



FINANCE, LICENSE & REGULATION COMMITTEE

TUESDAY, SEPTEMBER 4, 2018 – 6:00 PM

CITY HALL, MEETING 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 August 21, 2018, 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 of an Event Permit Application filed by Club Scoot Jockeys/Vespa Club of America/Midwest Action Cycle for the event of Amerivespa to be held on June 19, 2019 through June 23, 2019 at Flat Iron Park, Brunk Pavilion, and Wrigley Drive (*Approved by the Board of Park Commissioners on August 22, 2018*)
 - c. Discussion/Recommendation of an Event Permit Application filed by the Club Scoot Jockeys for the event of Skootoberfest 10 to be held on October 6, 2018 at Cobb Park during the hours of 11:00 a.m. to 8:00 p.m. (*Approved by the Board of Park Commissioners on August 22, 2018*)
 - d. Discussion/Recommendation of a Park Reservation Permit filed by SCW Walworth/Ryan Dover for use of Veterans Park, North Side Soccer Fields to be used the following dates and times: Practices (5:00 to 7:30 PM): 8/14, 8/21, 8/28, 9/4, 9/11; and Games: 9/8 (3:00 PM), 9/16 (3:00 PM), 9/22 (10:00 AM) (*June 25, 2018 Park Board Discussion-SCW Walworth Soccer: Motion Olsen/Straube to recommend approval of the use of Vets Park during the months of August and September 2018, (Tuesdays in August and Tuesdays and Saturdays in October) for SCW Walworth Soccer practice and games, contingent on permits being prepared and forwarded to City Council. Motion Carried. Mr. Dover to return next month with additional permits for the soccer season; Approved by the Board of Park Commissioners on August 22, 2018*)
 - e. Discussion/Recommendation of a Park Reservation Permit filed by Brittany Speckman for use of Flat Iron Park and Brunk Pavilion for the event of Speckman/Israil Wedding to be held on July 27, 2019 from 1:30 p.m. to 3:30 p.m. (*Approved by the Board of Park Commissioners on August 22, 2018*)
 - f. Discussion/Recommendation of a Temporary Class "B"/ "Class B" Retailer's License Application filed by the Lake Geneva Rotary Club to be used at the event of Oktoberfest on October 6, 2018 and October 7, 2018 at the 200 block of Broad St. and Geneva St.

6. Discussion/Recommendation to approve a payment to Gage Marine in the amount of \$29,831.37 as part of the 2016-2018 Pier Maintenance Contract
7. Discussion/Recommendation regarding the purchase of four new soccer goals with nets, removable lever lifting wheels, and caster wheel dolly kit in an amount not to exceed \$7,235.00; funding to be paid from the Park Fund
8. Discussion/Recommendation of **Ordinance 18-08** amending subsection (1)(a) meeting of Section 2-249, Finance, Licensing, and Regulation Committee, Generally of Article II City Council of Chapter 2, Administration of the Municipal Code of the City of Lake Geneva; Relating to the days and times of meetings for the Finance, Licensing, and Regulation Committee
9. Discussion/Recommendation to schedule a Joint Meeting of the Personnel Committee and the Finance, Licensing, and Regulation Committee for September 18, 2018 at 6:00 p.m.
10. Discussion/Recommendation of **Resolution 18-R61** a resolution establishing a Fund Balance Policy for the City of Lake Geneva
11. Discussion/Recommendation regarding the definition of capital projects
12. **Presentation of Accounts**
 - a. Purchase Orders (none)
 - b. Prepaid Bills in the amount of \$82,148.81
 - c. Regular Bills in the amount of \$79,756.38
13. 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:
 - a. Assistant City Clerk
14. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

15. 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.

Posted 8/31/2018 4:00 pm

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

FINANCE, LICENSE & REGULATION COMMITTEE MINUTES

TUESDAY, AUGUST 21, 2018 – 6:00 PM

CITY HALL, MEETING ROOM 2A

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

The August 21, 2018 meeting of the Finance, License, and Regulation Committee meeting was called to order by Chairperson Howell at 6:00 p.m.

Roll Call

Clerk Kropf called the roll and noted that all five alderpersons were present. Others present included: Mayor Hartz, Finance Director Hall, and City Clerk Kropf

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

Tom Hartz; 1051 Lake Geneva Blvd; Spoke in favor of changing the meeting time for the committee the second and fourth Mondays of the month. He added that is when they used to occur.

Approve the Regular Finance, License and Regulation Committee Meeting minutes of August 7, 2018, as prepared and distributed

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

Discussion/Recommendation regarding waiver of fees for use of City barricades and Parking Stall Reservation/Bagging for the event of Lake Geneva Firebells Fundraiser to be held on September 16, 2018 at Hogs & Kisses from 3:00 p.m. to 8:00 p.m.

Motion by Hedlund to approve, second by Proksa. Hedlund expressed that the City should stop waiving the fees for events. Halverson also added that he agreed and would like to see a policy drafted to identify which events/organizations qualify for the waiver. Skates noted that he doesn't want to upset the event, and would like to see the application fees paid. Hedlund added that it costs the City money to deliver the barricades and would like that cost to be paid as well. He didn't feel they needed to pay the security deposit fee for the barricades.

Motion to amend by Hedlund to approve the waiver of fees contingent upon the payment of the application fee and the fee for the barricade use, second by Proksa. Motion carried 3-2, with Skates and Howell voting no.

Discussion/Recommendation regarding a Temporary Class "B"/" Class B" Retailer's License Application filed by St Francis de Sales to be used at the event of Fall Fest to be held on September 16, 2018 from 11:30 a.m. to 4:00 p.m. located 148 West Main Street, Lake Geneva, WI

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

Discussion/Recommendation regarding a Temporary Operator License Application filed by Robert McCormick to be used during the St Francis de Sales Fall Fest event to be held on September 16, 2018 from 11:30 a.m. to 4:00 p.m.

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

Discussion/Recommendation regarding a Massage Establishment License Application filed by Mia Faccia Salon and Day Spa to be used at 235 Broad Street, Lake Geneva, WI

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

Discussion/Recommendation regarding Pay Request #4 (Final) for Glen Fern Construction in the amount of \$11,389.08 for work completed at the Flat Iron Park Visitor's Center

Motion by Hedlund to approve, second by Skates. Hedlund noted that this is a final pay request and that VISIT Lake Geneva will be billed for a portion of the costs. Motion carried 5-0.

Discussion/Recommendation regarding Pay Request #2 for Willkomm Construction in the amount \$131,934.86 for work completed on the 2018 Main Street Reconstruction Project

Motion by Skates to approve, second by Hedlund. Finance Director Hall stated that the City is maintaining its retainer as there is some landscaping work that still needs to be addressed. She also added that the Utilities would be paying their portion of the work. Motion carried 5-0.

Discussion/Recommendation regarding **Resolution 18-R57** identifying all Council approved changes throughout the year 2018 to the Pay Scale Grades, Pay Scales, and any title changes for Full-Time Non-Represented Employees

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

Discussion/Recommendation regarding **Resolution 18-R58** identifying all Council approved changes throughout the year 2018 to the Pay Scale Grades, Pay Scales, and any title changes for Part-Time Non-Represented Employees

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

Discussion/Recommendation regarding a three-year (September 1, 2018 through August 31, 2021) contract and contract amendment with TyCo SimplexGrinnell for the City Hall Fire Alarm and Sprinkler System in an amount of \$3,128.87 per year

Motion by Hedlund to approve, second by Skates. Finance Director Hall noted that this is a renewal for the City's fire sprinkler system. Motion carried 5-0.

Discussion regarding July Treasurer's Report and July 2018 Budget vs. Actual

Finance Director Hall stated that the budget is right on track. She added that she found building permits being credited to the impact fees account. It seems that issue occurred during the software conversion, and has worked with the Utilities department to return that money. No action taken.

Presentation of Accounts

Purchase Orders

None

Prepaid Bills in the amount of \$15,107.07

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

Regular Bills in the amount of \$340,168.54

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

Adjournment

Motion by Hedlund to adjourn, second by Skates. Motion carried 5-0. The meeting of the Finance, Licensing, and Regulation Committee adjourned at 6:21 p.m.

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE FINANCE, LICENSE, AND
REGULATION COMMITTEE

Original License:

Cynthia Johnston

Angela Chesser

Tiffany Rivera

Reena Carnevale

Renewal Operator:

Tiffany Stonick

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: J. SHERM LINDSEY Date of Application: 8/9/18
2. Organization Name: CLUB SCOOT JOCKEYS & VESPA CLUB OF AMERICA & MIDWEST ACTION CYCLE
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: _____
5. City, State, Zip: _____
6. Phone: _____ E-mail: _____
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: AMERIVESPA 2019
2. Date(s) of Event: JUNE 19th - 23RD, 2019 *1/2 Brunk Pavilion*
3. Location(s) of Event: DOWNTOWN LAKE GENEVA - Flat Iron Park 1/2 Wrigley Dr
4. Hours: 19th 12:00pm 23RD 3:00PM
Start Time End Time

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

6. Day of Event Contact Name: SHERM LINOSEY Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 800 - 1000

10. Basis for Estimate: PREVIOUS YEARS

11. Will you be setting up a tent? Yes No NOT SURE YET

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.

AMERIVESPA SCOOTER RALLY IS THE VESPA CLUB OF AMERICA'S NATIONAL EVENT HELD EACH YEAR IN A DIFFERENT CITY. WE WOULD LIKE TO HAVE THE MAIN LOCATION OF THE EVENT TO BE AT FLAT IRON PARK AND WRIGLEY DR. WE HOSTED THIS EVENT IN 2012 AND THE VCOA WOULD LIKE TO COME BACK AND HAVE IT THE SAME WAY AS BEFORE. ALL ATTENDEES WILL BE ON MOTOSCOOTERS SO THE CLOSING OF WRIGLEY DRIVE FOR FRIDAY THE 21st AND SATURDAY THE 22ND WILL BE REQUESTED AGAIN. THAT SEEMED TO BE THE SAFEST WAY OF CONTAINING A GROUP THIS SIZE, THE PARK WILL HAVE A VINTAGE SCOOTER DISPLAY AND VENDORS. THE PAVILION WILL HAVE LIVE MUSIC.

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

WE HAVE A STAFF VOLUNTEERS AND OVER 100 CLUB MEMBERS WILLING TO HELP KEEP EVERYTHING CLEAN AND RUN SMOOTHLY.

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

SEE ABOVE

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 NOT SURE YET

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 NOT SURE YET

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.

WRIGLEY DRIVE BETWEEN BROAD & CENTER ST.

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.

WOULD LIKE TO DISPLAY STREET BANNERS LIKE WE DID IN 2012

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: FOR VENDORS AND BAND
- Water Explain: _____
- Traffic Control Explain: _____
- Police Services Explain: ESCORTING LARGER GROUPS OF RIDERS OUT OF TOWN
- Fire/EMS Services Explain: _____
- Other Explain: _____

Section V- Fees

Application and Permit Fees		Unit Fee			Applicable Fee
Parade Permit					
Application Fee		\$25.00			_____
Street Use Permit					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
Parking Stall Bag Request					
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 _____	= _____
Park Reservation Permit					
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	<u>1</u>	x <u>3</u>	= <u>315.00</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 _____	= _____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00	x		# of Days <u>2</u>	= <u>500.00</u>
Non-Resident	\$500.00	x			= _____
Additional Park Amenities					
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>					Subtotal: \$
					<u>905</u>

Application and Permit Fees	Unit Fee	Applicable Fee
Beach Reservation Permit		
<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 & Lakefront</i>	_____
Non-Resident		
49 Attendees or Less	\$100.00	_____
50-149 Attendees	\$150.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors & 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: \$ _____
		+ Subtotal from Page 4: \$ <u>905-</u>

Total PAID with Application: \$ 905-

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

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: 8/9/18

For Office Use Only

Date Filed with Clerk: 8/10/18 Payment with Application: \$ 905.00 Receipt: 10001434

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: Paul Wasow (see attached)

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]

Additional services needed: no work required

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): 8/22/18 Approved Denied

Reasons/Conditions: _____

Finance, License & Regulation: Meeting Date(s): 9/4/18 Approved Denied

Reasons/Conditions: _____

Council: Meeting Date(s): 9/10/18 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: _____

For Office Use Only

Date Filed with Clerk: Aug 10, 2018 Payment with Application: \$ 905.00 Receipt: 10001434

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: Alit Wasson

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: _____

Additional services needed: _____

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: _____

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?

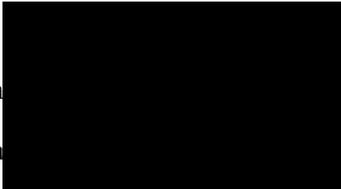
- Parade Permit.** Required for any parade on public property.
 - Map or description of the requested route to be traveled.
- Public Assembly Permit.** Required for any public gathering on public property. No fee required.
- Street Use Permit.** Required for any event using a public street. Per Sec. 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.

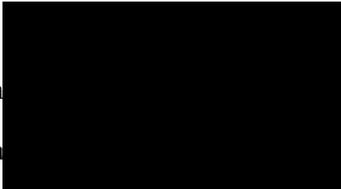
Section II - Applicant Information

1. Applicant Name: SHERM LINDSEY Date of Application: 8/9/18
2. Organization Name: CLUB SCOOT JOCKEYS
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: _____
5. City, State, Zip: LAKE GENEVA, WI 53147
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: SKOOTBERFEST 10
2. Date(s) of Event: OCTOBER 6th, 2018
3. Location(s) of Event: COBB PARK
4. Hours: 11:00am - 8:00pm
Start Time End Time

5. Event Chair/Contact Person: SHERM LINDSEY Phone 

6. Day of Event Contact Name: SHERM LINDSEY Phone 

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 120

10. Basis for Estimate: PREVIOUS YEARS

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.

OUR ANNUAL FALL SCOOTER RIDE NOW IN ITS 10TH YEAR. WE WILL HAVE A GROUP RIDE STARTING AT MIDWEST ACTION CYCLE AND ENDING AT COBB PARK FOR A BBQ. THEN ATTENDEES WILL GO TO THE CITY'S OKTOBERFEST.

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

OVER 50 PEOPLE STAFFED AND VOLUNTEERS

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

SAME AS ABOVE

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.

*By approved
Parks
will
apply*

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

6. Day of Event Contact Name: SHERM LINDSEY Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 120

10. Basis for Estimate: PREVIOUS YEARS

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

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

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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.

NONE

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:

WE WILL BE USING FLAT IRON TAP TO PROVIDE BEER IN THE PARK. IF APPROVED WE WILL SUBMIT THE NECESSARY APPLICATIONS. IF NOT APPROVED WE WILL REQUEST THE SAME PARK BUT JUST NOT WITH ANY ALCOHOL.

3. Description of signage to be used during event: NONE

If requesting City banner poles, please include a Street Banner Display Application.

Club Scoot Jockeys can apply for a temporary retailers license, but Flat Iron Tap cannot sell alcohol, under their license, anywhere but Flat Iron Tap. : A temporary license would be a viable option as the club is a nonprofit. This was explained at the time the application was submitted.

[Signature]

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: _____
- NONE

Section V- Fees

Application and Permit Fees		Unit Fee			Applicable Fee
Parade Permit					
Application Fee		\$25.00			_____
Street Use Permit					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
Parking Stall Bag Request					
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 _____	= _____
Park Reservation Permit					
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				<u>100.00</u>
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	<u>1</u>	x <u>1</u>	= <u>55.00</u>
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 _____	= _____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00			# of Days	
Non-Resident	\$500.00			x _____	= _____
Additional Park Amenities					
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>					Subtotal: \$ <u>180-</u>

Application and Permit Fees	Unit Fee			Applicable Fee
Beach Reservation Permit				
<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 & Lakefront</i>			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors & 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: \$				_____
+ Subtotal from Page 4: \$				<u>180.⁰⁰</u>

Total PAID with Application: \$ 180⁻

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: 8/9/18

For Office Use Only

Date Filed with Clerk: 8/10/18 Payment with Application: \$ 180 Receipt: 10001427

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: Will Need Additional Cans at least 3

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): 8/22/18 Approved Denied

Reasons/Conditions: _____

Finance, License & Regulation: Meeting Date(s): 9/4/18 Approved Denied

Reasons/Conditions: _____

Council: Meeting Date(s): 9/10/18 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: _____

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).

*Original @
Police Station*

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: Ryan Dover Date of Application: 8/12/18
2. Organization Name: SCW Walworth
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: _____
5. City, State, Zip: _____
6. Phone: _____ E-mail: _____
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: Soccer activities - AUG and SEP 2018 Practices and Games
2. Date(s) of Event: Practice: 8/14, 8/21, 8/28, 9/4, 9/11, 9/18, 9/25 Games: 9/8, 9/16, 9/22
3. Location(s) of Event: Veterans Park - North Side Fields (off Park Drive)
4. Hours: Practice: 5:00PM-7:30PM Games: 9/8@3PM, 9/16@3PM, 9/22@10AM

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

6. Day of Event Contact Name: Ryan Dover Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: average of 75 people

10. Basis for Estimate: number of players for practice and players and parents per game.

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. On the north side of Veterans Park. We will use one field at a time right off Park Drive.

14. Description of plan for handling refuse collection and after-event clean-up: Attending SCW Coaches and Team Manager responsible for making a "sweep" following game to pick up refuse.

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

NA

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.
NA

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.
Possible sponsor and club banner posted during game day.

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	
Parade Permit					
Application Fee		\$25.00			0
Street Use Permit					
Application Fee		\$25.00			0
Permit Fee - Events lasting 2 days or less		\$40.00			0
Permit Fee - Events lasting more than 2 days		\$100.00			0
Parking Stall Bag Request					
Administrative Fee		\$10.00			0
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	0
November 15 - February 29	\$10.00	x	_____	x _____ =	0
Park Reservation Permit					
Application Fee		\$25.00			25
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less		\$50.00			
50-149 Attendees		\$100.00			100
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	1	x 10 =	550
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 _____ =	
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00			x _____ =	
Non-Resident	\$500.00			x _____ =	
Additional Park Amenities					
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>					Subtotal: \$ 625 \$675.00

Application and Permit Fees	Unit Fee	Applicable Fee
Beach Reservation Permit		
<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 & Lakefront</i>	_____
Non-Resident		
49 Attendees or Less	\$100.00	_____
50-149 Attendees	\$150.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors & 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: \$ 0
		+ Subtotal from Page 4: \$ \$675

Total PAID with Application: \$ \$675

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: 8/13/18

For Office Use Only

\$675.00

Date Filed with Clerk: 8/13/18 Payment with Application: \$ Invoiced on 8/16/18 Receipt: _____

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: See attached

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: See attached

Additional services needed: _____

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): 8/22/18 Approved Denied

Reasons/Conditions: _____

Finance, License & Regulation: Meeting Date(s): 9/4/18 Approved Denied

Reasons/Conditions: _____

Council: Meeting Date(s): 9/10/18 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: _____

For Office Use Only

Date Filed with Clerk: 8/13/18 Payment with Application: \$ 8/16/18 ^{Invoiced} Receipt: _____

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: _____

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: _____

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]

Additional services needed: No staff 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: _____



In order for the City of Lake Geneva to hold your reservation, the Event Permit Form, this form, and payment must be received. Failure to do so will result in loss of reservation.

I agree to abide by the policies and rules of the City of Lake Geneva. I understand that I am responsible for any damage to City property that may occur during my usage. I understand I should report any problems to the City of Lake Geneva.

RELEASE OF CLAIMS AND WAIVER OF RIGHTS
(Please read carefully before signing)

In consideration for the use reservation and use of city properties, the undersigned agrees as follows:

- A. **Covenant Not to Sue:** Lessee shall never institute any action or suit at law or in equity against the City of Lake Geneva, individually, and its officers, directors, insurers, employees, agents, or assigns, and shall not prosecute or in any way aid in the institution or prosecution of any claim, demand, action, or cause of action for damages, costs, loss of services, property damage, expenses or compensation, attorney fees, or litigation costs for or on account of any damage, loss, or injury, either to person or property, or both, resulting or to result, known or unknown, past, present, or future, arising out of Lessee's use of any reserved property or use of city properties in the City of Lake Geneva, Walworth County, Wisconsin.
- B. **Indemnification and Hold Harmless Agreement:** Lessee shall indemnify and hold the City of Lake Geneva, individually and, its officers, directors, insurers, employees, agents, or assigns, harmless and defend them, and each of them, from and against any and all claims, actions, damages, liability, losses, expenses, attorney fees, litigation costs, or liens, arising out of any negligent act or omission by or on behalf of the City of Lake Geneva, and further arising out of any occurrence causing injury or damage to any persons or property, or resulting from or caused by any negligent acts or omissions of the City of Lake Geneva or out of any negligent acts or omissions of Lessee, its agents, and assigns, while exercising any of the rights and privileges granted by the Event Permit Agreement. Lessee agrees to pay all litigation costs and all actual attorney fees incurred by the City of Lake Geneva in connection therewith, and to pay any final judgment entered in an action to which this indemnification agreement applies.

Lessee Signature: _____



Date: 8/13/18

City of Lake Geneva, 626 Center St. 262.248.3673

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: Brittany Speckman Date of Application: 7/26/18
2. Organization Name: Speckman/Israil Wedding
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: _____
5. City, State, Zip: _____
6. Phone: _____ E-mail: _____
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: Speckman/Israil Wedding
2. Date(s) of Event: Saturday July 27th, 2019
3. Location(s) of Event: Flat Iron Park/Pavilion
4. Hours: 1:30pm 3:30pm
Start Time End Time

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

6. Day of Event Contact Name: Kris Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 130

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. Detailed description of proposed event with map of exact location of the event and/or route.

Wedding at the Pavilion with benches set up. Grand entrance doors.

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

Renting benches and garbage cans through this application.

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.

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

Section V- Fees

Application and Permit Fees		Unit Fee			Applicable Fee
Parade Permit					
Application Fee		\$25.00			_____
Street Use Permit					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
Parking Stall Bag Request					
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	_____ = _____
Park Reservation Permit					
Application Fee		\$25.00			\$25.00
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less		\$50.00			_____
50-149 Attendees		\$100.00			\$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	1	x	1 = \$55.00
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	_____ = _____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00			# of Days	
		x	1	=	\$250.00
Non-Resident	\$500.00				_____
		x	_____	=	_____
Additional Park Amenities					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each	x	25	+	\$50.00 = 175.00
Picnic Tables	\$15.00 each	x	_____	+	\$50.00 = _____
Barricades	\$5.00 each	x	_____	+	\$50.00 = _____
Trash Receptacles	\$8.00 each	x	3	+	\$50.00 = \$66.00
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>					Subtotal: \$ 671.00

Application and Permit Fees	Unit Fee			Applicable Fee
Beach Reservation Permit				
<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 & Lakefront</i>			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors & Lakefront</i>			_____
Beach Reservation Fees - Per Day				
Non-Profit or Resident				
49 Attendees or Less	\$30.00	# of Days	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: \$				_____ <i>\$671.00</i>

Total PAID with Application: \$ _____ *\$671.00*

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:

Brittany Speckman

DATE: 7/26/2018

For Office Use Only

Date Filed with Clerk: 8/26/18 Payment with Application: \$ 210/18 671.00 Receipt: 10.001428

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: No STAIRS 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): 8/22/18 Approved Denied

Reasons/Conditions: _____

Finance, License & Regulation: Meeting Date(s): 9/4/18 Approved Denied

Reasons/Conditions: _____

Council: Meeting Date(s): 9/10/18 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

Application Date: 8/20/18

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 October 6, 2018 and ending October 7, 2018 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 Lake Geneva Rotary Club

(b) Address _____

Town Village City

(c) Date organized 1979

(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 Martha Thelen

Vice President John Stensland

Secretary _____

Treasurer _____

(g) Name and address of person in charge of affair: Bridget Leech - Lake Geneva Business Improvement District

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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 _____

(b) Lot _____ Block 200 block of Broad St at Geneva St. intersection

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

(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 Lake Geneva Oktoberfest

(b) Dates of event Saturday, October 6 and Sunday October 7, 2018

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 
(Signature/date)

Lake Geneva Rotary
(Name of Organization)
Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 8/24/18

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: Lake Geneva Rotary Club

Name of Event: Lake Geneva Oktoberfest

Date of Event: Saturday, October 6 and Sunday October 7, 2018

Time of Event: 11:00am - 5:00pm both days
(Beginning) (Ending)

Event Contact Person: Bridget Leech

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: 8/24/18 Receipt No: 10.00608

Total Amount: \$10.00

Forwarded to Police Chief: 8/24/18

Recommendation: [Signature] Approved Denied

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

FLR Approval: 9/4/18

License Issued: 10/06/18

Council Approval: 9/10/18

License Number: _____

License Expires: 10/07/18

MAILTO: Organization _____

CITY OF LAKE GENEVA
Gage Marine Pier Costs Summary

Spring Installation (per contract) (\$36,940/2)	18,470.00
(1) Additional Ramp Installed	150.00
Ice Rails	177.50
Replace Damaged Catwalk (add ons approved by B. Oborn - per e-mails)	722.57
Repair Damaged/Bad Pier Parts- Riviera Pier (per estimate approved by B. Oborn) - see attached	6,334.76
Replace Horses on Riviera Pier (per estimate approved by B. Oborn) - see attached	<u>3,976.54</u>
Total amount to be paid to Gage Marine	<u><u>29,831.37</u></u>



Repair Estimate for Riviera Pier

Customer: City of Lake Geneva Riviera Pier

Pier #: 0

Replace 5 Horse's on Riv Pier

Removal, Disposal Site Prep

Labor, and Crane Time with Operator	18.5 Hrs	\$1,960.00
-------------------------------------	----------	------------

Installation and Materials

Labor, Delivery, Install, Crane Time w/operator	38 Hrs	\$3,205.00
Materials		\$1,179.76

	<hr/>
	\$6,334.76
Sales Tax	\$0.00
Total	<hr/>
	\$6,334.76



Repair Estimate for Riveria Pier

Customer: City of Lake Geneva

Pier #: 0

Replace Horse's on Riv Pier

Horse's	#10,11	2 @	\$646.05	\$1,292.10
	#D1	1 @	\$551.62	\$551.62
	#ST1	1 @	\$641.82	\$641.82
Labor		21 Hrs		\$1,491.00

	<u>\$3,976.54</u>
Sales Tax	\$218.71
Total	\$4,195.25

**CITY OF LAKE GENEVA
AGREEMENT
2016 – 2018 PIERS & BUOYS SERVICE**

RECEIVED
APR 20 2016

This agreement is dated 2-25-2016 by and between the City of Lake Geneva (herein call Owner or City) and Gage Marine Corp. (herein call Contractor).

Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Scope of Services

This contract for services is intended to provide for the annual installation, removal and maintenance (excluding painting) for the following City-owned lakefront piers, slips and buoys: Fishing Pier, West Pier with 50 boat slips, 56 buoys located in the waters adjacent to the Library Park shoreline, 4 “in and out” buoys at the launch ramp, 6 swim area buoys and six slow-no wake buoys from Riviera Pier to West Pier, two Swim Piers, and Designated Swimming Area floats (does not include White Shallow water marker for swim area), and Launch Pier.

Specific Services Required

Fishing Pier – Contractor shall install and remove the pier and replace all rotted materials. When removed, the pier shall be placed on the beach and the west end of Library Park. The City will pay for all (previously approved) materials. The pier shall be installed by the 20th day of open water after the spring thaw and should be removed after October 15th.

West End Pier – Contractor shall install and remove the pier and replace all rotted materials. When removed, the pier shall be placed on the beach and the west end of Library Park. The City will pay for all (previously approved) materials. The pier shall be installed by the 20th day of open water after the spring thaw and should be removed after October 15th.

Dinghy Ramps – The Contractor shall remove and reset the dinghy ramps (6 total) every year.

Buoys – Contractor shall install and remove the 56 city-owned buoys and store them on City property. Installation should be completed by the 15th day of open water after the Spring Thaw. The Contractor is responsible for checking the chains and anchors and replacing them whenever necessary throughout Service Contract terms. Replacement of chain, buoy and anchor will be on a time and material basis and will require written approval.

Swim Piers – Contractor shall install and remove the two swim piers and replace rotted parts. The City will pay for all (previously approved) materials. The work shall be completed at least three days prior to Memorial Day. Removal of the piers shall occur after Labor Day and no later than October 15th.

Designated Swim Area Floats - Contractor shall install and remove the Designated Swim Area Floats. Installation work shall be completed at least three days prior to Memorial Day. Removal of the floats shall occur after September 15th and no later than October 15th. The floats will be stored on City property (Does not include white shallow water markers for swim area).

Replacement of any pier components on any of the piers for any reason will be done on a time and material basis and will require written approval before commencement of work.

Contract Term

The term of the Service Contract for services required in this contract shall be for three years, commencing on the 1st of January, 2016, or date of the signed contract, whichever is later, and ending on the 31st day of December, 2018.

Contractual Relationship

The Contractor agrees that any services rendered on behalf of the City of Lake Geneva shall be as an independent contractor. The contractor and his employees shall not be considered agents or employees of the City of Lake Geneva. No employees of the contractor shall be entitled to any benefits, compensation, unemployment compensation, disability compensation or compensation of any kind whatsoever, except as provided by contractor.

Insurance and Hold Harmless

The Contractor shall provide its own insurance for liability, \$1,000,000 and \$1,000,000 personal injury, and deliver to the City evidence of such coverage during the term of the Service Contract.

The Contractor shall indemnify and hold City harmless for any damage caused by its employees' negligent or intentional acts and whether those acts cause property damage or personal injury.

The Contractor shall provide worker's compensation insurance for all employees or otherwise meet the statutory requirements for a self-insured employer. Contractor shall deliver to the City evidence of such coverage during the Service Contract.

The Contractor agrees to abide by all statutory and administrative rules promulgated by the State of Wisconsin or its subdivision in carrying out the services of the Service Contract, including but not limited to the Wisconsin Department of Natural Resources. Failure to abide by any such rules will be deemed a serious breach of the contract and the City may declare the contract void upon such violation.

Method of Payment

For Installation/Removal One-half of the annual payment shall be made by the 15th day after receipt of invoice for completion of Spring installations, and the balance shall be due by the 15th day after all receipt of invoice for completion of Fall removals.

For Maintenance payment shall be made 15th day after receipt of invoice for completion of maintenance work.

Compensation for Services

The Contractor agrees to provide all labor, tools and equipment needed on an annual basis for the work described herein at a cost of:

- I. Installation/Removal:
 - 1) \$34,820 for year 2016
 - 2) \$35,864 for year 2017
 - 3) \$36,940 for year 2018

- II. 2016 Maintenance with Repair Parts as follows:
 - West Pier
 - Horses
 - 4 Horses 83' wide 96" Deep
 - 2 Horses 42' Wide 84" deep
 - 2 Horses 42' Wide 96" Deep
 - 5 Horses 107" Wide 96" Deep
 - 1 Horse 107" Wide 84" Deep
 - Stringers
 - 3-6x6x26'
 - 2-6x6x16'
 - 1-6x6x14'
 - 1-6x6x12'
 - Decking
 - 13 Pallets 12 board-2x6x23"
 - 31 Pallets 4 board-2x6x88"
 - 3 Pallets 5 board-2x6x64"
 - Fishing Pier
 - Decking
 - 3 Pallets 3 boards-2x6x112"
 - 2 Pallets 4 boards-2x6x88"
 - Miscellaneous
 - 1 Fishing Stand (rod Holder)
 - Launch Pier
 - Decking
 - 1 Pallet 5 board-2x6x64"

East Swim Pier

Stringers

1-4x6x12' with a 2x2

1-4x6x10' with a 2x2

Decking

2 Pallets 3 boards-2x10x8'

Misc.

2-12' Ladders

48'-2x4 Capping

30'-2x2

West Swim Pier

Horse

1 Horse 107 1/2" Wide 96" Deep

Stringers

1-4x6x14' with a 2x2

1-4x6x20' with a 2x2

Decking

10 Pallets 3boards-2x10x8'

Miscellaneous

48'-2x4 Capping

Total \$20,435.38

The falling additional work is on an advance approval time and material basis:

- 1) Additional 2016 maintenance work
- 2) 2017 annual pier maintenance work
- 3) 2018 annual pier maintenance work
- 4) Beach Fence work
- 5) Ice Rails
- 6) Lagoon Piers
- 7) Gasoline Piers
- 8) Three Main Riviera Piers

Additional Maintenance work for 2016, 2017, and 2018 to replace any pier components on any of the piers for any reason will be done on a time and material basis and will require written approval before commencement of work.

Miscellaneous

No assignment by a party hereto of any rights under or interests in the Contract Document will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

Owner and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and leg representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

This Agreement will become effective February 15, 2016.

In Witness Whereof, Owner and Contractor have signed this Agreement in duplicate.

Contractor Attest

GAGE MARINE
Contractor

W.B. Gage Jr.
Signature

WILLIAM B. GAGE JR. PRESIDENT
Name and Title

PO BOX 220 / 1 LIECHTY DR. WILLIAMS BAY WI 53191
Address

Owner Attest

City of Lake Geneva

Owner
James Connors
Signature

James Connors, Mayor
Name and Title

626 Geneva Street, Lake Geneva, WI 53147
Address

Sabrina Waswo
Signature

Sabrina Waswo, Clerk
Name and Title

MILLER & ASSOCIATES - SAUK PRAIRIE, INC.



PO Box 154
Prairie du Sac, WI 53578

www.MillerSaukPrairie.com

Office 608.643.8105
800.953.8700
Fax 608.643.7932

QUOTATION

Date: August 7, 2018
To: City of Lake Geneva
Attn: Neil Waswo
Project: Keeper Goals Soccer Goals

QTY.	MODEL/DESCRIPTION	UNIT PRICE	EXTENSION
-2 Pair-	(M83-824) 8' x 24' Rectangular Steel Soccer Goals w/ Nets <i>Note: Total of 4 Soccer Goals (2 Pair = 4 Goals)</i>	\$ 3,005.00	\$ 6,010.00
-1-	(MW-2) Removable Lever Lifting Wheels 2/Set	\$ 440.00	\$ 440.00
-1-	(CMW-4-Caster-Dolley) Caster Wheel Dolley Kit for Soccer Goals	\$ 440.00	\$ 440.00
	Delivery and Set Up on 2 Sets of Goals		\$ 345.00
	TOTAL		\$ 7,235.00

Terms: Net 15 from Invoice Date
*(We apply a surcharge of 3%
on all credit card purchases.)*

Est. Ship: 4 Weeks ARO
FOB: Lake Geneva, WI
Quote Valid: 30 Days

NOTE

- **Pricing DOES NOT INCLUDE any applicable tax.**
- Set up of the materials is the responsibility of the purchaser, except as noted.
- Materials will be shipped via common carrier. The purchaser is responsible for receiving (off-loading) and storage of all materials.
- Any damages or shortages must be noted on the bill of lading at the time of receiving the materials.

Larry Seiple Jr.
Customer Service / Sales

cc: Ty Calkins, Sales Representative

ORDINANCE 18-08

AN ORDINANCE AMENDING SUBSECTION (1)(a) OF SECTION 2-49, STANDING COMMITTEES, OF ARTICLE II, CITY COUNCIL, OF CHAPTER 2, ADMINISTRATION, OF THE MUNICIPAL CODE OF THE CITY OF LAKE GENEVA; RELATING TO THE DAYS AND TIMES OF MEETINGS FOR THE FINANCE, LICENSING, AND REGULATION COMMITTEE

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

1. That Subsection (1)(a) of Section 2-49, Finance, Licensing, and Regulation Committee, of Article II, CITY COUNCIL of Chapter 2, Administration of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

(1) Finance, Licensing and Regulation Committee. The Committee shall have the duties and powers set forth below:

[Amended 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08; 12-27-2016 by Ord. No. 16-23]

a. Meeting. The Committee shall meet at 5:00 p.m. on the second and fourth Monday of each month and additionally as called by the Chairman or by a majority of the Committee.

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

Adopted this 10th day of September, 2018.

Tom Hartz, Mayor

Attest:

Lana Kropf, City Clerk

First Reading: June 25, 2018
Second Reading:
Adoption:
Publication:

CITY OF LAKE GENEVA

626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com



Memorandum

Date: August 30, 2018
To: Finance License & Regulation Committee and Personnel Committee
From: Dave Berner, Interim City Administrator
Subject: Health Insurance – FLR and PC Joint meeting

On Monday August 27th I held a meeting with Matthew Chadwick and Bill Schwarzenbart of Cottingham & Butler that included the Mayor and staff. The purpose of our meeting was to get a status report concerning their progress in reviewing and analyzing best options for providing health insurance for the City of Lake Geneva. Mr. Chadwick did a nice job of explaining the options being considered and possible timelines involved in having all the information together for the Council to make an informed decision.

I'm requesting the Finance License & Regulation Committee and Personnel Committee call for a special meeting on September 18th at 5pm with the City's health insurance consultant, Matthew Chadwick to review said options in detail for eventual determination and recommendation by your respective committee's to the Common Council that hopefully can be accomplished before adoption of the 2019 Budget.

Resolution No: 06-R69

WHEREAS, the Common Council approved the 2006 operating budget for the General Fund, including estimated revenues of transfers from the Parking Lots and Meters Fund and the Lakefront Fund. It is anticipated that each of these transfers will be accomplished by year end totaling \$1,022,214, and

WHEREAS, it is estimated that at year end, the General Fund will have excess revenues and other financing sources over expenditures and other financing uses of approximately \$200,000, which will increase the General Fund's Fund Balance to approximately \$691,000, of which approximately \$585,000 will be unreserved, and

WHEREAS, the 2005 "management letter" from the auditors stated that it is desirable to have in **unreserved fund balance an equivalent to three months of expenditures or** \$1,650,000 (2006), and

WHEREAS, TIF #4-funded projects are located at the lakefront and downtown and are dealing with issues pertaining to the lakefront, downtown parking and other infrastructure improvements and therefore the excess revenues over expenditures in the Lakefront and Parking Lots and Meters Funds are not needed for these projects at this time and can be utilized in the General Fund to increase its Fund Balance and to reimburse the General Fund for costs incurred related to street maintenance and traffic and parking regulations pursuant to Section 349.14 of Wisconsin Statutes, and

WHEREAS, it is still desirable to have a small fund balance remaining in each of these Special Revenue Funds and the level that would be most appropriate is \$150,000 for the Lakefront Fund and \$150,000 for the Parking Lots & Meters Fund and that the excess could be transferred to the General Fund by the year end 2006, and

WHEREAS, it is understood that reaching the desirable level in Unreserved Fund Balance in the General Fund will take more than one year to accomplish and will require additional prudence in our budgeting and spending and therefore a similar resolution may be brought before the Common Council in 2007, if necessary;

BE IT THEREFORE RESOLVED, that the Common Council adopts a resolution to transfer to the General Fund, at year end 2006, an amount which will leave a fund balance of \$150,000 in each of the Lakefront and Parking Lots and Meters Special Revenue Funds.

Adopted this 27th day of November, 2006.

APPROVED:



Sheldon Shepstone, Mayor

ATTEST:



Diana Dykstra, City Clerk

Resolution No. 18-R61

A RESOLUTION ESTABLISHING A FUND BALANCE POLICY FOR THE CITY OF LAKE GENEVA

WHEREAS, the Fund Balance Policy is intended to provide guidelines during the preparation of the annual budget to ensure that sufficient financial reserves are maintained for unanticipated expenditures or revenue shortfalls and preserve flexibility throughout the fiscal year to make adjustments in funding departments and/or programs, and

WHEREAS, it is deemed to be in the best financial interests of the City to rescind the current Policy (Resolution No. 06-R69) and adopt a new Fund Balance Policy as recommended by the auditor and the City Administration for the following summarized reasons:

1. To update the definitions of fund balance to current GASB (Governmental Accounting Standards Board) language and definitions.
2. To define the order of the use of restricted and unrestricted funds.
3. To set an acceptable limit of the City's general fund balance at 25% of budgeted appropriations, excluding debt service and capital outlay expenditures.
4. To provide an effective management tool to responsibly utilize City resources to stabilize the City's mill rate and ensure continued provision of services to City residents.
5. To provide the Common Council guidance and flexibility in appropriating excess funds over the approved acceptable limit of 25%.
6. Ensure compliance in the process of developing and adopting the annual budget.

NOW, THEREFORE, be it resolved by the Lake Geneva Common Council that the current Fund Balance Policy is hereby rescinded and hereby approves the attached Fund Balance Policy.

Adopted by the Common Council of the City of Lake Geneva on September 10, 2018.

Tom Hartz, Mayor

ATTEST:

Lana Kropf, City Clerk

CITY OF LAKE GENEVA

Fund Balance Policy

Purpose

The Fund Balance Policy of the City of Lake Geneva, Wisconsin (hereinafter referred to as the City) is intended to provide guidelines during the preparation of the annual budget to ensure that sufficient financial reserves are maintained for unanticipated expenditures or revenue shortfalls. It also is intended to preserve flexibility throughout the fiscal year to make adjustments in funding for departments and/or programs approved in the annual budget. The Fund Balance Policy is established based with a long-term perspective recognizing that stated fund balance thresholds are considered minimum balances. The main objective of establishing and maintaining a Fund Balance Policy is for the City to be in a strong fiscal position that will allow for better position to weather negative economic periods. This Fund Balance Policy applies to the City's governmental funds.

Definitions

Fund balance is the difference between assets and liabilities as reported in the basic financial statements for governmental funds only. The Governmental Accounting Standards Board (GASB) has defined the following categories for fund balances:

Non-spendable fund balance – amounts that are not available for spending, either now or in the future, because the amount is offset by assets that are not in a spendable form and cannot be converted to cash (such as inventory and prepaid items) or are required to be maintained intact (Cemetery perpetual care fund, Library endowment fund).

Restricted fund balance - amounts are externally imposed by creditors (such as through debt covenants), grantors, contributors, laws, or regulations of other governments. The City currently restricts fund balances in the Impact Fees Fund and Public Library Fund.

Committed fund balance – amounts constrained to specific purposes by the governing body by the highest-level formal action prior to the close of the period. To be reported as committed, amounts cannot be used for any other purpose unless changed by the governing body. Commitments must be made prior to the end of the fiscal year regarding purpose; however, the amount may be determined subsequent to the fiscal year. The City currently has committed fund balances in the Equipment Replacement Fund and Impact Fees Fund.

Assigned fund balance – amounts the City intends to use for a specific purpose, provided neither a restriction nor commitment is applicable. The City has created the following special revenue and capital projects funds to account for specific revenue sources:

- Parking Meters and Lots
- Lakefront Operations
- Cemetery Operations
- Tourism Commission
- Capital Improvements
- Equipment Replacement Fund

The City's special revenue funds are included in the City's annual approved budget. New special revenue funds can be established through the City's budget process. The City also has established capital projects funds for annual capital improvements and equipment replacement. The City Council has not delegated the authority to assign fund balance to the City Administrator or other specific official. Any assignment of fund balance will be made by the City Council.

Unassigned fund balance – consists of excess funds that have not been classified in the previous four categories. All funds in this category are considered spendable resources. This category also provides necessary working capital to fund daily operations, provides the resources necessary to meet unexpected expenditures and revenue shortfalls, and assists in maintaining the City's Aa2 bond rating.

Order of Use of Restricted and Unrestricted Funds

When both restricted and unrestricted funds are available for expenditure, restricted funds should be spent first unless legal requirements disallow it. When committed, assigned and unassigned funds are available for expenditure, committed funds should be spent first, assigned funds second, and unassigned funds last.

General Fund Balance

The general fund, as the principal operating fund of the City, often will have net resources in excess of the commitments. A formal written policy governing the purpose and acceptable limit of the City's general fund balance is an effective financial management tool to responsibly utilize City resources to stabilize the City's mill rate and ensure the continued provision of services to residents. An adequate general fund balance provides resources to:

- Maintain sufficient working capital to finance operating expenditures without short-term borrowing for cash flow purposes.
- Temporarily finance unanticipated expenditures or unusual fluctuation in the City's revenue sources.

Minimum Level of Unassigned Fund Balance – General Fund

The general fund unassigned fund balance will be maintained at a level sufficient to provides for the required resources to meet operating cost needs, to allow for unforeseen needs of an emergency nature, and to permit orderly adjustment to changes resulting from fluctuations of revenue sources.

Accordingly, the City of Lake Geneva should strive to maintain a general fund balance equal to 90 days, or 25% of budgeted appropriations excluding budgeted debt service, and capital outlay expenditures.

This policy shall cover all funds primarily supported by the tax levy, excluding debt service, and capital project funds. In determining the acceptable limit of general fund balance, the City considered the following factors:

- Historical stability of the City's revenue, expenditures and mill rate.
- Timing of revenue collections in relation to payments made for operational expenditures
- Anticipated growth in the City's valuation and/or services to be provided to City residents.

To maintain the City's general fund balance within the acceptable limit, the City shall strive to:

- Eliminate the budgeted use of fund balance if its use would reduce the available balance below policy minimums.
- Retain any operational surplus at the end of any fiscal year to the general fund to meet policy minimums.

Any amounts remaining in the fiscal year-end unassigned fund balance in excess of 25% of the approved subsequent year's budget can be available for appropriation by the City Council to cover such items as revenue shortfalls, unanticipated expenditures and capital expenditure items, and to ensure stable tax rates. The City Council will attempt whenever possible to avoid appropriating such funding for recurring expenses.

Restoration of General Fund Balance

From time to time, the City's general fund balance may be depleted below the limit approved in this policy. If the general fund balance is depleted below the levels established by this policy, the City Administrator will:

- Develop a plan to restore the balances over time for City Council approval.
- Develop a plan including recommendations for rate/fee adjustments and/or expenditure reductions as may be appropriate.
- Review and update the plan on an annual basis with the City Council until the policy level guidelines are achieved.

Annual Review and Determination of Fund Balance Amounts

Compliance with the provisions of this policy shall be reviewed as a part of the annual budget adoption process and amounts of the minimum level of unassigned fund balance in the general fund shall be determined during this process. The City's fund balance policy is subject to review and change by City management and elected officials on a regular basis.

CITY OF LAKE GENEVA
Fund Balance Analysis
12-31-17

Fund	Balance 12/31/2016	2017 Change	Balance 12/31/2017	
General	3,953,788	685,381	4,639,169	
Parking Meters and Lots	900,000	75,000	975,000	Assigned
General Debt Service	-	70,630	70,630	Restricted
Capital Improvements	274,309	(406,865)	(132,556)	Assigned
Equipment Replacement	2,499,844	129,596	2,629,440	Committed/Assigned
Lakefront Operations	909,856	75,000	984,856	Assigned
Tourism Commission	-	90,544	90,544	Assigned
Public Library	719,515	77,247	796,762	Assigned/Restricted
Cemetery	123,279	9,020	132,299	Assigned
Cemetery Perpetual Care	564,576	60,066	624,642	Non-Spendable
Impact Fees	181,818	(148,482)	33,336	Restricted/Committed/Assigned
	<u>10,126,985</u>	<u>717,137</u>	<u>10,844,122</u>	

General Fund - Non-Spendable	66,744
General Fund - Assigned	549,333
General Fund - Unassigned	<u>4,023,092</u>
	<u>4,639,169</u>

2017 Budgeted Expenditures - General	8,782,487	8,782,487	8,782,487
	25%	30%	35%
	2,195,622	2,634,746	3,073,870
General Fund Unassigned Fund Balance	<u>4,023,092</u>	<u>4,023,092</u>	<u>4,023,092</u>
Difference Over (Under)	<u>1,827,470</u>	<u>1,388,346</u>	<u>949,222</u>

OPTIONS ON USAGE:

- Assign additional amount to OPEB (other post-employment benefits) (currently \$507,541 is assigned - unfunded amount is \$2,600,667 per 2016 audit)
- Transfer Funds to Capital Projects (no additional borrowing until needed) (current deficit fund balance is approx. \$350,000 with approx. - \$1,800,000 left to spend in the next 2 years)
- Transfer Funds to Capital Replacement Fund (additional funding for future equipment replacement-see Blaine's spreadsheet)
- Transfer Funds to Lakefront for Capital Improvements
- Transfer Funds to Internal Service Fund for Self-Insurance
- Payoff Line of Credit

CITY OF LAKE GENEVA

626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com



Date: August 30, 2018
To: Finance License & Regulation Committee
From: Dave Berner, Interim City Administrator
Subject: Capital Projects definition

I expressed in my interview for the appointment as Interim Administrator, the value of establishing a long range Capital Improvement Plan (CIP). In my previous experiences as City Manager and Administrator, I used the CIP process as a way to budget resources for Capital that was in the best long term interests of the City and met strategic goals that reflect the Council's priorities for the future. In the absence of a Capital Improvement Plan, in preparation of the annual budget, it would be helpful to have as a starting point a definition of Capital Projects established by the Common Council to guide the process. The purpose of this memo is to discuss possibilities of establishing said definition(s) resulting in the FLR Committee submitting a recommendation to the Common Council.

In regard to Capital assets, the annual financial report prepared by the City auditor dated December 31, 2017 in their notes to basic financial statements, provide the following definitions:

Capital assets, which include 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 costs of \$5,000 or higher and 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.

I suggest the following for discussion and action:

Capital projects involve the investment of large amounts of money that helps maintain or improve City assets or infrastructure. Capital projects do not include normal operating expenditures for employee salaries, routine maintenance and repair, or other capital outlays such as facilities and equipment that fail to meet the definition of a Capital Project.

To be included in the Capital Improvement Fund a project should be new construction, expansion, renovation, or a replacement project for an existing facility or facilities. The project must have a total cost of at least \$5,000 and have a useful life of more than one year. 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, capital outlay should be a total cost of at least \$5,000 with a useful life of at least 1 year to include; major equipment and facilities, such as HVAC equipment and controls, computer hardware and software, trucks, vehicles, and lawn mowers.

Capital outlay under \$5,000 acquired for the purpose of maintaining, repair or upgrades to Capital assets such as machinery, land, facilities or other City necessities should be in the appropriate department or program budget.

**City of Lake Geneva
Finance, License, & Regulation Committee
September 4, 2018**

**Prepaid Checks
8/20/18 - 8/31/18**

**Total:
\$82,148.81**

Checks over \$5,000:

\$	34,955.00	<i>Geneva Lake Water Safety - 2018 Contribution</i>
\$	26,226.03	<i>Alliant Energy - August Energy Bills</i>
\$	6,439.16	<i>CDW - Shore-tel System Support</i>
\$	-	
\$	-	

Report Criteria:

Report type: Summary

[Report].Check Issue Date = 08/21/2018,08/22/2018,08/29/2018

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
08/29/2018	67796	5204	LAKE GENEVA MIDDLE SCHOOL	445.25- V
08/21/2018	68344	2046	ALLIANT ENERGY	26,226.03
08/22/2018	68345	2108	AT&T LONG DISTANCE	157.32
08/22/2018	68346	2138	BAKER & TAYLOR	2,639.34
08/22/2018	68347	2598	GENEVA LAKE WATER SAFETY	34,955.00
08/22/2018	68348	4918	TIME WARNER CABLE	64.29
08/22/2018	68349	5001	VERIZON WIRELESS	918.31
08/22/2018	68350	5071	WE ENERGIES	723.16
08/22/2018	68351	5082	WFTOA	675.00
08/22/2018	68352	5143	WORD SYSTEMS INC	1,894.60
08/29/2018	68436	2056	AMAZON	646.92
08/29/2018	68437	2104	AT&T	1,873.26
08/29/2018	68438	2259	CDW GOVERNMENT INC	6,439.16
08/29/2018	68439	2396	DIRECTPATH LLC	283.50
08/29/2018	68440	5204	LAKE GENEVA MIDDLE SCHOOL	445.25
08/29/2018	68441	3024	MUTUAL OF OMAHA	1,252.92
08/29/2018	68442	4990	WI INNOVATION SVC CTR	3,400.00
Grand Totals:				82,148.81

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	12.01	30,148.24-	30,136.23-
11-10-20-51320	283.50	.00	283.50
11-10-20-51340	374.05	.00	374.05
11-12-00-52210	54.51	.00	54.51
11-15-10-54500	5,259.76	.00	5,259.76
11-16-10-52210	587.93	.00	587.93
11-16-10-52220	4,652.39	.00	4,652.39
11-16-10-52240	199.10	.00	199.10
11-21-00-51340	565.24	.00	565.24
11-21-00-52210	1,608.40	.00	1,608.40
11-21-00-52220	24.70	.00	24.70
11-21-00-53050	1,894.60	.00	1,894.60
11-21-00-54100	675.00	.00	675.00
11-22-00-52210	301.19	.00	301.19
11-22-00-52220	1,410.00	.00	1,410.00
11-22-00-52240	23.18	.93-	22.25
11-29-00-52220	86.66	.00	86.66
11-32-10-52210	171.30	.00	171.30
11-32-10-52220	806.38	.00	806.38
11-32-10-52240	38.25	.00	38.25
11-34-10-52220	456.40	.00	456.40
11-34-10-52230	7,963.28	.00	7,963.28

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
11-51-10-52220	1,240.12	.00	1,240.12
11-51-10-52240	.00	11.08-	11.08-
11-52-00-52220	481.22	.00	481.22
11-52-00-59220	103.38	.00	103.38
11-52-01-52220	885.95	.00	885.95
11-52-01-52240	1.75	.00	1.75
40-00-00-21100	1,554.75	42,356.58-	40,801.83-
40-54-10-52220	690.23	.00	690.23
40-54-10-57200	34,955.00	.00	34,955.00
40-55-10-23530	1,000.00	1,000.00-	.00
40-55-10-46740	554.75	554.75-	.00
40-55-10-52210	45.26	.00	45.26
40-55-10-52240	108.21	.00	108.21
40-55-20-52210	22.63	.00	22.63
40-55-30-52220	4,980.50	.00	4,980.50
42-00-00-21100	.00	48.62-	48.62-
42-34-50-51370	16.81	.00	16.81
42-34-50-52210	31.81	.00	31.81
48-00-00-21100	.00	104.18-	104.18-
48-00-00-51370	29.16	.00	29.16
48-00-00-52210	22.63	.00	22.63
48-00-00-52220	29.71	.00	29.71
48-00-00-52240	22.68	.00	22.68
61-00-00-21100	.00	664.62-	664.62-
61-00-00-53110	591.37	.00	591.37
61-00-00-92625	73.25	.00	73.25
62-00-00-21100	.00	739.58-	739.58-
62-00-00-92100	601.80	.00	601.80
62-00-00-92625	137.78	.00	137.78
99-00-00-21100	.00	9,653.75-	9,653.75-
99-00-00-51370	56.63	.00	56.63
99-00-00-52110	132.55	.00	132.55
99-00-00-52160	3,400.00	.00	3,400.00
99-00-00-52210	153.75	.00	153.75
99-00-00-52220	2,757.11	.00	2,757.11
99-00-00-53100	271.67	.00	271.67
99-00-00-53500	212.73	.00	212.73
99-00-00-54100	1,994.21	.00	1,994.21
99-00-00-54110	276.57	.00	276.57
99-00-00-54140	70.56	.00	70.56
99-00-00-55110	29.97	.00	29.97
99-00-00-55120	298.00	.00	298.00
Grand Totals:	85,282.33	85,282.33-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

[Report].Check Issue Date = 08/21/2018,08/22/2018,08/29/2018

Check.Type = {<>} "Adjustment"

**City of Lake Geneva
Finance, License, & Regulation Committee
September 4, 2018**

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	\$ 43,531.91
2. Debt Service	20	\$ 475.00
3. TID #4	34	\$ -
4. Lakefront	40	\$ 765.46
5. Capital Projects	43,52	\$ 6,042.00
6. Parking	42	\$ 2,768.80
7. Cemetery	48	\$ 843.53
8. Equipment Replacement	50	\$ 1,086.86
9. Library Fund	99	\$ 3,334.82
10. Impact Fees	45	\$ 19,908.00
11. Tourism Commission	47	\$ 1,000.00
Total All Funds		<u><u>\$79,756.38</u></u>

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Only unpaid invoices included.
Invoice.Batch = "P80930","L80930","180910"
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				
X670-201807-0	08/01/2018	BLOOD DRAW	11-21-00-53800 PD SPECIAL INVESTIGATIONS	151.80
Total ACL SERVICES LLC:				151.80
ADVANCED DISPOSAL SERVICES				
A40000009555	08/15/2018	LANDFILL USE-14.09 TN	11-36-00-52960 SOLID WASTE-STREET DEPT	1,503.42
Total ADVANCED DISPOSAL SERVICES:				1,503.42
AGUIRRE, DAVID				
AGUIRRE-8/18	08/24/2018	AGUIRRE-SEC DEP 8/23/18	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
AGUIRRE-8/18	08/24/2018	AGUIRRE-LEASE 8/23/18	40-55-10-46740 UPPER RIVIERA REVENUE	500.00-
AGUIRRE-8/18	08/24/2018	AGUIRRE-SETUP, SEC GRD 8/2	40-55-10-46740 UPPER RIVIERA REVENUE	274.00-
Total AGUIRRE, DAVID:				226.00
AJ ANICH LUMBER COMPANY INC				
50421A	08/03/2018	STEEL FOR "NO PARKING" SIG	11-21-00-53420 PD SPECIAL EQUIPMENT	29.60
Total AJ ANICH LUMBER COMPANY INC:				29.60
ASSOCIATED TRUST COMPANY				
9978	08/10/2018	2017/18 ANNUAL FEE	20-81-00-56560 2011 PROM NOTE-INTEREST	475.00
Total ASSOCIATED TRUST COMPANY:				475.00
BADGER STATE INDUSTRIES				
306-176206	08/13/2018	PAPER TOWELS,TOILET TISSU	99-00-00-53500 LIBRARY MAINT SUPPLIES	100.30
Total BADGER STATE INDUSTRIES:				100.30
BATZNER PEST CONTROL				
2524797	08/27/2018	PEST CONTROL-AUG	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	114.00
Total BATZNER PEST CONTROL:				114.00
BAY LOCK SERVICE				
30269	08/14/2018	DOOR LOCK-PD LOCKER ROO	11-21-00-53420 PD SPECIAL EQUIPMENT	250.00
Total BAY LOCK SERVICE:				250.00
BAYSCAN TECHNOLOGIES				
57638	08/15/2018	CIRC ADHESIVE STICKY PAPE	99-00-00-55110 LIBRARY CIRCULATION SUPPLIES	516.00
Total BAYSCAN TECHNOLOGIES:				516.00
BOUND TREE MEDICAL LLC				
82937642	07/30/2018	GLOVES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	100.80

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
82937643	07/30/2018	STAT PADZ,DEFIB PADS,GAUZ	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	239.74
82951651	08/13/2018	MAD INTRANASAL, GLUTOSE,E	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	159.53
Total BOUND TREE MEDICAL LLC:				500.07
BRANEN, SHAD				
BRANEN-8/18	08/20/2018	OZ EVENT 6/28-MATCHING GR	47-70-00-57150 PROMOTIONAL GRANT	1,000.00
Total BRANEN, SHAD:				1,000.00
BREEZY HILL NURSERY				
I-214065	05/22/2018	POND MAINT-MAY	42-34-50-52200 PARKING LOT PLANTING/MAINT	216.00
Total BREEZY HILL NURSERY:				216.00
BUMPER TO BUMPER AUTO PARTS				
662-393469	08/07/2018	LIGHT LENS	11-22-00-53510 EQUIP MAINT SUPPLIES-FIRE DEPT	44.10
662-393746	08/10/2018	OIL	48-00-00-52500 CEM EQUIP MAINT/REPAIRS	11.89
662-393839	08/11/2018	BATTERIES-E1	11-22-00-53510 EQUIP MAINT SUPPLIES-FIRE DEPT	615.96
662-393849	08/12/2018	MARKER-BATTERY	11-22-00-53510 EQUIP MAINT SUPPLIES-FIRE DEPT	3.79
662-394699	08/27/2018	OIL SEAL-BEACH GROOMER	40-54-10-53520 BEACH MAINTENANCE SUPPLIES	11.49
Total BUMPER TO BUMPER AUTO PARTS:				687.23
CDW GOVERNMENT INC				
NSH1609	08/10/2018	COMPUTER-GRITZNER	50-21-00-58000 POLICE EQUIPMENT PURCHASES	661.83
NSQ5869	08/13/2018	BATTERY BACKUP-LIBRARY	11-21-00-53050 DATA PROCESSING	118.58
NTG9965	08/15/2018	CASELL MIVIEW INTRANET-BO	50-00-00-58000 MISC/COMP EQUIP PURCHASES	9.36
NWF5783	08/22/2018	TONER-ASST CLERK	11-14-30-53100 CITY CLERK OFFICE SUPPLIES	120.26
Total CDW GOVERNMENT INC:				910.03
CES				
LKG/049630	08/23/2018	BALLASTS-RESTROOMS	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	26.12
Total CES:				26.12
CINTAS CORP				
5011579662	08/27/2018	IBUPROFEN,DISINFECTANT	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	57.44
Total CINTAS CORP:				57.44
COMPLETE OFFICE OF WISCONSIN				
874904	08/02/2018	USB/FLASH DRIVES,THERMAL	11-21-00-53100 PD OFFICE SUPPLIES	49.95
Total COMPLETE OFFICE OF WISCONSIN:				49.95
DATA EQUIPMENT SERVICES				
987	08/14/2018	MODEM SVC-AUG	42-34-50-52210 TELEPHONE EXPENSE	990.00
987	08/14/2018	MODEM SVC-AUG	40-54-10-53400 LUKE OPERATING EXPENSES	45.00
Total DATA EQUIPMENT SERVICES:				1,035.00
DIRECTPATH LLC				
AT40467	09/01/2018	AD PATIENT CARE-SEPT	11-10-20-51320 HEALTH AND DENTAL ADMIN CHGS	337.50

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total DIRECTPATH LLC:				337.50
DUNN LUMBER & TRUE VALUE				
732048	07/31/2018	NUTS,BOLTS-CLOSET SUPPLY	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	26.09
732048	07/31/2018	DISCOUNT	11-21-00-48190 DISCOUNTS EARNED-PD	.33-
732292	08/02/2018	WATER WHEEL PARTS	11-52-00-52500 EQUIPMENT REPAIR SERVICES	10.07
732292	08/02/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	.50-
732445	08/03/2018	CABLE TIES-VENETIAN SETUP	11-21-00-53420 PD SPECIAL EQUIPMENT	52.92
732445	08/03/2018	DISCOUNT	11-21-00-48190 DISCOUNTS EARNED-PD	2.65-
732838	08/08/2018	KEYS	11-21-00-53420 PD SPECIAL EQUIPMENT	9.75
732838	08/08/2018	DISCOUNT	11-21-00-48190 DISCOUNTS EARNED-PD	.49-
733102	08/10/2018	PRIMER,PAINT-VENETIAN "NO	11-21-00-53420 PD SPECIAL EQUIPMENT	37.44
733102	08/10/2018	DISCOUNT	11-21-00-48190 DISCOUNTS EARNED-PD	1.87-
733130	08/10/2018	BATTERIES-GARAGE OPENER	42-34-50-53100 OFFICE SUPPLIES	13.99
733372	08/14/2018	BULBS	99-00-00-53500 LIBRARY MAINT SUPPLIES	29.98
733372	08/14/2018	DISCOUNT	99-00-00-48190 DISCOUNTS EARNED	1.50-
734003	08/20/2018	TRAILER TIE DOWNS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	25.99
734003	08/20/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	1.30-
734191	08/21/2018	SCRAPER,PUTTY KNIFE,LEAK	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	22.97
734191	08/21/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	1.15-
734208	08/21/2018	SOAP,NUTS/BOLTS,HOSE SPLI	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	15.75
734208	08/21/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	.79-
734275	08/22/2018	PAINT,ROLLERS	11-52-01-53500 BLDG MAINT & REPAIR	36.97
734275	08/22/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	.55-
734375	08/22/2018	CLOROX	11-32-13-54300 TREE & BRUSH OPERATING SUPPLY	9.98
734375	08/22/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	.50-
734601	08/24/2018	OUTLET COVER	11-22-00-53400 OPERATING SUPPLIES	5.49
734601	08/24/2018	DISCOUNT	11-21-00-48190 DISCOUNTS EARNED-PD	.27-
734616	08/24/2018	FLAG PARTS	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	16.56
734616	08/24/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	.83-
734617	08/24/2018	NUTS,BOLTS,SPRAY	11-22-00-53400 OPERATING SUPPLIES	45.97
734617	08/24/2018	DISCOUNT	11-21-00-48190 DISCOUNTS EARNED-PD	2.30-
734649	08/24/2018	NUTS,BOLTS	11-22-00-58000 FIRE EQUIPMENT/SUPPLIES	7.74
734649	08/24/2018	DISCOUNT	11-21-00-48190 DISCOUNTS EARNED-PD	.39-
734740	08/27/2018	BATTERIES	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	14.19
734740	08/27/2018	DISCOUNT	11-00-00-48190 DISCOUNTS EARNED	.71-
734749	08/27/2018	NUTS,BOLTS-SIGN SHOP	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	38.28
734754	08/27/2018	BATTERIES	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	13.99
Total DUNN LUMBER & TRUE VALUE:				417.99
EDC EDUCATIONAL SERVICES				
DIR2995407	07/20/2018	CHILDRENS BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	111.14
Total EDC EDUCATIONAL SERVICES:				111.14
ELKHORN CHEMICAL CO INC				
602117	07/24/2018	HAND SOAP	11-22-00-53500 BLDG MAINT SUPPLIES-FIREHOUSE	91.60
Total ELKHORN CHEMICAL CO INC:				91.60
EQUIPARTS				
91837	08/20/2018	SLIDE LATCH-WOMENS STALL	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	54.19
Total EQUIPARTS:				54.19

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
FIRST CARE TACTICAL LLC				
1179	06/11/2018	CASUALTY BAGS	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	499.00
1187	08/04/2018	TOURNIQUETS	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	177.31
Total FIRST CARE TACTICAL LLC:				676.31
FORD OF LAKE GENEVA				
63656	06/01/2018	BRAKE REPAIR,BELT-FORD EX	42-34-50-53510 VEHICLE/EQUIPMENT MAINT	612.82
64598	07/30/2018	OIL CHANGE-#205	11-21-00-53610 PD EQUIP MAINT SERV COSTS	30.09
64640	08/02/2018	TIRE REPAIR,OIL CHANGE-#20	11-21-00-53610 PD EQUIP MAINT SERV COSTS	60.18
64699	08/09/2018	RADIATOR REPAIR,BRAKES-#2	11-21-00-53610 PD EQUIP MAINT SERV COSTS	966.61
64850	08/15/2018	OIL CHANGE-#207	11-21-00-53610 PD EQUIP MAINT SERV COSTS	32.03
64854	08/15/2018	OIL CHANGE-#203	11-21-00-53610 PD EQUIP MAINT SERV COSTS	32.03
Total FORD OF LAKE GENEVA:				1,733.76
GALLS LLC				
10357727	07/20/2018	UNIFORM-RICHARDSON	11-21-00-51380 PD UNIFORM ALLOWANCE	27.99
10384567	07/25/2018	CORTES-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	79.95
10387711	07/25/2018	WOLFF-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	47.99
10411409	07/28/2018	MILLS-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	79.95
10460631	08/03/2018	UNIFORM-RICHARDSON	11-21-00-51380 PD UNIFORM ALLOWANCE	39.99
10483070	08/07/2018	UNIFORM-RICHARDSON	11-21-00-51380 PD UNIFORM ALLOWANCE	16.99
10493807	08/08/2018	CORTES-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	55.99
10511457	08/10/2018	CORTES-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	56.00
10551453	08/16/2018	BLAUSER-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	44.99
Total GALLS LLC:				449.84
GAPPA SECURITY SOLUTIONS LLC				
15865	08/09/2018	KEY	11-32-10-53990 ST DEPT MISCELLANEOUS EXP	11.50
Total GAPPA SECURITY SOLUTIONS LLC:				11.50
GEAR WASH LLC				
14367	07/27/2018	ICE RESCUE SUIT REPAIR	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	406.35
Total GEAR WASH LLC:				406.35
GENERAL COMMUNICATIONS INC				
257236	07/12/2018	AC/DC RADIO CHECKS	11-22-00-52620 FD-COMMUNICATION SYS MAINT FEE	105.00
257681	07/18/2018	ANTENNAS-AC & DC MOBILE	11-22-00-52620 FD-COMMUNICATION SYS MAINT FEE	206.80
257804	07/21/2018	RADIO REPAIR-CAR 2	11-22-00-52620 FD-COMMUNICATION SYS MAINT FEE	383.20
258447	08/13/2018	BATTERIES-TK 290	11-22-00-52620 FD-COMMUNICATION SYS MAINT FEE	548.80
Total GENERAL COMMUNICATIONS INC:				1,243.80
GENEVA ONLINE INC				
1068354	08/01/2018	EMAIL SVC-AUG	11-21-00-52210 PD TELEPHONE EXPENSE	39.00
Total GENEVA ONLINE INC:				39.00
GREAT AMERICA LEASING CORP				
23233252	08/23/2018	BIZ HUB-AUG	11-22-00-53400 OPERATING SUPPLIES	223.97
Total GREAT AMERICA LEASING CORP:				223.97

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
GREEN PRO SOLUTIONS				
11191	08/15/2018	GRAFFITTI REMOVER	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	514.75
Total GREEN PRO SOLUTIONS:				514.75
HALVERSON OVERHEAD DOOR CO				
5425	08/18/2018	DOOR REPAIR-STATION 2	11-22-00-53600 FIREHOUSE MAINT SERVICE COSTS	89.00
Total HALVERSON OVERHEAD DOOR CO:				89.00
HE STARK AGENCY INC				
6089PARK-7/1	07/31/2018	COLLECTION FEES-JUL	42-34-50-52160 PROFESSIONAL SERVICES	591.73
Total HE STARK AGENCY INC:				591.73
HOME DEPOT CREDIT SERVICES				
3956-8/18	08/22/2018	GARDEN SPRAYER	48-00-00-53620 CEM GROUNDS/LANDSCAPING	298.78
Total HOME DEPOT CREDIT SERVICES:				298.78
INITIAL DESIGNS EMBROIDERY				
6996	08/06/2018	T-SHIRTS	11-22-00-51380 FIRE DEPT UNIFORMS	561.00
Total INITIAL DESIGNS EMBROIDERY:				561.00
ITU ABSORB TECH INC				
7070758	08/24/2018	MATS	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	79.16
Total ITU ABSORB TECH INC:				79.16
JAMES IMAGING SYSTEMS INC				
841559	08/16/2018	TOSH ES3555C-AUG	11-21-00-55310 COPY MACHINE & SHREDDING SVC	197.30
841560	08/16/2018	TOSH ES357-AUG	11-21-00-55310 COPY MACHINE & SHREDDING SVC	44.87
Total JAMES IMAGING SYSTEMS INC:				242.17
JANI-KING OF MILWAUKEE				
MIL09180370	09/01/2018	CLEANING-SEPT	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	1,083.00
Total JANI-KING OF MILWAUKEE:				1,083.00
JASON HALL				
2952028-16	08/22/2018	BINOCULARS	11-21-00-51380 PD UNIFORM ALLOWANCE	159.97
Total JASON HALL:				159.97
JEFFERSON FIRE & SAFETY INC				
250868	08/21/2018	SPANNER WRENCH	11-22-00-58000 FIRE EQUIPMENT/SUPPLIES	18.00
250869	08/21/2018	2.5" FITTINGS	50-22-00-58000 FIRE EQUIPMENT PURCHASES	415.67
Total JEFFERSON FIRE & SAFETY INC:				433.67
JERRY WILLKOMM INC				
244769	08/16/2018	1700 GALS GAS	11-32-10-53410 VEHICLE-FUEL & OIL	4,503.30
Total JERRY WILLKOMM INC:				4,503.30

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
JUREWICZ, JUDY				
4537	08/16/2018	COILS,CARBURETOR-TORO	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	649.26
Total JUREWICZ, JUDY:				649.26
KAESTNER AUTO ELECTRIC CO				
318729	08/15/2018	STROBE-KUBOTA	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	186.10
Total KAESTNER AUTO ELECTRIC CO:				186.10
KAPUR & ASSOCIATES INC				
94668	07/16/2018	CHILD SAFETY ZONE ANALYSI	11-13-10-52140 OUTSIDE ATTORNEYS FEES	120.00
94669	07/16/2018	ENG-JUN-LG PLAZA	11-00-00-13910 A/R BILL OUTS	1,054.50
94678	06/15/2018	ENG-2018 STREETS	43-32-10-17010 2017 STREET IMP PROGRAM	6,042.00
94681	06/15/2018	ENG-JUN-LASALLE COURT	11-00-00-13910 A/R BILL OUTS	509.99
Total KAPUR & ASSOCIATES INC:				7,726.49
LAKE GENEVA CHAMBER				
2691	05/22/2018	VISIT LG MEMBERSHIP	99-00-00-52110 GENERAL ADMIN EXPENSES	365.00
Total LAKE GENEVA CHAMBER:				365.00
LAKE GENEVA REGIONAL NEWS				
41315-8/18	08/27/2018	REGIONAL NEWS SUBSCRIPTI	99-00-00-54120 LIBRARY MAGAZINES & NEWSPAPER	105.00
Total LAKE GENEVA REGIONAL NEWS:				105.00
LAKE GENEVA UTILITY				
100 SKYLINE	08/10/2018	100 SKYLINE DR BLDG 4 UNITS	45-00-00-24520 WATER IMPACT FEES	2,984.00
100 SKYLINE	08/10/2018	100 SKYLINE DR BLDG 4 UNITS	45-00-00-24530 SEWER IMPACT FEES	2,704.00
202 CADENCE	08/08/2017	202 CADENCE CIR	45-00-00-24520 WATER IMPACT FEES	1,690.00
202 CADENCE	08/08/2017	202 CADENCE CIR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
304 GALLANT	08/22/2018	304 GALLANT DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
304 GALLANT	08/22/2018	304 GALLANT DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
305 GALLANT	08/14/2018	305 GALLANT DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
305 GALLANT	08/14/2018	305 GALLANT DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
350 STONE RI	08/02/2018	350 STONE RIDGE DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
350 STONE RI	08/02/2018	350 STONE RIDGE DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
Total LAKE GENEVA UTILITY:				19,908.00
LAKWOOD FILTERS INC				
119635	06/16/2018	FILTER CHANGES	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	260.20
Total LAKEWOOD FILTERS INC:				260.20
LARK UNIFORM OUTFITTERS INC				
271754	08/03/2018	UNIFORM-SPOTZ	11-21-00-51380 PD UNIFORM ALLOWANCE	17.50
271765	08/03/2018	AWARD PINS	11-21-00-51390 PD RESERVES UNIFORM EXPENSE	1,582.50
271788	08/03/2018	UNIFORM-WISNIEWSKI	11-21-00-51380 PD UNIFORM ALLOWANCE	164.85
Total LARK UNIFORM OUTFITTERS INC:				1,764.85
MARED MECHANICAL				
109199	08/15/2018	BOILER REPAIR-FIRE STATION	11-22-00-52410 FIREHOUSE REPAIRS	492.21
109392	08/22/2018	A/C REPAIR-ACTUATOR	11-16-10-52400 CITY HALL BUILDING REPAIRS	727.22

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total MARED MECHANICAL:				1,219.43
MARLIN PRINTING & GRAPHICS				
499372	08/22/2018	ENVELOPES	11-16-10-53100 CITY HALL OFFICE SUPPLIES	200.00
Total MARLIN PRINTING & GRAPHICS:				200.00
MARTIN GROUP				
1237630	08/20/2018	KONICA 20-AUG	11-21-00-55310 COPY MACHINE & SHREDDING SVC	14.55
Total MARTIN GROUP:				14.55
MIDSTATE EQUIPMENT				
D36703	08/23/2018	WEED EATERS	48-00-00-53990 CEM MISC EXP	521.25
Total MIDSTATE EQUIPMENT:				521.25
MIDWEST DOOR COMPANY				
2796	08/07/2018	GARAGE DOOR REPAIR	11-21-00-53420 PD SPECIAL EQUIPMENT	1,700.00
Total MIDWEST DOOR COMPANY:				1,700.00
MILLER MOTOR SALES INC				
93843	08/28/2018	A/C REPAIR-AMB 2	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	230.96
Total MILLER MOTOR SALES INC:				230.96
NORTHWIND PERENNIAL FARM				
8663	08/14/2018	GARDEN CARE-AUG	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	336.00
Total NORTHWIND PERENNIAL FARM:				336.00
OFFICE DEPOT				
182241692001	08/13/2018	PAPER, MOUSE PAD	11-16-10-53100 CITY HALL OFFICE SUPPLIES	172.64
182241692001	08/13/2018	PAPER	11-24-00-53100 BLDG INSPECTOR OFFICE SUPPLIES	26.44
182242377001	08/11/2018	POCKET FILES	11-14-10-53100 MAYOR OFFICE SUPPLIES	12.99
184737887001	08/15/2018	POST ITS, HIGHLIGHTERS	11-16-10-53100 CITY HALL OFFICE SUPPLIES	16.52
186626594001	08/20/2018	POCKET FILES	11-24-00-53100 BLDG INSPECTOR OFFICE SUPPLIES	48.49
186627163001	08/17/2018	PENS	11-16-10-53100 CITY HALL OFFICE SUPPLIES	3.59
186627163001	08/17/2018	HANGING FOLDERS	11-16-10-53100 CITY HALL OFFICE SUPPLIES	19.70
186627163001	08/17/2018	CORR TAPE, POST ITS	11-14-30-53100 CITY CLERK OFFICE SUPPLIES	15.31
Total OFFICE DEPOT:				315.68
OFFICE PRO INC				
312640-001	07/31/2018	COPY PAPER	99-00-00-53100 LIBRARY OFFICE SUPPLIES	273.00
Total OFFICE PRO INC:				273.00
OTTO JACOBS				
116573	08/13/2018	REBAR-NO PARKING SIGNS	11-21-00-53420 PD SPECIAL EQUIPMENT	156.00
Total OTTO JACOBS:				156.00
PARATECH AMBULANCE SERVICE				
23847	08/16/2018	CPR CARDS-2	11-22-00-56100 CPR CLASS PAY	27.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total PARATECH AMBULANCE SERVICE:				27.00
PETE'S TIRE ELKHORN LLC				
101185	08/14/2018	REPAIR VALVE-E1	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	25.00
Total PETE'S TIRE ELKHORN LLC:				25.00
PFI FASHIONS INC				
241854	08/14/2018	EMBROIDERY-BIKE SHIRTS	11-21-00-51390 PD RESERVES UNIFORM EXPENSE	10.50
Total PFI FASHIONS INC:				10.50
QUILL CORPORATION				
9002601	08/01/2018	PAPER,DVDS,CD ENVELOPES	11-21-00-53100 PD OFFICE SUPPLIES	257.06
Total QUILL CORPORATION:				257.06
RED THE UNIFORM TAILOR				
00W69520	08/16/2018	ENAMEL-REPAIR	11-22-00-51380 FIRE DEPT UNIFORMS	12.00
D104400A	04/24/2018	GOORSKEY-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	70.99
D105585A	05/18/2018	PETKOFF-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	43.50
D106980A	05/18/2018	PERNICE-PANTS,BELT	11-22-00-51380 FIRE DEPT UNIFORMS	65.00
D107876A	05/31/2018	MILLS-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	43.50
D107963A	05/31/2018	DETKOWSKI-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	70.98
D107963B	06/08/2018	DETKOWSKI-SHIRTS	11-22-00-51380 FIRE DEPT UNIFORMS	91.90
D107965A	07/26/2018	STELTENPOHL-BELT	11-22-00-51380 FIRE DEPT UNIFORMS	21.50
OD104881	04/24/2018	GUSTAFSON-SHIRTS	11-22-00-51380 FIRE DEPT UNIFORMS	97.45
OD105370	04/24/2018	HERWALD-NAME PLATE,SERVI	11-22-00-51380 FIRE DEPT UNIFORMS	35.85
OD105545	04/24/2018	GALEK-PANTS,BELT	11-22-00-51380 FIRE DEPT UNIFORMS	125.99
OD105579	04/24/2018	DETKOWSKI-SHIRTS	11-22-00-51380 FIRE DEPT UNIFORMS	111.80
OD105585	04/24/2018	PETKOFF-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	60.99
OD105631	04/24/2018	LONG-SHORTS,PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	130.50
OD105646	04/24/2018	KOLLER-SHIRT,PANTS,SHORT	11-22-00-51380 FIRE DEPT UNIFORMS	250.50
OD107876	05/18/2018	MILLS-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	60.99
OD107963	05/18/2018	DETKOWSKI-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	145.50
OD107965	06/14/2018	STELTENPOHL-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	43.50
OD108009	06/14/2018	STELTENPOHL-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	43.50
OD108271	06/08/2018	COX-PANTS	11-22-00-51380 FIRE DEPT UNIFORMS	87.00
OOW69270	05/31/2018	PETERS-SHIRTS	11-22-00-51380 FIRE DEPT UNIFORMS	158.45
OOW69519	05/31/2018	COX-PANTS,SHOES,NECKTIE,H	11-22-00-51380 FIRE DEPT UNIFORMS	219.90
OOW69521	05/31/2018	BAUMANN-BLOUSE	11-22-00-51380 FIRE DEPT UNIFORMS	35.00
OOW69522	05/31/2018	BREWER-PANTS,SHIRTS	11-22-00-51380 FIRE DEPT UNIFORMS	190.00
OOW69524	05/31/2018	JINAR-PANTS,SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	204.00
OW68531A	04/24/2018	COMMENDATION BAR	11-22-00-51380 FIRE DEPT UNIFORMS	34.55
OW69519A	07/06/2018	COX-SHIRT	11-22-00-51380 FIRE DEPT UNIFORMS	43.50
Total RED THE UNIFORM TAILOR:				2,498.34
RHYME BUSINESS PRODUCTS				
23186139	08/16/2018	SHARP-MX-3070N-AUG	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	336.35
Total RHYME BUSINESS PRODUCTS:				336.35
ROTE OIL COMPANY				
1822900008	08/17/2018	162.4 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	413.95
1822900009	08/17/2018	194.6 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	556.36

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total ROTE OIL COMPANY:				970.31
SHRED-IT				
8125445195	08/22/2018	SHREDDING SVC-JUL/AUG	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	30.00
8125445912	08/22/2018	SHREDDING SVC-JUL/AUG	11-21-00-55310 COPY MACHINE & SHREDDING SVC	70.00
Total SHRED-IT:				100.00
SIGNATURE SIGNS LLC				
5273	08/11/2018	KIOSK DECALS,BEACH DECAL	42-34-50-53400 OPERATING SUPPLIES-ENFORCEMEN	238.80
Total SIGNATURE SIGNS LLC:				238.80
SOMAR TEK LLC/SOMAR ENTERPRISE				
101098	08/27/2018	PEPPER SPRAY	11-21-00-51390 PD RESERVES UNIFORM EXPENSE	156.90
Total SOMAR TEK LLC/SOMAR ENTERPRISE:				156.90
STATE OF WISCONSIN				
64-246 8/18	08/31/2018	COURT FINES-AUG 2018	11-12-00-24240 COURT FINES-STATE	5,368.99
Total STATE OF WISCONSIN:				5,368.99
TIME WARNER CABLE				
710897601081	08/14/2018	INTERNET SVC-AUG	11-21-00-52210 PD TELEPHONE EXPENSE	3.20
719006101082	08/25/2018	INTERNET SVC-AUG	11-22-00-52210 FIRE TELEPHONE EXPENSE	79.10
Total TIME WARNER CABLE:				82.30
TIM'S TAP LINE CLEANING INC				
17074	08/09/2018	SANITIZE TAP LINE	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	30.00
Total TIM'S TAP LINE CLEANING INC:				30.00
TOWN OF DELAVAN				
CONTRERAS-	07/17/2018	CONTRERAS-WARRANT #AE23	11-12-00-24280 COURT FINES-OTHER	124.00
Total TOWN OF DELAVAN:				124.00
ULINE				
99453623	07/18/2018	CLOSET SUPPLY BINS	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	738.02
Total ULINE:				738.02
UNIQUE MANAGEMENT SERVICES INC				
466537	08/01/2018	COLLECTION FEES-JUL	99-00-00-55100 LIBRARY SIRSI	80.55
Total UNIQUE MANAGEMENT SERVICES INC:				80.55
UNITED OCC MEDICAL SVC LLC				
190-16	08/08/2018	PRE-EMPLOYMENT STRESS TE	11-21-00-54110 PD APPLICATION PROCESS	592.80
Total UNITED OCC MEDICAL SVC LLC:				592.80
US CELLULAR				
263746772	08/12/2018	HARBORMASTER CELL-AUG	40-55-10-52210 TELEPHONE EXPENSE	11.61

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
263746772	08/12/2018	MAYOR CELL-AUG	11-16-10-52210 CITY HALL TELEPHONE EXPENSE	81.50
263746772	08/12/2018	BUILDING INSP CELL-AUG	11-24-00-52620 TELEPHONE EXPENSE	11.61
263746772	08/12/2018	ADMINISTRATOR CELL-AUG	11-16-10-52210 CITY HALL TELEPHONE EXPENSE	125.72
263746772	08/12/2018	BEACH CELL-AUG	40-54-10-52210 BEACH TELEPHONE	11.61
263746772	08/12/2018	PARKING CELL #1-AUG	42-34-50-52210 TELEPHONE EXPENSE	42.18
263746772	08/12/2018	PARKING CELL #2-AUG	42-34-50-52210 TELEPHONE EXPENSE	42.18
263746772	08/12/2018	CITY MAINT CELL-AUG	11-16-10-52210 CITY HALL TELEPHONE EXPENSE	10.55
263746772	08/12/2018	PARKING SPRVSR CELL-AUG	42-34-50-52210 TELEPHONE EXPENSE	10.55
263746772	08/12/2018	CITY CLERK CELL-AUG	11-16-10-52210 CITY HALL TELEPHONE EXPENSE	78.60
263746772	08/12/2018	CEMETERY CELL-AUG	48-00-00-52210 CEM TELEPHONE EXP	11.61
263746772	08/12/2018	STREET DIRECTOR (EARLE)-A	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	11.61
263746772	08/12/2018	STREET FOREMAN (WASWO)-A	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	11.61
263746772	08/12/2018	STREET FOREMAN (BEHRENS)	11-32-10-52210 ST DEPT TELEPHONE EXPENSE	55.72
263746772	08/12/2018	PARKING MGR CELL-AUG	42-34-50-52210 TELEPHONE EXPENSE	10.55
Total US CELLULAR:				527.21
VANDEWALLE & ASSOCIATES INC				
201808030	08/16/2018	PLANNING-THRU AUG 17	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	3,269.75
201808030	08/16/2018	PLANNING-THRU AUG 17	11-00-00-13910 A/R BILL OUTS	2,620.50
Total VANDEWALLE & ASSOCIATES INC:				5,890.25
VERIZON WIRELESS				
9811969373	08/24/2018	EMER MGMT AIR CARDS-JULY	11-29-00-52210 EMER MGMT TELEPHONE EXP	40.01
Total VERIZON WIRELESS:				40.01
VILLAGE OF GENOA CITY				
1009	08/17/2018	BEACH TESTING-JUL	40-54-10-53620 BEACH MAINTENANCE SERVICE COS	300.00
Total VILLAGE OF GENOA CITY:				300.00
WALWORTH CO DRUG ENFORCEMENT				
143	07/31/2018	THC TESTS KITS	11-21-00-53800 PD SPECIAL INVESTIGATIONS	54.80
Total WALWORTH CO DRUG ENFORCEMENT:				54.80
WALWORTH COUNTY TREASURER				
64-246 8/18	08/31/2018	COURT FINES-AUG 2018	11-12-00-24200 COURT FINES-COUNTY	1,255.23
Total WALWORTH COUNTY TREASURER:				1,255.23
WOLF CONSTRUCTION CO INC				
6784	08/21/2018	COLD PATCH-18.11 TONS	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	1,918.75
Total WOLF CONSTRUCTION CO INC:				1,918.75
Grand Totals:				79,756.38

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "P80930","L80930","180910"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"
