned/unassigned balances for these purchases

7. Discussion/Recommendation regarding **Ordinance 20-03** ordinance amending Chapter 2, Administration, Article VIII, Emergency Government, Section 2-401, Policy and Purpose by adding Subsection (d), enforcement and Penalty relating to the Enforcement or Emergency Orders issued by the State of Wisconsin or the City of Lake Geneva, Wisconsin

8. Discussion regarding the City of Lake Geneva Event Permit Policy as it relates to the Waiver of Fees

9. Discussion regarding City of Lake Geneva Revenue Shortfalls and Reduction of Expenditures for 2020

10. Discussion/Possible Action regarding potential license fee reduction or payment deferment for certain City-issued licenses

11. **Presentation of Accounts**
    - **a.** Prepaid Bills in the amount of $ 392,780.59
    - **b.** Regular Bills in the amount of $ 187,742.15

12. **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, Media

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, APRIL 21, 2020 – 6:00 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Call to Order by Chairperson Howell at 6:02 p.m.

Roll Call
Present: Howell, Hedlund, Yunker, Fesenmaier, and Halverson
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
None

Approve the minutes of the April 8, 2020 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding an Event Permit Application filed by the Holy Communion Episcopal Church for the event of Holy Communion Farmer's Market to take place every Thursday in May 2020 through October 2020 from 8:00 a.m. to 1:00 p.m. located at 320 Broad Street *(Applicant is requesting waiver of parking fees for the use of blocked stalls)*
Motion by Howell to approve, second by Hedlund. Hedlund stated that this is the same as it has been in the past. Fesenmaier asked that the next meeting that the fees be discussed. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #4 from MSI General for the Riviera Restoration project in an amount not to exceed $330,321.65
Motion by Howell to approve, second by Hedlund. City Administrator Nord noted that this is the fourth pay request. Motion carried 5-0.

Discussion regarding City of Lake Geneva 2020 Revenue Estimates
Parking Manager Elder addressed the Committee regarding the budget shortfall due to the parking operation being shut down. This item will need to return for further discussion. No action taken.

Discussion regarding March 2020 Treasurer's Report and Budget versus Actual Report
Finance Director Hall stated there was an increase in the cash due to the final draw on the letter of credit. She added that some of the expenditures over a little over the mark however that was due to the three payrolls in March. She then further reviewed the budget to actual report for March. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of $ 29,622.79
Motion by Howell to approve, second by Hedlund. Motion carried 8-0.

Regular Bills in the amount of $ 436,820.34
Motion by Hedlund to approve, second by Yunker. Motion carried 8-0.

Adjournment
Motion by Hedlund to adjourn the meeting, second by Yunker. Motion carried 8-0. The meeting adjourned at 6:27 p.m.

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☑ City of Lake Geneva County of Walworth

The undersigned duly authorized officer/member/manager of KWIK TRIP, INC.
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Kwik Trip 219
(Trade Name)

located at 710 Williams St., Lake Geneva, WI 53147

appoints Laura L. Meinen
(Name of Appointed Agent)

[redacted]

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☐ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☑ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? All my life.

[redacted]

For: KWIK TRIP, INC.
(Name of Corporation / Organization / Limited Liability Company)

By: Donald P. Guthrie
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

ACCEPTANCE BY AGENT

I, Laura L. Meinen, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Laura Meinen 3/25/20 [redacted]
(Signature of Agent) (Date)

[redacted]

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 4-22-2020 (Date) by [signature] (Signature of Proper Local Official) Title Police Chief (Town Chair, Village President, Police Chief)

AT-104 (R. 4-18) Wisconsin Department of Revenue

pd $10 4/16/20 R#17.000108 JCL

Auxiliary Questionnaire
Alcohol Beverage License Application

Submit to municipal clerk.

[redacted]

Individual's Full Name *(please print)*	*(last name)*	*(first name)*	*(middle name)*
	Meinen	Laura	Lee

[redacted]

The *above named individual* provides the following information as a person who is *(check one)*:

☐ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ Agent *(Officer / Director / Member / Manager / Agent)* of Kwik Trip, Inc. *(Name of Corporation, Limited Liability Company or Nonprofit Organization)*

which is making application for an alcohol beverage license.

The *above named individual* provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? All my life.
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☑ No
   If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. *(If more room is needed, continue on reverse side of this form.)*
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☑ No
   If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☑ No
   If yes, identify. *(Name, Location and Type of License/Permit)*
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☑ No
   If yes, identify. *(Name of Wholesale Licensee or Permittee)* *(Address By City and County)*
6. Named individual must list in chronological order last two employers.

Employer's Name		Employed From	To
Maurices	Delavan, WI	5/14	8/14
Rue 21	Lake Geneva, WI	9/13	10/16

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

X Laura Meinen

(Signature of Named Individual)
Laura L. Meinen

#219

SERVER license.cor

Wisconsin Responsible Beverage Seller Training

Laura Meinen

has met all training requirements and successfully completed the above course and/or exam.

Certification Number: SL105876

Date of Completion: 03/25/2020

Kelly Bailey

Authorized Signature

erverLicense.com is approved by the Wisconsin Department of
evenue and fully complies with statutes 125.04 and 125.17. Present
is certificate to your local municipal clerk's office to receive your
perator's or Retail license.

Diversys Learning, In
1101 Arrow Point Drive, Suite 30
Cedar Park, TX 7861

KWIK TRIP INC.

Legal

PHONE 608-781-8988
FAX 608-793-6120

1626 Oak St., P.O. Box 2107
La Crosse, WI 54602

www.kwiktrip.com

March 31, 2020

Ms. Lana Kropf, City Clerk
City of Lake Geneva
626 Geneva St.
Lake Geneva, WI 53147-1914

RE: Appointment of Agent
Kwik Trip 219
710 Williams St

Dear Lana:

A new manager, Laura Meinen, has been assigned to oversee our Lake Geneva convenience store. Therefore, we would like to appoint Laura as the agent of the store.

Enclosed please find the completed Appointment of Agent and Auxiliary Questionnaire forms along with a $10.00 check for the administrative fee. I would like to respectfully request that you include this item on the agenda of your City Council meeting for consideration.

If you need anything further, please don't hesitate to contact me. I can be reached at (608)793-6262 or DHafner@kwiktrip.com. Thank you in advance for your assistance with this matter.

Yours truly,

Deanna

Deanna Hafner
Licensing Agent

Enclosures

CITY OF LAKE GENEVA
ALCOHOL LICENSE CHECKLIST

Checklist must be submitted by each applicant seeking a new Alcohol License. Incomplete applications will be rejected.

Applicant/Agent Name: ~~Roberts~~ DANIEL Roberts
Business Name and Address: THE FARM STAND
Type of Alcohol License(s) Sought: CLASS B "BEER"

Applicant	Office Use	Item
☑	☐	Discuss with City Clerk (or Assistant City Clerk) the desired alcohol license and proposed use.
☑	☐	**Original Alcohol Beverage Retail License Application (AT-106)** Thoroughly complete questions 1-14 and complete the box in the upper right corner. Application can be notarized by the Clerk's Office.
☑	☐	**Auxiliary Questionnaire (AT-103).** Thoroughly complete the top sections and questions 1-6. A copy must be submitted for each officer, director, member, manager and agent of the corporation, LLC, or non-profit organization. Application(s) can be notarized by the Clerk's Office.
☑	☐	**Agent Schedule (AT-104).** Thoroughly complete the top section and the "Acceptance by Agent" section.
☐	☐	**$25 publication fee** payable to the City of Lake Geneva and due upon application.
☑	☐	**Proof of Completing Responsible Beverage Server Training Course.** Individuals, partners and agents of corporations and LLC's must have successfully completed an approved responsible beverage server training course within the past two years. *Does not apply to individuals who held, or were an agent of a corporation or LLC that held a liquor license within the past two years.*
☑	☐	**Proof of Residency.** Applicants must have resided 90 days continuously in this state prior to the date of application. Proof of residency could include voter registration, motor vehicle registration, driver's license, residential lease or purchase agreement, or income tax records. *Officers, directors, members or managers of corporations or LLCs are not required to meet the State residency requirement.*
☑	☐	**Proof of Wisconsin Seller's Permit.** Can be a copy of a letter, e-mail or website from the State of Wisconsin proving that the applicant is in good standing for sales tax purposes and holds a valid seller's permit.
☐	☐	**Map of premises.** Applicant must submit a map of the premises, identifying the building(s), room(s), and/or land area under his/her control where alcohol beverages will be sold, served, consumed, or stored. Map does not need to be drawn to scale but should include a small compass arrow showing which direction is north.

Applications (AT-106, AT-103, AT-104) may be obtained at City Hall or from the Wisconsin Department of Revenue website, http://www.revenue.wi.gov/forms/alcohol

For Office Use Only

Date Filed with Clerk: _____

Publication Fee Receipt: _____ Amount Paid: _____

Date Published in Newspaper: _____

License Fee Receipt: _____ Amount Paid: _____

Date forwarded to Police Chief: _____

FLR/Council Approval: _____

License Issued Date: _____ License Number: _____

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 5/1/20 (mm dd yyyy) ending: 6/30/24 (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of } LAKE GENEVA

County of WALWORTH

Aldermanic Dist. No. _____ (if required by ordinance)

Check one: ☐ Individual ☐ Partnership ☒ Limited Liability Company ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number	
456-1029491732-02	
FEIN Number 84-4526145	
TYPE OF LICENSE REQUESTED	**FEE**
☐ Class A beer	$
☒ Class B beer	$ 100
☐ Class C wine	$
☐ Class A liquor	$
☐ Class A liquor (cider only)	$ N/A
☐ Class B liquor	$
☐ Reserve Class B liquor	$
☐ Class B (wine only) winery	$
Publication fee	$ 25
TOTAL FEE	$ 125

pd 4/29/20

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

THE FARMSTAND, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	[redacted]
ROBERS	Roberta	L	
Vice President / Member Last Name	(First)	(Middle Name)	
ROBERS	DANIEL	R	
Secretary / Member Last Name	(First)	(Middle Name)	
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name The Farmstand Business Phone Number 262-203-5858
2. Address of Premises 830 W Main St, unit C Post Office & Zip Code Lake Geneva, WI 53147
3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

   See attached map.

   INSIDE THE FANCY FAIR MALL.

   [redacted]

4. [redacted]

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? . . . . . ☐ Yes ☒ No

   (b) If yes, under what name was license issued? _____

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** . . . . . ☐ Yes ☑ No

7. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? . . . . . ☐ Yes ☑ No
If yes, explain.

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** . . . . . ☐ Yes ☑ No

9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 1/31/20 of registration.

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** . . . . . ☐ Yes ☑ No

(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☑ No
If yes, explain.

10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] . . . . . ☑ Yes ☐ No

11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] . . . . . ☑ Yes ☐ No

12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? . . . . . ☑ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.)	Title/Member	Date
Roberts Daniel R	Owner/operator	4/22/20
Signature	[redacted]	

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AT-106 (R. 3-19)

Auxiliary Questionnaire
Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name *(please print)* *(last name)*	*(first name)*	*(middle name)*
Robers	Daniel	D

[redacted]

☒ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ MANAGER/OWNER of THE FARMSTAND
(Officer / Director / Member / Manager / Agent) *(Name of Corporation, Limited Liability Company or Nonprofit Organization)*

which is making application for an alcohol beverage license.

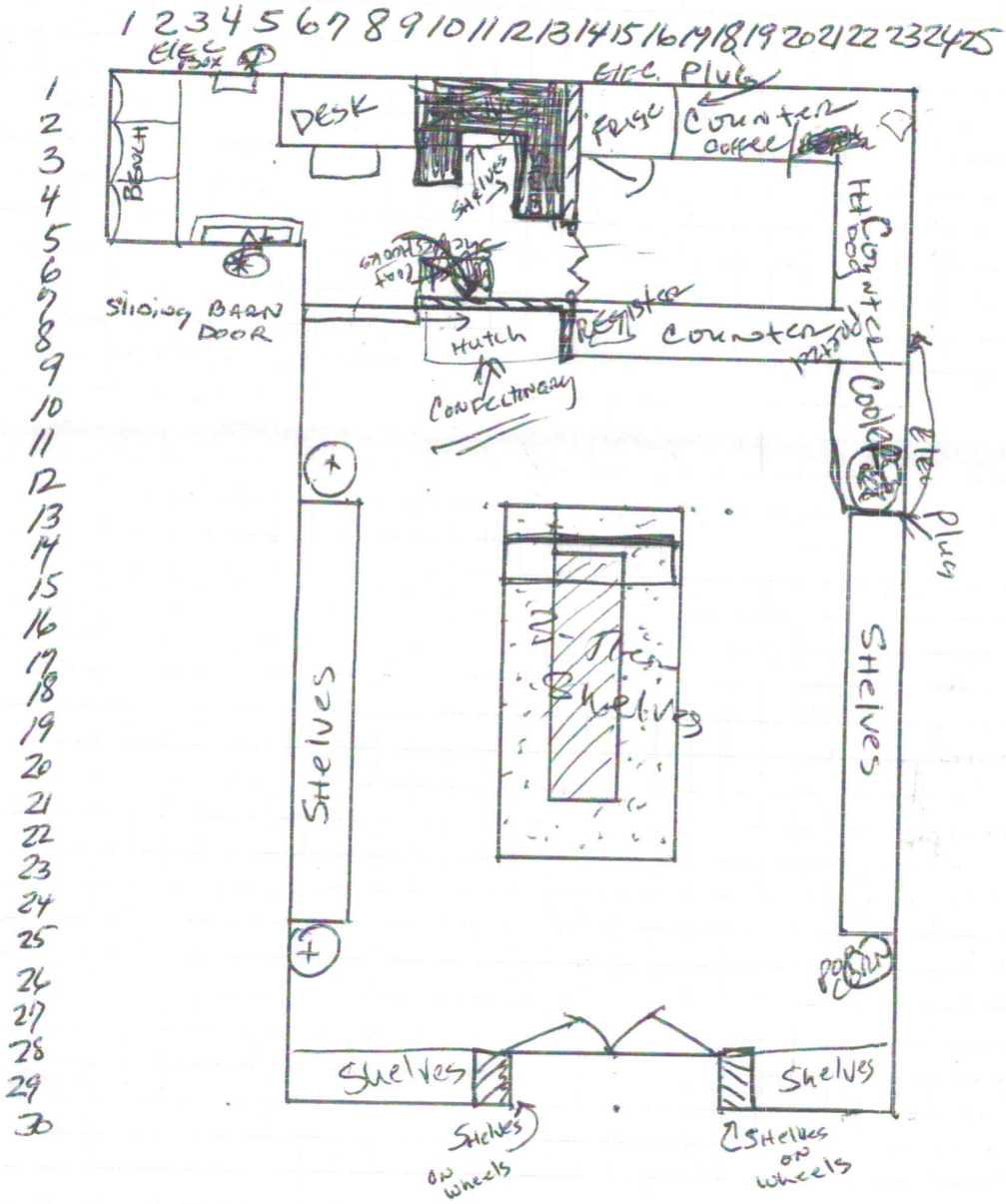
The *above named individual* provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 58 YRS
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? . . . . . ☐ Yes ☒ No
   If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. *(If more room is needed, continue on reverse side of this form.)*
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? . . . . . ☐ Yes ☒ No
   If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? . . . . . ☐ Yes ☒ No
   If yes, identify.
   (Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? . . . . . ☐ Yes ☒ No
   If yes, identify.
   (Name of Wholesale Licensee or Permittee) *(Address By City and County)*
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
KS Energy Services	19705 Lincoln ST, New Berlin	5/1/05	4/1/18
ARBYS Const.	19705 Lincoln ST, New Berlin	4/30/04	4/30/05

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Signature of Named Individual)



THE FARM STAND

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☒ City of Lake Geneva County of Walworth

The undersigned duly authorized officer/member/manager of The Radm Stand
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as The Radm Stand
(Trade Name)

located at 830 W. Main St. Unit C, Lake Geneva WI 53147

appoints Daniel R. Robers

[redacted]

to act for the corpor[redacted]
to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 58 yrs

Place of residence last year [redacted]

For: The Radm Stand
(Name of Corporation / Organization / Limited Liability Company)

By: [signature]
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

ACCEPTANCE BY AGENT

I, Daniel R Robers, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[signature] 4/22/20 Agent's age 59

[redacted]

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ (Date) by _____ (Signature of Proper Local Official) Title _____ (Town Chair, Village President, Police Chief)

SERVERlicense.com

Wisconsin Responsible Beverage Seller/Server Training

Daniel Robers

has met all training requirements and successfully completed the above course and/or exam.

Certification Number: SL106515

Date of Completion: 04/14/2020

Kelly Bailey

Authorized Signature

ServerLicense.com is approved by the Wisconsin Department of Revenue and fully complies with statutes 125.04 and 125.17. Present this certificate to your local municipal clerk's office to receive your Operator's or Retail license.

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the carryover of 2019 Equipment Replacement Funds to the 2020 Equipment Replacement Fund Budget and adjusting assigned/unassigned balances for these purchases			
Committee:	Finance considered on May 5, 2020		
Fiscal Impact:	N/A		
File Number:	**20-R35**	**Date:**	May 11, 2020

WHEREAS, the Lake Geneva Common Council approved the 2019 and 2020 Equipment Replacement Budgets for the City of Lake Geneva for equipment purchases to occur during 2019 and 2020, and

WHEREAS, the actual pricing and timing on certain replacement equipment has changed from the budgeted assumptions, and

WHEREAS, the Common Council hereby finds and determines that it is necessary, desirable and in the best interest of the City of Lake Geneva to amend the 2020 approved budget and carryover the following funds from the 2019 budget as follows:

Increase Acct#50-22-00-58000	Fire Equip Purchases	$ 52,187
Increase Acct#50-00-00-49100	Appl. Prior Yr. Appropriations	$ 52,187
Decrease Acct#11-00-00-34490	Assigned FB-EMS ACT 102 Prog	$ 10,000
Increase Acct#11-00-00-34800	Unassigned Fund Balance	$ 10,000

WHEREAS, on May 5, 2020, the City of Lake Geneva, Finance, Licensing and Regulation Committee reviewed the proposed budget amendment and found it is in the best interest of the City and recommends that the City of Lake Geneva Common Council approve the carryover of $52,187 to the 2020 budget and adjust the assigned/unassigned fund balances.

BE IT THEREFORE RESOLVED, that the Common Council of the City of Lake Geneva be hereby directed and authorized to carryover 2019 funds and amend the 2020 budget as outlined above.

Granted by action of the Common Council of the City of Lake Geneva this 11th day of May, 2020.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

_____

Charlene Klein, Mayor Date

Attest:

_____

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution adopting a 2019 budget amendment authorizing the transfer of funds from the General Fund to the Equipment Replacement Fund and approving the use of existing Equipment Replacement Funds for the replacement of a fire vehicle			
Committee:	Finance considered on November 19, 2019		
Fiscal Impact:	Use of Equipment Replacement Funds in the Amount of $13,258.42		
File Number:	**19-R73**	**Date:**	November 25, 2019

Whereas, the Lake Geneva Common Council approved the 2019 Operating Budget for the General Fund, and

Whereas, the Police and Fire Commission approved the funding of the purchase of a 2020 Ford Interceptor fire vehicle in the amount of $52,187 through a transfer of funds between the General Fund and Equipment Replacement Fund and use of current Equipment Replacement Funds as follows:

Insurance Claim Proceeds Received	$16,908.58
2% Fire Dues	$12,020.00
EMS ACT 102 Funds	$10,000.00
Equipment Replacement Fund (balance)	$13,258.42

Whereas, the Finance, Licensing and Regulation Committee approved the request for the transfer of funds between the General Fund and the Equipment Replacement Fund, and

Therefore be it Resolved, that the Lake Geneva Common Council adopt a budget amendment allowing for the transfer in the 2019 Operating Budget as follows:

Increase Acct #11-10-00-59600, Transfer to Equip Replacement	$38,928.58
Increase Acct #50-00-00-49400, Transfer from General Fund	$38,928.58

Now Therefore be it Further Resolved, that the Lake Geneva Common Council approve the use of existing 2019 Equipment Replacement Funds in the amount of $13,258.42 for the balance due for the new fire vehicle.

Granted by action of the Common Council of the City of Lake Geneva this 25h day of November, 2019.

Council Action: [X] **Adopted** [ ] **Failed** **Vote** 8-0

Mayoral Action: [X] **Accept** [ ] **Veto**

Thomas Hartz, Mayor — Date 11/25/19

Attest:

Lana Kropf, City Clerk — Date 11/25/2019

ORDINANCE OF THE COMMON COUNCIL			
An ordinance amending Chapter 2, Administration, Article VIII, Emergency Government, Section 2-401, Policy and Purpose by adding Subsection (d), enforcement and Penalty relating to the Enforcement or Emergency Orders issued by the State of Wisconsin or the City of Lake Geneva, Wisconsin			
Committee	N/A		
Fiscal Impact:	N/A		
File Number:	**20-03**	**First Reading :** **Second Reading :**	May 11, 2020 May 26, 2020

The Common Council of the City of Lake Geneva, Wisconsin, does hereby ordain as follows:

1. That Subsection (d), Enforcement and Penalty, is hereby added to Section 2-401, Policy and purpose, of ARTICLE VIII, Emergency government, of CHAPTER 2, ADMINISTRATION, which subsection reads as follows:

…

(d) Enforcement and penalty. In order to ensure compliance with the Policy and Purpose of this chapter and to enforce any emergency orders duly issued by officials of the state of Wisconsin or the City of Lake Geneva, Wisconsin, any person who willfully violates or obstructs the execution of any duly issued emergency orders by officials of the state of Wisconsin or the City of Lake Geneva, Wisconsin shall be subject to a forfeiture of not less than $500 and no more than $1,000 for each violation. Each day a violation continues shall constitute a separate offense. The City of Lake Geneva may also seek equitable relief, including injunctions to gain compliance with said orders.

…

2. This ordinance shall take effect upon passage by a majority vote of the members-elect of the Common Council and publication/posting as required by law.

Approved by the City of Lake Geneva Common Council on this 26th day of May, 2020.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

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

_____

Charlene Klein, Mayor Date

Attest:

_____

Lana Kropf, City Clerk Date

City of Lake Geneva- Event Permit Policy and Application

The purpose of this policy and event permit application is to guide organizations that are non-profit, not-for-profit, private, or for profit to plan and execute a successful event here in beautiful Lake Geneva. This policy and application will outline the requirements and possible fees associated with hosting an event in the City based on the estimated attendance.

For profit, private, non-profit and not-for profit groups will be able to plan their experience here in the City based on the following four tiers:

☐ Public Assembly Permit – **Non-profit or Not-for-Profit* (No Charge), *For Profit* $60 per day
(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, 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 for an event up to seven days, additional $50 per day thereafter
(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 501 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 for an event up to seven days, additional $100 per day thereafter
(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,001+, 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.

Note: Seminary Park (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. This event permit does not apply to the rental or use of the Riviera Ballroom.

Event permit application fees are not refundable whether wholly or partially. Any group using any municipal facility, park or property will be required to place a credit card number on file with the City of Lake Geneva's Clerk Office for any incidentals. Any charges will be fully explained and outlined to the applicant prior to any charge.

All non-profits and not-for-profit groups will be required to provide a current tax form with EIN# to prove their organization's status.

City of Lake Geneva- Event Permit Policy and Application

All event dates are granted on a first come first served basis, although non-profit groups located within the City of Lake Geneva will be given preferential treatment when considered. For events that occur annually you will have the option to place a hold on future dates for no more than three years after the current event being applied for.

All applicants will be required to sign an indemnification agreement for organizations below a tier 1 and all tier 1 and tier 2 event applications will be required to include a copy of their Certificate of Liability insurance with this application.

Any non-profit or not-for-profit organization that is wishing to sell alcohol as part of their event with need to complete a Temporary Class "B"/ "Class B" Retailer's License and pay a separate application fee. This event permit application does not grant the right or privilege to any group to sell alcohol of any kind.

All events under a level tier 2 will only be considered by City Staff prior to approval. Tier 2 events will require approval of City Staff, the Finance, License, & Regulation Committee and the Common Council.

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 4 WEEKS** prior to the proposed event date(s).

Section I. APPLICANT INFORMATION

NAME OF APPLICANT:

NAME OF EVENT ORGANIZER/PRODUCER:

PRODUCTION COMPANY/ORGANIZATION: FEDERAL TAX ID:

STREET ADDRESS: APT. UNIT OR SUITE #:

CITY: STATE: ZIP CODE:

E-MAIL ADDRESS:

DAYTIME PHONE: CELL PHONE:

Are you a ☐ ***For Profit*** *or* ☐ ***Non-profit Organization*** *501(c) ___?*

EIN # (Tax Exempt Number): _____

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

Section II. EVENT INFORMATION

☐ **Public Assembly Permit – * *Non-profit* (No Charge), *Otherwise FEE* $60 per day**

(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, NO serving of alcohol in public space.

☐ **Block Parties or use of Gazebo for 1 Hour Photo Ops: * *Non-profit* (No Charge), Otherwise FEE $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* (No Charge), *Otherwise FEE* $250 for an event up to seven days, additional $50 per day thereafter**

(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 501 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* (No Charge), *Otherwise FEE* $500 for an event up to seven days, additional $100 per day thereafter**

(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.

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.*

1.Title of Event: _____

2.Date(s) of Event: _____

3.Location(s) of Event: _____

4.Hours: _____

Note: Start Time & End Time

5. Event Chair/Contact Person: _____ Phone: _____

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: _____

10. Basis for 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.

_____

_____

12. Will there be any animals? ☐Yes ☐No

If yes, what type and how many: _____

13. Attach a detailed description of proposed event with map of the exact location of the event and/or route.

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

_____

_____

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

_____

_____

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.

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

Section III. STREET USE

☐*Check if this section does not apply.*

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.

1. Description of the portion(s) of road(s) to be used:
   Road closures must include rental of barricades, please work with our Street Dept.
2. Will any parking stalls be used or blocked during the event? ☐Yes ☐No

Date(s) of use:_____
Total Number of Parking Stalls Request:_____
Parking Stall Number(s) and Location:_____
_____

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: _____
☐Fire/EMS Services Explain: _____
☐Other Explain: _____

***Please note:** The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

ALL PARKS & PUBLIC SPACES: *must be left the way they were originally found. A credit card is required to be held should the park/public space incur damage or not be picked up.*

Credit Card # (Required): _____
*Expiration Date:*_____ *CVV #:*_____
*Name on Credit Card:*_____
*Billing Address:*_____
*City, State, Zip:*_____

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant's Signature: _____ **Date**: _____

For Office Use Only

Date Filed with Clerk: _____ Payment with Application: $_____Receipt: _____

*Circulation required to the following Departments:

Department:	**Date:**	**Circulated:**
City Clerk/Administrator **Notes:**_____		❒
Police Chief **Notes:**_____		❒
Fire Chief **Notes:**_____		❒
Street Dept **Notes:**_____		❒
Parking Dept **Notes:**_____		❒
Piers, Harbors & Lakefront **Notes:**_____		❒
FL&R: Meeting Date: _____		❒
Council: Meeting Date: _____		❒

City of Lake Geneva- Event Permit

Save the Date Form

Per the City of Lake Geneva Event Permit Policy, events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form is not meant to replace the application process for a City of Lake Geneva Event permit. A new event permit application will need to be completed for every future event.

Event Name: _____

Event Date: YR 20____: _____

YR 20____: _____

YR 20____: _____

All Park Facilities: _____

Name of Sponsoring Organization: _____

If Non-profit or Not-for-Profit: Tax ID / EIN #: _____

Contact First Name: _____ Last Name: _____

Phone/Mobile: _____

Email: _____

Notes/Request: _____

_____

Date: April 29, 2020

To: Finance, License, and Regulation (FLR) Committee

From Dave Nord

Re: Potential revenue and expenditures adjustments for The City of Lake Geneva's 2020 budget.

Members of the FLR Committee,

Attached is an initial list of potential action items in regard to revenues and expenditure options for the City in light of the recent economic downturn. This is a general overview to generate discussion and direction by the FLR Committee.

All departments have been previously instructed to not move forward with additional major purchases until receiving further instruction by the Committee. All departments will be providing their suggestions related to cost savings within their individual departments.

Because this pandemic is a moving target, the list of budget recommendations will move as well. While the City does have reserves, Karen Hall and I strongly recommend not seeing that as a "cure all" for the City's 2020 budget issues. This economic downturn could very well continue into at least 2021.

Thank you for your consideration related to this topic. I look forward to your comments at the FLR meeting

Respectfully submitted,

Dave Nord; City Administrator

Initial

Reactive pay parking program

Increase parking tickets from $20 to $25.

Re-examine all existing service providers (non-contractual) for level of critical importance.

Increase beach pass rates for non-residents. Non-resident patrons make up the overwhelming share of revenues.

All departments review grant opportunities available (highly unlikely but should be looked at)

All depts. Cut general fund budgets by 2% (savings of $200,000).

Delay major, budgeted purchases within the 2020 budget.

Attempt to re-negotiate previously signed / approved contracts, leases, etc. (unlikely, but could be looked at).

Institute year round parking program ***Efforts to make downtown a year round tourism destination will result in year round expenses for all associated departments. This is a reasonable means of recouping expenses related to city services.*

Moderate

Limited use of reserve funds

Review capital expenditures for budget year 2020. Identify projects that can be delayed or postponed.

All depts. Cut general fund budgets by 5% (savings of $500,000)

For 2021; adjust buoy / boat slip rates

Make use of borrowing money; interest rates are very low and the city currently has a very modest debt level

For 2021; re-evaluate city's existing health care related expenses

Critical

Expanded use of reserve funds

Unpaid furlough or cut hours for part-time employees

All departments cut general fund budgets by 10% (savings of $1,000,000)

Review city's current program criteria for free parking related to residents and non-resident property owners. Currently city issues 5,000 – 5,500 free stickers per year. Possibly incorporate modest fee.

Cancel all major purchases

Cancel / delay slated capital projects and move capital money into general fund.

Miscellaneous savings related to current pandemic:

Sewer and water bills are expected to be lower at all parks, not just the lakefront. Park consumables, toilet paper, paper towels, soap, etc. will be lower. Electric/gas bills should reflect decreased usage.

Fuel prices are currently low

Lakefront expenditures should be lower if the beach is not operating at full capacity (staffing, etc.)

Departments are generating information related to their operating budgets and their Capital Improvement Program (CIP). CIP cuts / delays (if any) should be presented at their appropriate committee meetings for discussion and recommendation.

OFFICE OF THE CITY CLERK

LANA C. KROPF

626 Geneva Street

Lake Geneva, WI 53147

262.249.4092 • cityclerk@cityoflakegeneva.com

Date: May 5, 2020

To: Finance, Licensing, and Regulation Committee

Re: Agenda Item: Discussion/Possible Action regarding potential license fee reduction or payment deferment for certain City-issued licenses

---

During the COVID-19 pandemic many Lake Geneva Businesses have been forced to shut their doors. This has prompted four local businesses (Next Door Pub, ThumbsUp, Fat Cats, and Champs Bar & Grill) to ask whether the City will consider waiving/reducing their license fees. Based on these requests, I have been asked by Chairperson Howell to place this item on the Finance, Licensing and Regulation Committee agenda for further consideration.

The agenda item states: "Discussion/Possible Action regarding potential license fee reduction or payment deferment for certain City-issued licenses". For this reason, I have prepared two options for the committee to discuss.

Option #1: License Fee Reduction

Most of the City issued licenses will expire on June 30, 2020. Paperwork for most license renewals was mailed on April 17, 2020. For the purpose of this memo, "certain city issued licenses" will consist of:

- Amusement Devices
- Arcade
- Billiards
- Bowling Alley
- Tobacco/Cigarette
- Class A Beer
- Class A Liquor
- Class B Liquor (Regular, Reserve, & Hotel Exemption)
- Class B Beer
- Class C Wine
- Creamery
- General Business License
- Massage Establishment
- Minor Arcade
- Operator (Regular)
- Room Tax

- Sidewalk Café
- Taxi Cab Company
- Taxi Cab Driver
- Weights & Measures

The Tavern League has contacted the local bar owners to request that the municipalities reduce the fees to the minimum allowed by State Statute. The only alcohol licenses that have minimums are: Class A Liquor and Class B Liquor; the minimum allowable fee by statute is $50. Tobacco licenses also have a minimum set by State Statute statute, which is $5. We currently charge the maximum of $500 and the minimum on the one-time Reserve Class B Liquor License Fee is $10,000.

The Tavern League had indicated the following:

"Considering these issues [business shut downs due to COVID-19], I am asking on behalf of your small business community that your municipality consider placing on an upcoming agenda the following items:

- *Lowering the renewal of existing Class B liquor license to $50 the lowest amount allowed by state statute*
- *Waive the renewal fee for Class B beer license*
- *Waive the renewal fee for any amusement license that your municipality may have*
- *Waive renewal fees for existing operators license*
- *Waive the renewal fee for any municipal business or cabaret license"*

I have prepared what that reduction would look like for the City of Lake Geneva and it would be as follows:

- Amusement Devices: Fees waived -$ 540.00
- Arcade: Fees Waived -$ 25.00
- Billiards: Fees Waived -$ 80.00
- Bowling Alley: Fees Waived -$ 320.00
- Tobacco/Cigarette: Minimum Fee Only -$ 1,615.00
- Class A Beer: Fees Waived -$ 1,800.00
- Class A Liquor: Minimum Fee Only -$ 8,550.00
- Class B Liquor: Minimum Fee Only -$11,700.00
- Class B Beer: Fees Waived -$ 4,300.00
- Class C Wine: Fees Waived -$ 1,400.00
- Creamery: Fees Waived -$ 200.00
- General Business License: Fees Waived -$13,300.00
- Massage Establishment: Fees Waived -$ 400.00
- Minor Arcade: Fees Waived -$ 200.00
- Operator License: Fees Waived -$27,150.00
- Room Tax: Fees Waived -$ 520.00
- Sidewalk Café: Fees Waived -$ 5,040.00
- Taxi Cab Company: Fees Waived -$ 175.00
- Taxi Cab Driver: Fees Waived -$ 150.00

- Weights & Measures: Fees Waived -$ 7,770.00

Total Amount of Waived Fees: $85,235.00

The City has currently received approximately $16,000 in license fee renewals to date.

Option #2: Payment Deferment

The City understands that the businesses are suffering from something completely out of their control. While the City wants to help these businesses in any way possible, we still need to be good stewards to the City and tax payers. The City is also currently looking at a budget gap due to the delay in parking operations/enforcement. For this reason, I would ask the committee and Council consider simply deferring any license payments until Friday, September 4, 2020.

This will give the businesses the opportunity to open their doors to the residents and visitors to the City of Lake Geneva during the busy summer season along with the ability to generate some revenue.

I would advise that the City maintain its current conduct of not issuing licenses to any business that has any outstanding debt to the City (per City Ordinance) or any debt to any wholesaler (per State Statute). Proof of these payments would have to be provided no later than June 30, 2020, as this is when the current licenses will expire.

It should also be noted that is any business fails to pay their license fees by 5:00 p.m. on Friday, September 4, 2020, the City Clerk will notify the Police Department of non-compliance, with the instruction to shut down that business until such time that the license fee is paid. This is in accordance with past/current practices of the City.

Any questions on this matter can be directed to the City Clerk by email at cityclerk@cityoflakegeneva.com or by phone at 262-249-4092.

Thank you,

City of Lake Geneva
Finance, License, & Regulation Committee
May 5, 2020

Prepaid Checks

4/18/20 - 4/30/20

Total:
$392,780.59

Checks over $5,000:

$	***37,288.00***	***Ewald Hartford LLC - Fire Replace Vehicle - 2020 Ford Explorer***
$	***330,321.65***	***MSI General Corporation -Riviera Project - Pay Request #4***
$	***5,332.00***	***Stephanie Lynn Lake Geneva LLC - Events Coordinator May 2020***

Report Criteria:
Report type: Summary
[Report].Check Issue Date = 04/24/2020,04/29/2020
Check.Type = {<>} "Adjustment"
Bank.Bank account = "043230"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
04/24/2020	73353	2104	AT&T	1,514.58
04/24/2020	73354	5759	BAUMEISTER, CYNTHIA	22.00
04/24/2020	73355	2474	EWALD HARTFORD LLC	37,288.00
04/24/2020	73356	3001	SECURIAN FINANCIAL GROUP	2,097.25
04/24/2020	73357	4973	US BANK	4,655.70
04/24/2020	73358	4975	US CELLULAR	833.35
04/24/2020	73359	5239	WALMART COMMUNITY	66.68
04/24/2020	73360	5001	VERIZON WIRELESS	1,086.70
04/29/2020	73361	5659	MSI GENERAL CORPORATION	330,321.65
04/29/2020	73362	2046	ALLIANT ENERGY	153.11
04/29/2020	73363	2194	BOLD TECHNOLOGIES	1,531.53
04/29/2020	73364	2273	CHASE CARD SERVICES	4,222.31
04/29/2020	73365	2670	HOME DEPOT CREDIT	100.92
04/29/2020	73366	3024	MUTUAL OF OMAHA	2,465.00
04/29/2020	73367	5326	STEPHANIE LYNN LAKE GENEVA LLC	5,332.00
04/29/2020	73368	4918	TIME WARNER CABLE	477.27
04/29/2020	73369	4944	TRACTOR SUPPLY CREDIT PLAN	89.98
04/29/2020	73370	5071	WE ENERGIES	296.00
04/29/2020	73371	2283	YOUNG CHO	169.46
04/29/2020	73372	2876	LAKE GENEVA POLICE DEPT	57.10
Grand Totals:				392,780.59

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-13910	74.17	.00	74.17
11-00-00-21100	1,533.24	19,283.83-	17,750.59-
11-00-00-21340	1,936.59	.00	1,936.59
11-00-00-21555	1,376.86	.00	1,376.86
11-00-00-21562	775.36	.00	775.36
11-00-00-21564	312.78	.00	312.78
11-10-00-51330	139.36	.00	139.36
11-10-00-55000	158.15	.00	158.15
11-11-00-53990	1.88	.00	1.88
11-12-00-52210	33.13	.00	33.13
11-14-20-53320	509.00	.00	509.00
11-14-30-53110	288.55	.00	288.55
11-15-10-54500	2,342.39	84.24-	2,258.15
11-16-10-52210	1,081.38	.00	1,081.38
11-21-00-51380	347.73	.00	347.73
11-21-00-51390	370.83	.00	370.83
11-21-00-52210	1,717.69	.00	1,717.69
11-21-00-52620	720.00	.00	720.00

GL Account	Debit	Credit	Proof
11-21-00-53120	57.10	.00	57.10
11-21-00-53310	395.78	.00	395.78
11-21-00-53420	1,161.42	.00	1,161.42
11-21-00-53990	207.95	.00	207.95
11-21-00-54100	1,510.00	700.00-	810.00
11-21-00-55000	641.99	.00	641.99
11-22-00-51155	66.31	.00	66.31
11-22-00-52210	148.66	.00	148.66
11-22-00-52410	336.19	.00	336.19
11-22-00-53500	11.94	.00	11.94
11-22-00-53990	408.77	.00	408.77
11-22-00-54100	.00	749.00-	749.00-
11-22-00-55000	842.42	.00	842.42
11-24-00-52620	91.25	.00	91.25
11-29-00-52100	38.01	.00	38.01
11-32-10-52210	450.64	.00	450.64
11-32-10-53400	231.95	.00	231.95
11-32-10-55000	130.91	.00	130.91
11-32-13-53460	90.00	.00	90.00
11-32-13-54300	59.99	.00	59.99
11-34-10-52230	2.47	.00	2.47
11-36-00-52960	214.23	.00	214.23
40-00-00-21100	.00	628.96-	628.96-
40-54-10-52210	9.58	.00	9.58
40-54-10-53520	280.00	.00	280.00
40-55-10-52210	65.08	.00	65.08
40-55-20-53550	274.30	.00	274.30
42-00-00-21100	.00	140.91-	140.91-
42-34-50-52210	119.81	.00	119.81
42-34-50-53100	21.10	.00	21.10
43-00-00-21100	.00	330,321.65-	330,321.65-
43-40-00-17010	330,321.65	.00	330,321.65
47-00-00-21100	.00	5,332.00-	5,332.00-
47-00-00-57210	2,666.00	.00	2,666.00
47-00-00-57212	2,666.00	.00	2,666.00
48-00-00-21100	.00	233.14-	233.14-
48-00-00-52210	82.50	.00	82.50
48-00-00-52220	150.64	.00	150.64
50-00-00-21100	.00	37,288.00-	37,288.00-
50-22-00-58000	37,288.00	.00	37,288.00
61-00-00-21100	.00	6.30-	6.30-
61-00-00-92630	6.30	.00	6.30
62-00-00-21100	.00	15.00-	15.00-
62-00-00-92630	15.00	.00	15.00
99-00-00-21100	21.10	1,085.14-	1,064.04-
99-00-00-52220	296.00	.00	296.00
99-00-00-52500	275.00	.00	275.00
99-00-00-53320	.00	21.10-	21.10-
99-00-00-54140	426.60	.00	426.60
99-00-00-54155	33.75	.00	33.75
99-00-00-55000	53.79	.00	53.79

GL Account	Debit	Credit	Proof
Grand Totals:	395,889.27	395,889.27-	.00

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

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_____

City Recorder: _____

Report Criteria:
Report type: Summary
[Report].Check Issue Date = 04/24/2020,04/29/2020
Check.Type = {<>} "Adjustment"
Bank.Bank account = "043230"

City of Lake Geneva
Finance, License, & Regulation Committee
May 5, 2020

Accounts Payable

		Fund #		
1.	General Fund	11	$	71,543.11
2.	Debt Service	20	$	-
3.	Lakefront	40	$	15,513.87
4.	Capital Projects	43	$	11,250.00
5.	Parking	42	$	5,593.74
6.	Cemetery	48/49	$	514.11
7.	Equipment Replacement	50	$	43,077.84
8.	Library Fund	99	$	14,649.48
9.	Impact Fees	45	$	-
10.	Tourism Commission	47	$	25,600.00
11.	Use of Building Funds-Library	98	$	-
Total All Funds				**$187,742.15**

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

FINANCE, LICENSE, & REGULATION COMMITTEE
5/5/2020

TOTAL UNPAID ACCOUNTS PAYABLE	**$**	**187,742.15**

ITEMS > $5,000

Aurora Medical Group - Employee Clinic-Feb/Mar	$	5,400.00
Breezy Hill Nursery - Planting Maint-Apr/May, Topsoil	$	5,167.17
Nyquist Engineering - 1st Quarter IT Services	$	9,957.66
YMCA - May/Jun Payment	$	9,180.00
General Communications - Antenna Install/Tower Project	$	11,250.00
Geneva Lake Environmental Agency - May Payment 2020	$	5,000.00
Lake Geneva Convention (VISIT) - 2nd Quarter 2020 Payment	$	25,000.00
AT & T - Police 911 Phone Upgrade	$	26,330.44
General Communications - Fire-Equipment Boat/Equipment 2020 Explorer	$	16,142.53
Vandewalle & Associates - Planning Services-Apr	$	5,315.00
FEH Design - Library - Architectural Services	$	9,851.26
Balance of Other Items	$	59,148.09

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Only unpaid invoices included.
Invoice.Batch = "L05082020","L050820A","P05082020","P05082020A","P05082020B","F050820","F05082020A","F05082020B","05062020","05062020A"
Invoice Detail.GL account (2 Characters) = {<>} "61"
Invoice Detail.GL account (2 Characters) = {<>} "62"

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
ACL SERVICES LLC					
X670-202003-0	04/01/2020	BLOOD DRAW	11-21-00-53800	PD SPECIAL INVESTIGATIONS	14.21
Total ACL SERVICES LLC:					14.21
ADAMS ELECTRIC INC					
4276	04/10/2020	ANNUAL GENERATOR SVC	11-22-00-53600	FIREHOUSE MAINT SERVICE COSTS	929.00
Total ADAMS ELECTRIC INC:					929.00
AMAZON					
8932-4/20	04/22/2020	ADULT BOOKS	99-00-00-54100	LIBRARY ADULT MATERIALS	705.38
8932-4/20	04/22/2020	ADULT DVDS	99-00-00-54140	LIBRARY NONPRINT MATERIALS	419.60
8932-4/20	04/22/2020	OFFICE SUPPLIES	99-00-00-53100	LIBRARY OFFICE SUPPLIES	148.92
Total AMAZON:					1,273.90
AMERICAN TEST CENTER					
2200647	03/26/2020	ANNUAL LADDER INSPECTION	11-22-00-58200	STATE MANDATED EQUIP TESTING	1,295.00
Total AMERICAN TEST CENTER:					1,295.00
AMY'S SHIPPING EMPORIUM					
37307	03/04/2020	PREVIOUS PERIOD-CREDIT	11-22-00-53120	POSTAGE EXPENSE	7.60-
37307	03/04/2020	UPS-SCBA MAINT-#29429	11-22-00-53120	POSTAGE EXPENSE	17.10
Total AMY'S SHIPPING EMPORIUM:					9.50
APHE LLC					
4472	04/01/2020	CPR CARDS	11-22-00-56100	CPR CLASS PAY	6.00
Total APHE LLC:					6.00
AT & T					
SB163606	02/13/2020	911,PHONE-UPGRADE	50-21-00-58000	POLICE EQUIPMENT PURCHASES	26,330.44
Total AT & T:					26,330.44
AURORA MEDICAL GROUP					
610	03/16/2020	EMP CLINIC-FEB	11-10-20-51320	HEALTH AND DENTAL ADMIN CHGS	2,700.00
631	04/15/2020	EMP CLINIC-MAR	11-10-20-51320	HEALTH AND DENTAL ADMIN CHGS	2,700.00
Total AURORA MEDICAL GROUP:					5,400.00
AUTO TECH CENTERS INC					
302719	04/08/2020	(10) TIRES	11-21-00-53610	PD EQUIP MAINT SERV COSTS	1,485.00

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
Total AUTO TECH CENTERS INC:					1,485.00
BADGER STATE INDUSTRIES					
306-182698	04/23/2020	CAN LINERS	11-16-10-53500	CITY HALL BLDG MAINT SUPPLIES	22.50
Total BADGER STATE INDUSTRIES:					22.50
BATZNER PEST CONTROL					
2884589	04/21/2020	PEST CONTROL-APR	40-55-20-53600	RIV MAINTENANCE SERVICE COSTS	125.00
Total BATZNER PEST CONTROL:					125.00
BOUND TREE MEDICAL LLC					
83561753	03/26/2020	EMS SUPPLIES	11-22-00-55000	COVID-19 EXPENDITURES	352.40
83564122	03/29/2020	EMS SUPPLIES	11-22-00-58100	EMS EQUIPMENT/SUPPLIES	93.49
Total BOUND TREE MEDICAL LLC:					445.89
BRAINFUSE ONLINE INSTRUCTION					
2008729	04/29/2020	HELP NOW/JOB NOW ONLINE S	99-00-00-54140	LIBRARY NONPRINT MATERIALS	2,750.00
Total BRAINFUSE ONLINE INSTRUCTION:					2,750.00
BREEZY HILL NURSERY					
I-232537	04/16/2020	SOIL-PARK REPAIRS	11-52-00-53520	GROUNDS MAINT SUPPLIES	150.00
I-232701	04/21/2020	PLANTING MAINT-APR,MAY	42-34-50-52200	PARKING LOT PLANTING/MAINT	4,717.17
I-232832	04/23/2020	TOPSOIL-PARKS	11-52-00-53520	GROUNDS MAINT SUPPLIES	150.00
I-233018	04/28/2020	TOP SOIL-PARKS	11-52-00-53520	GROUNDS MAINT SUPPLIES	150.00
Total BREEZY HILL NURSERY:					5,167.17
BUMPER TO BUMPER AUTO PARTS					
662-423562	03/31/2020	DIESEL EXHAUST FLUID	11-22-00-53510	EQUIP MAINT SUPPLIES-FIRE DEPT	27.72
662-424262	04/20/2020	BULBS,PIGTAIL-TRK #26	11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	19.90
662-424319	04/21/2020	WIPERS-EXPLORER	42-34-50-53510	VEHICLE/EQUIPMENT MAINT	17.97
662-424381	04/22/2020	WIRE-RHINO MOWER	11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	13.90
662-424400	04/22/2020	ANTI FREEZE-SHOP SUPPLIES	11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	13.38
662-424465	04/23/2020	FUEL FILTER--F250	11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	15.24
Total BUMPER TO BUMPER AUTO PARTS:					108.11
CDW GOVERNMENT INC					
XCP6075	03/04/2020	FIREWALL UPGRADE REPLACE	11-10-00-52450	EXPENSES SUBJECT TO INS CLAIM	1,215.96
XLX8044	04/06/2020	PARTS VEHICLE ANTENNA	50-22-00-58000	FIRE EQUIPMENT PURCHASES	235.83
XNK3234	04/14/2020	ANTIVIRUS-SQUADS	11-21-00-53610	PD EQUIP MAINT SERV COSTS	202.16
XPR7956	04/20/2020	COMM 2 REPLACE-VIRUS	11-21-00-53050	DATA PROCESSING	330.30
Total CDW GOVERNMENT INC:					1,984.25
CIOX HEALTH					
0302188364	03/24/2020	MEDICAL RECORDS	11-21-00-53800	PD SPECIAL INVESTIGATIONS	96.60
Total CIOX HEALTH:					96.60
DINGES FIRE COMPANY					
06951	02/04/2020	TURNOUT GEAR-HELMETS	50-22-00-58000	FIRE EQUIPMENT PURCHASES	1,027.64

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
08843	04/17/2020	HANDWHEEL ASSEMBLY	11-22-00-58000	FIRE EQUIPMENT/SUPPLIES	284.66
08911	04/17/2020	(3) THERMOMETERS	11-22-00-55000	COVID-19 EXPENDITURES	299.97
Total DINGES FIRE COMPANY:					1,612.27
DOMINION VOTING SYSTEMS INC					
DVS132994	03/31/2020	ICE INK,CLEANING SHEETS	11-14-30-53110	BALLOTS/OTHER ELECTION EXPENSE	86.02
Total DOMINION VOTING SYSTEMS INC:					86.02
DUNN LUMBER					
779538	12/17/2019	ADHESIVE FASTENER	11-22-00-53500	BLDG MAINT SUPPLIES-FIREHOUSE	11.99
787663	04/02/2020	PLEXIGLASS,WOOD-SNEEZE G	11-10-00-55000	COVID-19 EXPENDITURES	721.26
787664	04/02/2020	FASTENERS-SNEEZE GRD	11-10-00-55000	COVID-19 EXPENDITURES	23.97
787696	04/02/2020	LUMBER-SNEEZE GRD	11-10-00-55000	COVID-19 EXPENDITURES	22.74
788488	04/14/2020	SEALER, BRUSH	11-22-00-52410	FIREHOUSE REPAIRS	12.08
788488	04/14/2020	COMBINATION FILE	11-22-00-53510	EQUIP MAINT SUPPLIES-FIRE DEPT	11.99
788496	04/14/2020	HANG STRIP-#202	11-21-00-53610	PD EQUIP MAINT SERV COSTS	4.99
788626	04/16/2020	OIL-WEED EATERS	11-52-00-53400	PARKS OPERATING SUPPLIES	41.97
788690	04/16/2020	OIL-CHAIN SAWS	11-32-13-54300	TREE & BRUSH OPERATING SUPPLY	163.52
788698	04/16/2020	ADHESIVE FASTENER	11-21-00-53990	PD MISCELLANEOUS EXP	3.99
788734	04/17/2020	PAINT BRUSH	11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	13.98
788914	04/20/2020	DOORBELL KIT,BATTERY-SHO	11-32-10-55000	COVID-19 EXPENDITURES	21.98
789028	04/21/2020	BATTERIES,SCREW SET-VETS	11-52-01-53500	BLDG MAINT & REPAIR	30.48
789030	04/21/2020	BRUSH,ROLLER,COVER-PIERS	40-52-10-53510	EQUIP MAINT SUPP-BUOYS,STALLS	74.74
789031	04/21/2020	DRYWALL-LOWER RIV CEILING	40-55-20-53500	BLDG MAINT SUPPLIES-LOWER RIV	13.99
789106	04/22/2020	ROLLER COVER,BRUSH-PIERS	40-52-10-53510	EQUIP MAINT SUPP-BUOYS,STALLS	22.96
789134	04/22/2020	SUPPLIES-WORK BENCH REPA	42-34-50-53990	PARKING MISC EXPENSES	12.99
789165	04/22/2020	NUTS,BOTLS-PARK BENCHES	11-52-00-53520	GROUNDS MAINT SUPPLIES	13.38
789175	04/22/2020	"SLOW" SIGN-RHINO MOWER	11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	14.99
789268	04/23/2020	CABLE TIES-SHOP	11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	47.67
789415	04/27/2020	PAINT CUPS/LINERS,GLOVE	40-52-10-53510	EQUIP MAINT SUPP-BUOYS,STALLS	17.83
789503	04/27/2020	RAIL FENCE-4 SEASONS	11-52-00-58400	4 SEASON NATURE PRESERVE	521.62
789530	04/28/2020	PRIMED WOOD STRIP-RESTRO	11-32-10-53500	BLDG MAINT SUPPLIES-STR DEPT	7.79
789562	04/28/2020	FENCING-COMPOST SITE ENT	11-32-14-54300	COMPOSTING OPERATING SUPPLIES	29.98
789595	04/28/2020	PAINT-BEACH HOUSE	40-54-10-53520	BEACH MAINTENANCE SUPPLIES	195.96
789722	04/29/2020	ROPE-PARKS	11-32-10-55000	COVID-19 EXPENDITURES	190.00
789729	04/29/2020	"OPEN/CLOSE" SIGNS-PARKS	11-32-10-55000	COVID-19 EXPENDITURES	33.93
Total DUNN LUMBER:					2,282.77
EAGLE MEDIA INC					
00130099	04/30/2020	INITIAL UNIFORM ISSUE	11-21-00-51390	PART TIME UNIFORM EXPENSE	136.00
00130158	04/09/2020	UNIFORM-BOULAND	11-21-00-51380	PD UNIFORM ALLOWANCE	54.99
Total EAGLE MEDIA INC:					190.99
ELKHORN CHEMICAL CO INC					
620471-1	04/08/2020	(66) BATH TISSUE-RESTROOM	11-52-00-53500	BLDG MAINT SUPPLIES-PARKS	1,355.64
Total ELKHORN CHEMICAL CO INC:					1,355.64
ELKHORN NAPA AUTO PARTS					
190777	04/15/2020	HOSE ENDS, OIL & AIR FILTER	11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	280.05
191200	04/20/2020	HOSE/FITTINGS-TRK #32	11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	46.96
191236	04/21/2020	(10) WIRE PLUGS-TRACTOR #3	11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	19.72

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
Total ELKHORN NAPA AUTO PARTS:					346.73
EMS MEDICAL BILLING ASSOCIATES					
MAR 2020	03/01/2020	COMMISSIONS-MAR	11-22-00-52140	OUTSIDE BILLING SERVICES	4,330.86
Total EMS MEDICAL BILLING ASSOCIATES:					4,330.86
FEH DESIGN					
110455	02/20/2020	ARCHITECTURAL SERVICES	99-00-00-52160	PROFESSIONAL SERVICES	5,833.78
110536	03/18/2020	ARCHITECTURAL SERVICES	99-00-00-52160	PROFESSIONAL SERVICES	4,017.48
Total FEH DESIGN:					9,851.26
FORD OF LAKE GENEVA					
71703	03/12/2020	OIL CHANGE,TIRE REPAIR-#20	11-21-00-53610	PD EQUIP MAINT SERV COSTS	63.82
71725	03/17/2020	BANK-2 CAT CONVERTOR REP	11-21-00-53610	PD EQUIP MAINT SERV COSTS	118.44
71746	03/17/2020	OIL CHANGE-#204	11-21-00-53610	PD EQUIP MAINT SERV COSTS	32.79
71844	03/30/2020	OIL CHANGE-#205	11-21-00-53610	PD EQUIP MAINT SERV COSTS	32.79
71847	03/30/2020	TIRE REPAIR-#209	11-21-00-53610	PD EQUIP MAINT SERV COSTS	30.95
71850	03/31/2020	OIL CHANGE,TIRE REPLACE-#2	11-21-00-53610	PD EQUIP MAINT SERV COSTS	183.99
71867	04/23/2020	REPAIRS-TRK #15	11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	442.30
Total FORD OF LAKE GENEVA:					905.08
GAGE MARINE CORP					
168624	08/07/2019	SWIM PIER-REPAIRS	40-52-10-52640	BUOYS & BOAT STALLS-REPAIRS	84.38
168628	08/07/2019	SWIM PIER-REPAIRS	40-52-10-52640	BUOYS & BOAT STALLS-REPAIRS	122.42
171037	10/08/2019	LAGOON SLIP #19-REPAIR	40-52-10-52640	BUOYS & BOAT STALLS-REPAIRS	678.97
171041	10/08/2019	STRINGER REPAIR	40-52-10-52640	BUOYS & BOAT STALLS-REPAIRS	142.00
171043	10/08/2019	LAGOON SLIP #19-REPAIR	40-52-10-52640	BUOYS & BOAT STALLS-REPAIRS	465.37
Total GAGE MARINE CORP:					1,493.14
GENERAL COMMUNICATIONS INC					
281226	04/02/2020	REPLACE CONTROL UNIT-RADI	11-22-00-52620	FD-COMMUNICATION SYS MAINT FEE	228.00
281228	04/02/2020	REPLACE MODULE-RADIO	11-22-00-52620	FD-COMMUNICATION SYS MAINT FEE	262.00
281280	04/03/2020	RETAINER RINGS-RADIO	11-22-00-52620	FD-COMMUNICATION SYS MAINT FEE	198.60
281465	04/10/2020	ANTENNA INSTALL-TOWER PR	43-21-00-17010	PD CAPITAL PROJECTS	5,025.00
281466	04/10/2020	ANTENNA INSTALL-TOWER PR	43-22-00-17010	FD CAPITAL PROJECTS	6,225.00
281813	04/20/2020	EQUIPMENT-BOAT	50-22-00-58000	FIRE EQUIPMENT PURCHASES	5,248.15
281850	04/21/2020	EQUIPMENT-2020 EXPLORER	50-22-00-58000	FIRE EQUIPMENT PURCHASES	10,205.78
Total GENERAL COMMUNICATIONS INC:					27,392.53
GENEVA LAKE ENVIRONMENTAL AGCY					
MAY 2020	05/01/2020	MAY PAYMENT-2020	40-54-10-57300	GLAKE ENVIRONMENTAL AGENCY	5,000.00
Total GENEVA LAKE ENVIRONMENTAL AGCY:					5,000.00
GENEVA LAKE LEVEL CORPORATION					
2020	04/19/2020	2020 CONTRIBUTION	40-54-10-57350	GENEVA LAKE LEVEL CORP	4,320.00
Total GENEVA LAKE LEVEL CORPORATION:					4,320.00
GIBBS, LISA					
RFD 4/2/20	04/03/2020	RFD-ST RENTAL-500 FREEMON	11-00-00-44140	PERMITS-SHORT-TERM RENTALS	1,900.00

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
RFD 4/2/20	04/03/2020	RFD-ST RENTAL-500 FREEMON	11-22-00-46230	INSPECTION FEES	100.00
Total GIBBS, LISA:					2,000.00
HENRY SCHEIN INC					
76042336	04/06/2020	EMS SUPPLIES	11-22-00-55000	COVID-19 EXPENDITURES	78.02
76177220	04/09/2020	EMS MEDS	11-22-00-58100	EMS EQUIPMENT/SUPPLIES	112.82
76281977	04/14/2020	EMS SUPPLIES	11-22-00-55000	COVID-19 EXPENDITURES	264.00
Total HENRY SCHEIN INC:					454.84
HWY C SERVICES INC					
324311	04/29/2020	MUFFLER-BOBCAT #11	11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	265.35-
Total HWY C SERVICES INC:					265.35-
INITIAL DESIGNS					
8177	04/06/2020	UNIFORMS-MARCH	11-22-00-51380	FIRE DEPT UNIFORMS	547.73
Total INITIAL DESIGNS:					547.73
JAMES IMAGING SYSTEMS INC					
986154	04/20/2020	TOSH ES3555C-APR	11-21-00-55310	COPY MACHINE & SHREDDING SVC	104.13
986155	04/20/2020	TOSH ES357-APR	11-21-00-55310	COPY MACHINE & SHREDDING SVC	24.53
Total JAMES IMAGING SYSTEMS INC:					128.66
JEFFERSON FIRE & SAFETY INC					
IN116886	04/07/2020	AXE REPLACEMENT-#E1	11-22-00-58000	FIRE EQUIPMENT/SUPPLIES	125.00
Total JEFFERSON FIRE & SAFETY INC:					125.00
JOHNSON CONTROLS					
86698764	04/14/2020	ALARM PANEL-GARAGE-JACO	11-16-10-52400	CITY HALL BUILDING REPAIRS	787.94
Total JOHNSON CONTROLS:					787.94
JUNIOR LIBRARY GUILD					
511013	04/01/2020	YOUTH BOOKS-SPANISH	99-00-00-54110	LIBRARY YOUTH MATERIALS	210.60
Total JUNIOR LIBRARY GUILD:					210.60
JUREWICZ, JUDY					
5424	04/27/2020	LOG SPLITTER REPAIR	48-00-00-53510	CEM VEHICLE MAINT/REPAIR	189.13
Total JUREWICZ, JUDY:					189.13
KAPUR & ASSOCIATES INC					
102433	04/14/2020	ENG SVCS-SUMMERHAVEN	11-00-00-13910	A/R BILL OUTS	702.00
102434	04/14/2020	ENG SVCS-VISTAS OF LG	11-00-00-13910	A/R BILL OUTS	2,317.00
102436	04/14/2020	ENG SVCS-STONERIDGE PHAS	11-00-00-13910	A/R BILL OUTS	729.45
102437	04/15/2020	ENG SVCS-302 TOWNLINE RD	11-00-00-13910	A/R BILL OUTS	49.00
102448	04/14/2020	ENG SVCS-SNAKE RD CSM	11-00-00-13910	A/R BILL OUTS	102.00
102449	04/14/2020	BLOOMFIELD RD-TAP GRANT	11-30-00-52160	CITY ENGINEERING FEES	83.00
102454	04/14/2020	SCANNING PROPERTY FILES	11-24-00-53350	OTHER PROFESSIONAL FEES	124.50
102461	04/15/2020	ENG SVCS-LG PLAZA	11-00-00-13910	A/R BILL OUTS	245.00
102463	04/15/2020	ENG SVCS-LG GIS REQUESTS	11-69-30-52120	OUTSIDE PROFESSIONAL PLANNING	622.50

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
Total KAPUR & ASSOCIATES INC:					4,974.45
KUNES COUNTRY FORD					
83964	04/08/2020	OIL/FILTER CHANGE-#A2	11-22-00-52400	EQUIPMENT REPAIRS-FIRE DEPT	116.73
Total KUNES COUNTRY FORD:					116.73
LAKE GENEVA CONVENTION					
2ND QTR 2020	05/01/2020	2ND QTR 2020 PAYMENT	47-00-00-57100	HOTEL/MOTEL ASSN-CHAM OF COMM	25,000.00
Total LAKE GENEVA CONVENTION:					25,000.00
LANGE ENTERPRISES INC					
72210	04/14/2020	DOT STICKERS	11-34-10-53740	STREET IDENTIFICATION SIGNS	454.68
Total LANGE ENTERPRISES INC:					454.68
LARRY'S TOWING & RECOVERY					
4447	02/07/2020	TOWING-DUMP TRUCK #23	11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	280.00
Total LARRY'S TOWING & RECOVERY:					280.00
LASER WORKS UNLIMITED LLC					
1597	04/16/2020	COUNCIL NAME PLATES	11-11-00-53990	COUNCIL MISCELLANEOUS EXPENSE	38.80
Total LASER WORKS UNLIMITED LLC:					38.80
LIVING AS A LEADER					
LAAL 13508	04/15/2020	TRAINING-WAY	11-21-00-54100	PD TRAINING EXPENSES	1,425.00
Total LIVING AS A LEADER:					1,425.00
MALEK & ASSOCIATES CONSULTANTS					
6112	04/08/2020	SPRINKLER INSPECT-333 BRO	11-22-00-57500	SPRINKLER SYSTEMS EXPENSES	1,030.00
Total MALEK & ASSOCIATES CONSULTANTS:					1,030.00
MARLIN PRINTING & GRAPHICS					
654402	04/10/2020	TAGS-BRUSH/LEAF PILES	11-32-14-54300	COMPOSTING OPERATING SUPPLIES	71.37
654403	04/14/2020	#10 WINDOW ENVELOPES	11-14-30-53100	CITY CLERK OFFICE SUPPLIES	84.47
654403	04/14/2020	#10 WINDOW ENVELOPES	11-15-10-53100	ACCTG OFFICE SUPPLIES	84.48
654403	04/14/2020	#10 WINDOW ENVELOPES	11-24-00-53100	BLDG INSPECTOR OFFICE SUPPLIES	42.24
654403	04/14/2020	#10 WINDOW ENVELOPES	42-34-50-53100	OFFICE SUPPLIES	42.24
Total MARLIN PRINTING & GRAPHICS:					324.80
MARTIN GROUP					
1262541	04/20/2020	KONICA 20-APR	11-21-00-55310	COPY MACHINE & SHREDDING SVC	18.26
Total MARTIN GROUP:					18.26
MIDSTATE EQUIPMENT					
D74511	04/23/2020	AUGER BIT	11-32-13-54300	TREE & BRUSH OPERATING SUPPLY	645.39
D74513	04/23/2020	AUGER BIT	11-32-13-54300	TREE & BRUSH OPERATING SUPPLY	428.54
D74513	04/23/2020	AUGER BIT-CREDIT INV D74511	11-32-13-54300	TREE & BRUSH OPERATING SUPPLY	645.39-

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
Total MIDSTATE EQUIPMENT:					428.54
MK CELLULAR					
MKCLGIN1489	04/07/2020	PHONE/CASE-PARKING MGR	42-34-50-52210	TELEPHONE EXPENSE	104.98
Total MK CELLULAR:					104.98
MKCELLULAR INC					
MKCLGIN1397	11/20/2019	PHONE CASE-MELANCON	48-00-00-52210	CEM TELEPHONE EXP	104.98
MKCLGIN1482	03/24/2020	PHONE CASE-WASWO	11-32-10-52210	ST DEPT TELEPHONE EXPENSE	69.98
Total MKCELLULAR INC:					174.96
NOVUS GLASS MADISON					
GLS0018284	04/17/2020	WINDSHIELD-PARKING TRK	42-34-50-53510	VEHICLE/EQUIPMENT MAINT	316.95
Total NOVUS GLASS MADISON:					316.95
NYQUIST ENGINEERING					
1227	04/16/2020	1ST QTR IT SVCS	11-21-00-53050	DATA PROCESSING	8,052.48
1227	04/16/2020	1ST QTR IT SVCS	11-21-00-53420	PD SPECIAL EQUIPMENT	6.98
1227	04/16/2020	1ST QTR IT SVCS	11-21-00-52620	PD COMMUNICATION SYS MAINT FEE	550.00
1227	04/16/2020	1ST QTR IT SVCS	11-21-00-53610	PD EQUIP MAINT SERV COSTS	515.24
1228	04/16/2020	1ST QTR IT SVCS	11-22-00-54500	FIRE IT SERVICES	832.96
Total NYQUIST ENGINEERING:					9,957.66
OFFICE DEPOT					
46132615001	03/18/2020	HANGING FILES,PENS	11-22-00-53100	OFFICE SUPPLIES	62.34
478579352001	04/18/2020	"SIGN HERE" TAGS	11-15-10-53100	ACCTG OFFICE SUPPLIES	8.98
478579648001	04/17/2020	PACKING TAPE	11-24-00-53100	BLDG INSPECTOR OFFICE SUPPLIES	21.19
478579648001	04/17/2020	LETTERING/ADDING MACH TAP	11-16-10-53100	CITY HALL OFFICE SUPPLIES	24.99
Total OFFICE DEPOT:					117.50
OTTO JACOBS					
121012	04/13/2020	STORM DRAIN REPAIR-TIMOTH	11-32-15-54500	STORM SEWER MAINTENANCE	400.00
Total OTTO JACOBS:					400.00
PATS SERVICES INC					
A-194934	04/17/2020	PORT A POTTY SVC-APR	48-00-00-52260	CEM WATER/SEWER EXP	220.00
Total PATS SERVICES INC:					220.00
PFI FASHIONS INC					
3035	04/22/2020	UNIFORM-JOHNSON	42-34-50-51380	PARKING UNIFORMS	381.44
Total PFI FASHIONS INC:					381.44
QUADIENT LEASING USA, INC.					
N8276757	04/24/2020	POSTAGE METER LEASE 2020	11-16-10-55320	CH POSTAGE METER RENT & EXP	891.60
Total QUADIENT LEASING USA, INC.:					891.60

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
QUILL CORPORATION					
6101479	04/08/2020	COPY PAPER	11-21-00-53100	PD OFFICE SUPPLIES	58.98
Total QUILL CORPORATION:					58.98
RELIANT FIRE APPARATUS INC					
CS001729	04/01/2020	SEAT BELT/KIT	11-22-00-52400	EQUIPMENT REPAIRS-FIRE DEPT	224.76
Total RELIANT FIRE APPARATUS INC:					224.76
RHYME BUSINESS PRODUCTS					
26865586	04/15/2020	SHARP-MX-3070N-APR	99-00-00-55320	LIBRARY EQUIP LEASES & MAINT	373.72
Total RHYME BUSINESS PRODUCTS:					373.72
RK GRAPHICS					
50279	04/08/2020	FRONT PLATE-CAR #2	50-22-00-58000	FIRE EQUIPMENT PURCHASES	30.00
Total RK GRAPHICS:					30.00
ROTE OIL COMPANY					
2010700411	04/16/2020	547.62 GALS CLEAR DIESEL	11-32-10-53410	VEHICLE-FUEL & OIL	826.35
2010700412	04/16/2020	670.38 GALS DYED DIESEL	11-32-10-53410	VEHICLE-FUEL & OIL	803.79
2011300009	04/22/2020	189.69 GALS DYED DIESEL	11-32-10-53410	VEHICLE-FUEL & OIL	198.99
2011300010	04/22/2020	255.62 CLEAR DIESEL	11-32-10-53410	VEHICLE-FUEL & OIL	347.40
Total ROTE OIL COMPANY:					2,176.53
RPM'S LLC					
12/27/19	12/27/2019	MUFFLER-AMB #3	11-22-00-52400	EQUIPMENT REPAIRS-FIRE DEPT	275.00
Total RPM'S LLC:					275.00
SHERWIN-WILLIAMS COMPANY					
9640-7	04/24/2020	PAINT-LAUNCH/L/FISHING PIER	40-52-10-53510	EQUIP MAINT SUPP-BUOYS,STALLS	2,890.00
Total SHERWIN-WILLIAMS COMPANY:					2,890.00
SIGNATURE SIGNS LLC					
5474	04/18/2020	DNR LETTERING-TRUCKS	11-32-10-53400	OPERATING SUPPLIES-STREET DEPT	26.00
Total SIGNATURE SIGNS LLC:					26.00
SOMAR TEK LLC/SOMAR ENTERPRISE					
101886	04/10/2020	UNIFORM-WALSER	11-21-00-51380	PD UNIFORM ALLOWANCE	179.97
101903	04/28/2020	SWAT EQUIP	11-21-00-53420	PD SPECIAL EQUIPMENT	62.96
Total SOMAR TEK LLC/SOMAR ENTERPRISE:					242.93
ST. EDWARD CENTRAL CATHOLIC HIGH SCHOOL					
RFD 5/8/20	04/22/2020	ST ED HS-SEC DEP REFUND 5/	40-55-10-23530	SECURITY DEPOSITS-UPPER RIV	1,000.00
Total ST. EDWARD CENTRAL CATHOLIC HIGH SCHOOL:					1,000.00
TAPCO					
I667421	04/17/2020	SIGNAL SUPPLIES	11-34-10-52600	REPAIRS-TRAFFIC SIGNALS,ETC	2,237.84

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
Total TAPCO:					2,237.84
THE LAKE GENEVA ROTARY CLUB					
040120	04/27/2020	ROTARY-2ND QTR DUES	99-00-00-52110	GENERAL ADMIN EXPENSES	65.00
Total THE LAKE GENEVA ROTARY CLUB:					65.00
THOMSON REUTERS - WEST					
842127734	04/01/2020	CLEAR REPORTING-BG & INVE	11-21-00-53800	PD SPECIAL INVESTIGATIONS	170.00
Total THOMSON REUTERS - WEST:					170.00
TOP PACK DEFENSE LLC					
4007	04/02/2020	UNIFORM-NELSON	11-21-00-51380	PD UNIFORM ALLOWANCE	314.03
4119	04/22/2020	UNIFORM-BOULAND	11-21-00-51380	PD UNIFORM ALLOWANCE	117.98
Total TOP PACK DEFENSE LLC:					432.01
TRITECH FORENSICS INC					
253496	04/22/2020	(2) KNIFE BOXES	11-21-00-53800	PD SPECIAL INVESTIGATIONS	66.29
253642	04/23/2020	NOSE PLUGS-PPE	11-21-00-53800	PD SPECIAL INVESTIGATIONS	120.18
Total TRITECH FORENSICS INC:					186.47
TRUCK COUNTRY OF WI					
R203116908:0	04/14/2020	REPAIRS-TRK #23	11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	806.14
Total TRUCK COUNTRY OF WI:					806.14
UNITED LABORATORIES					
INV285734	04/16/2020	DISINFECTANT	11-32-10-55000	COVID-19 EXPENDITURES	412.90
INV286095	04/21/2020	INSECT REPELLENT	11-32-10-53400	OPERATING SUPPLIES-STREET DEPT	214.80
Total UNITED LABORATORIES:					627.70
UNITED OCC MED WALK IN SRV, LLC					
1740	04/08/2020	NEW HIRE PHYSICALS	11-21-00-54110	PD APPLICATION PROCESS	1,052.50
Total UNITED OCC MED WALK IN SRV, LLC:					1,052.50
VANDEWALLE & ASSOCIATES INC					
202004031	04/17/2020	PLANNING SVCS-APR	11-00-00-13910	A/R BILL OUTS	3,622.50
202004031	04/17/2020	PLANNING SVCS-APR	11-69-30-52120	OUTSIDE PROFESSIONAL PLANNING	1,692.50
Total VANDEWALLE & ASSOCIATES INC:					5,315.00
VORPAGEL SERVICE INC					
46288	04/27/2020	CEILING FAN REPAIR	99-00-00-53600	LIBRARY BLDG MAINT SERVICES	125.00
Total VORPAGEL SERVICE INC:					125.00
WALWORTH COUNTY CLERK					
ELECTION 4/7/	04/24/2020	SPG ELECTION 20-BALLOTS,C	11-14-30-53110	BALLOTS/OTHER ELECTION EXPENSE	1,048.64
Total WALWORTH COUNTY CLERK:					1,048.64

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
WI CHIEFS OF POLICE ASSOC					
EXAMS-1/13/2	01/13/2020	POLICE ENTRY EXAMS	11-21-00-54100	PD TRAINING EXPENSES	271.50
Total WI CHIEFS OF POLICE ASSOC:					271.50
WISCONN VALLEY MEDIA GROUP					
25128	02/02/2020	LN-RIVIERA ADS	40-55-10-53160	PUBLICATIONS & PROMOTIONS	360.25
25128	02/02/2020	LN-WINTERFEST AD	47-70-00-57155	TOURISM MUNICIPAL DEVELOPMENT	600.00
37182	03/26/2020	PUBLIC TEST NOTICE-APR 202	11-14-30-53110	BALLOTS/OTHER ELECTION EXPENSE	8.57
37182	03/26/2020	PUBLIC TEST NOTICE-APR 202	11-00-00-13910	A/R BILL OUTS	68.56
37276	03/26/2020	LN-LIQ LIC-CUOCO PAZZO	11-10-00-53150	PUBLICATION FEES REIMBURSABLE	24.53
37515	04/02/2020	LN-10 HILLSIDE CUP	11-10-00-53150	PUBLICATION FEES REIMBURSABLE	32.14
37518	04/03/2020	LN-940 MARSHALL ST CUP	11-10-00-53150	PUBLICATION FEES REIMBURSABLE	30.76
37519	04/03/2020	LN-960 S LAKESHORE DR CUP	11-10-00-53150	PUBLICATION FEES REIMBURSABLE	32.14
38289	04/09/2020	LN-REVISED 10 HILLSIDE CUP	11-10-00-53150	PUBLICATION FEES REIMBURSABLE	50.14
38290	04/09/2020	LN-REVISED 940 MARSHALL C	11-10-00-53150	PUBLICATION FEES REIMBURSABLE	49.45
38293	04/09/2020	LN-REVISED 960 S LAKESHOR	11-10-00-53150	PUBLICATION FEES REIMBURSABLE	50.83
39026	04/24/2020	ORD 20-02 OPERATOR LIC	11-10-00-53140	OFFICIAL PUBLICATIONS & NOTICE	137.34
Total WISCONN VALLEY MEDIA GROUP:					1,444.71
YMCA					
MAY/JUN 2020	05/01/2020	MAY/JUNE PAYMENT	11-70-00-57600	YMCA-YOUTH ATHLETIC PROGRAM	9,180.00
Total YMCA:					9,180.00
ZOLL MEDICAL CORPORATION					
3053815	04/09/2020	EMS SUPPLIES	11-22-00-58100	EMS EQUIPMENT/SUPPLIES	36.96
Total ZOLL MEDICAL CORPORATION:					36.96
Grand Totals:					187,742.15

Dated: _____

Mayor: _____

City Council: _____

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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 = "L05082020","L050820A","P05082020","P05082020A","P05082020B","F050820","F05082020A","F05082020B","05062020","05062020A"
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