



FINANCE, LICENSE & REGULATION COMMITTEE

TUESDAY, OCTOBER 3, 2017 – 6:00 PM

CITY HALL MEETING ROOM 2A

AGENDA

1. Call to Order by Alderman Kordus
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 September 19, 2017, as prepared and distributed.
5. **Licenses & Permits**
 - a. Discussion/Recommendation on a Park Reservation Permit application filed by the Alzheimer's Association of Southeast Wisconsin for the "12th Annual Walk to End Alzheimer's" event at Library Park, from 7:00am to 1:00pm on September 15, 2018 (*recommended by the Board of Park Commissioners on Sept. 27, 2017*)
 - b. Discussion/Recommendation on a Park Reservation Permit Application filed by Greg Bunge to use Seminary Park for a family reunion on July 14, 2018 from 4:00pm to 8:00pm (*recommended by the Board of Park Commissioners on Sept. 27, 2017*)
 - c. Discussion/Recommendation on a Park Reservation Permit Application filed by Richard Holt on behalf of Lakeland Community Church to use Flat Iron Park and the Brunk Pavilion for a worship service on July 1, 2018 from 7:00am to 1:00pm (*recommended by the Board of Park Commissioners on Sept. 27, 2017*)
 - d. Discussion/Recommendation on a Temporary Alcohol License Premises Extension application filed by Harbor Shores, 300 Wrigley Drive to serve alcohol in a 30x30 tent set 50 feet off of the sidewalk in Gino's East parking lot with temporary fencing along the sidewalk on February 3, 2018 and February 4, 2018 from 11:00am to 4:00pm
 - e. Discussion/Recommendation on a Temporary Operator License application filed by Jennifer MacIntyre on behalf of the JAMM Family Support Fundraiser held at the Riviera Ballroom on November 12, 2017
 - f. Discussion/Recommendation on Original 2017-2018 Operator's (Bartender) License applications filed by Lilian Montesinos, Omar Forestier, and Michelle Norgard
6. First Reading of **Ordinance 17-14**, amending the Parade Ordinance to waive all fees except the nonrefundable fee to cover administrative cost of processing the permit for the Memorial Day parade, the 4th of July parade, the Badger High School Homecoming parade, and the Christmas Parade (*approved by council on 6/12/2017*)
7. **Personnel Recommendations** – Pending Oct. 3, 2017 meeting
 - a. Discussion/Recommendation on Compensation Policy Employee Performance Based Increase of up to 3% effective January 1, 2018

- b. Discussion/Recommendation on Employee Health Benefits costs and programs including:
 - 1. Claims Paid 6 Month Rolling Average
 - 2. Aurora Clinic
 - 3. Pricing Fully Insured plans including direct plans and the State Health Plan
 - c. Discussion/Recommendation on hiring Schenck for Treasurer support services
 - d. Discussion/Recommendation on combining the two Part-time Counter Clerk positions into one Full-time Counter Clerk position
8. Discussion/Recommendation on the 2018 Business Improvement District Plan
9. Discussion/Recommendation on the Breezy Hill Nursery TIF Escrow Draw Request No. 2 in the amount of \$21,967.21 for the Main Street Widening Project – Parkway Lawn Restoration
10. Discussion/Recommendation on the Lake Geneva Economic Development Corporation TIF Escrow Draw Request No. 2 in the amount of \$7,977.35 for the Traver Hotel Redevelopment per the Development Agreement
11. Discussion/Recommendation on the RFP for the 2018-2019 Veteran’s Park Concessions
12. Discussion/Recommendation on the purchase of a new siren from Federal Signal for \$17,143.68 with installation by Emergency Communication Systems Inc. for \$5,800.00 for a total not to exceed \$22,943.68 from the Equipment Replacement Fund.
13. Discussion/Recommendation on the 2018 Budget
- 14. Presentation of Accounts**
- a. Purchase Orders (none)
 - b. Prepaid Bills in the amount of \$51,791.13
 - c. Regular Bills in the amount of \$146,522.13

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 9/30/2017 4:39pm

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

**FINANCE, LICENSE & REGULATION COMMITTEE
TUESDAY, SEPTEMBER 19, 2017 – 6:00 PM
MEETING ROOM 2A, CITY HALL**

Alderman Kordus called the meeting to order at 6:09pm.

Roll Call. Present: Aldermen Howell, Halverson, Hedlund, Kordus. Absent: Ald. Skates. Also Present: Mayor Kupsik, City Administrator Oborn, and City Clerk Waswo.

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 to be limited to 5 minutes. None.

Approval of Minutes. Howell/Halverson motion to approve the Regular Finance, License and Regulation Committee Meeting minutes of September 5, 2017, as prepared and distributed. Motion carried 4 to 0.

Licenses & Permits

Discussion/Recommendation on a Parade Permit Application filed by Badger High School to use Wisconsin St., Broad St. and Wrigley Dr. for the Badger High School Homecoming Parade on October 6, 2017 from 4:45 pm to 5:30 pm. Howell/Halverson motion to approve and charge the \$25 application fee. Motion carried 4 to 0.

Discussion/Recommendation on a Street Use Permit Application filed by Badger High School to use Wisconsin St., Broad St. and Wrigley Dr. for the Badger High School Homecoming Parade on October 6, 2017 from 4:45 pm to 5:30 pm. Hedlund/Halverson motion to approve and waive the \$25 application fee and \$40 street use fee, totaling \$65. Motion carried 4 to 0.

Discussion/Recommendation on a Fireworks Permit application filed by Badger High School and J & M Displays for the use of fireworks on the Badger High School soccer field, 220 E. South St., on October 6, 2017 after the game, between 8:30 pm and 9:00 pm (recommended for approval by the Fire Chief and Police Chief)
Hedlund/Halverson motion to approve. Motion carried 4 to 0.

Discussion/Recommendation on a Street Use Permit application filed by Badger High School for the temporary closure of a portion of S. Wells Street from E. South Street/N. Bloomfield Road, south to the end of the City of Lake Geneva's jurisdiction during the Fireworks display only on October 6, 2017 after the game, between 8:30 pm and 9:00 pm. Kordus/Hedlund motion to approve and waive the street use fee. Motion carried 4 to 0.

Discussion/Recommendation on a Banner Permit application filed by VISIT Lake Geneva to use 5 banner poles from Nov 20, 2017 through Dec 31, 2017 and 11 banner poles from Jan 1, 2018 through Feb 4, 2018 with recommendation to waive \$595 in fees (Continued from Sept. 5th FLR)
Kordus/Hedlund motion to approve. The amended banner ordinance and fee were discussed. Ald. Kordus would like to add an in-kind contribution during budget for VISIT Lake Geneva events. Ald. Halverson felt we should follow the ordinance and charge \$1 per day per pole. Motion lost with Ald. Kordus and Hedlund voting "yes" and Howell and Halverson voting "no." Sent to council without recommendation.

Discussion/Recommendation on Original 2017-2018 Operator's (Bartender) License applications filed by Linda Upton, Christine Beaudoin, Sean Payne, Sarah Cantrell, and Steven Paczkowski
Howell/Halverson motion to approve. Motion carried 4 to 0.

Discussion/Recommendation of Payne & Dolan TIF Escrow Draw Request No. 3 in the amount of \$53,739.79 for the Main Street Widening Project
Hedlund/Halverson motion to approve. Item was approved by the Public Works Committee. This is the final payment on the project. Motion carried 4 to 0.

Discussion/Recommendation on award of the 2017 Joint & Crack Cleaning and Sealing bid to Fahrner Asphalt Services LLC in the amount of \$30,000 funded from Capital Projects

Hedlund/Halverson motion to approve. Item was approved by the Public Works Committee. There is a savings of \$3,500 due to a lot of the work being in one ward. This is a not to exceed amount and they will look for other areas that need to be sealed. Motion carried 4 to 0.

Discussion/Recommendation on proposal from CGC, Inc for test boring on the 900/1000 blocks of Main Street funded from Capital Projects

Hedlund/Kordus motion to approve. This also includes Highway 50 and Wells Street as there is a sink hole that was patched. Motion carried 4 to 0.

Presentation of Accounts

Purchase Orders (none)

Hedlund/Halverson motion to approve the Prepaid Bills in the amount of \$2,519.95. Motion carried 4 to 0.

Kordus/Hedlund motion to approve the Regular Bills in the amount of \$198,239.72. Motion carried 4 to 0.

Adjournment

Hedlund/Halverson motion to adjourn at 6:32pm. Motion carried 4 to 0.

/s/ Sabrina Waswo, City Clerk

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

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: David Grams Date of Application: 09-20-2017
2. Organization Name: Alzheimer's Association
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: 620 S. 76th Street Suite 160
5. City, State, Zip: Milwaukee, WI 53204
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: 12th Annual Walk to End Alzheimer's
2. Date(s) of Event: Saturday, September 15, 2018
3. Location(s) of Event: Library Park
4. Hours: 7:00 am set-up, 10:00 am Walk, 1:00 pm clean up

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

6. Day of Event Contact Name: Josh Spiegelhoff Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 796 Walkers Registered - Estimated 500 in attendance

10. Basis for Estimate: previous 11 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.

Dunn Lumber - 10X15 and 10X10 pop ups

12. Will there be any animals? Yes No

If yes, what type and how many: some dogs on leashes est. 20

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

The walk is to raise awareness about the disease and provide funds for the Alzheimer's Association. The walk is 3 mile loop route along the lake shore path or 1 mile walk in historic Maple Park neighborhood.

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

John's Disposal provides garbage/recycling for event. Walk committee cleans up after event.

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

We ask LGPD and LG Rescue Squad to come to park at 9:00 am and leave after walk start. Squad car is needed at Library Park and Maxwell Street at 10:00 am.

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.

At crosswalk of Main and Maxwell, squad car to aid walkers across at start of walk.

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

Date(s) of use: 09-15-2018

Total Number of Stalls Request: 6

Stall Number(s) and Location: 247, 248, 249, 250, 251, 252

Additional Information:

Stalls are for LG Rescue Squad and Key participants for walk.

3. Description of signage to be used during event:

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

Signs along the walk route to guide walkers. Informational banner signs at Library Park.

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: plug in for microphone and band
- Water Explain: _____
- Traffic Control Explain: _____
- Police Services Explain: 10:00 am Main Street and Maxwell to assist walkers
- Fire/EMS Services Explain: LG Rescue Squad 9:00 - 11:00
- 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			10.00
Parking Stall Usage/Blockage Fee - Per Stall, Per Day		# of Stalls	# of Days	
March 1 - November 14	\$20.00	x 6	x 1	= 120.00
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			_____
150 or more Attendees	<i>Determined by Park Board</i>			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Park Board</i>			_____
Park Reservation Fees - Per Location, Per Day				
Non-Profit or Resident				
49 Attendees or Less	\$30.00	x _____	x _____	= _____
50-149 Attendees	\$55.00	x _____	x _____	= _____
150 or more Attendees	\$105.00	x 1	x 1	= 105.00
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 _____	x _____	= _____
Non-Resident	\$500.00	x _____	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: \$ 280.00

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		# of Days	
49 Attendees or Less	\$30.00	x _____ =	_____
50-149 Attendees	\$55.00	x _____ =	_____
150 or more Attendees	\$105.00	x _____ =	_____
Non-Resident			
49 Attendees or Less	\$75.00	x _____ =	_____
50-149 Attendees	\$125.00	x _____ =	_____
150 or more Attendees	\$225.00	x _____ =	_____
		Subtotal: \$	_____
		+ Subtotal from Page 4: \$	260.00

Total PAID with Application: \$ 260.00

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:



DATE: 9/19/17

Alzheimer's Association Walk Saturday September 15th, 2018

Start time: 10:00 am from Library Park

Lakeshore Route:

Walkers proceed west on lakeshore path towards Geneva Bay Estates thru beach access to Bayview Drive and Geneva Bay Drive. (Approved by homeowners association) Walkers will take left on Snake Road and proceed to Forest Rest Lane and take a left off of Snake Road onto Forest Rest Lane. (Approved by Forest Rest Lane homeowners association). Walkers will stay on Forest Rest Lane and access lakeshore path at end of road. Walkers will take a left on lakeshore path and proceed back to Library Park.

Historic Walk Route:

Library Park to Maxwell Street crosswalk. Cross Main Street and make right on sidewalk running north of Main Street. Proceed on sidewalk to Madison Street. Make a left onto Madison Street sidewalk. Proceed north to Park Row. Left on Park Row to Maxwell Street. Cross Maxwell Street and make left on sidewalk on west side of Maxwell. Proceed south on Maxwell Street sidewalk to Main Street. Use crosswalk to cross Main Street and enter Library Park.

Details of walk day:

The morning of the event volunteers will begin setting up tables for registration of all walkers at 7:00am. There will be pre-walk entertainment and an opening ceremony. The walk will begin promptly at 10:00 am. Walkers can choose either the lakeshore or historic route. We will need Lake Geneva Police Department assistance at the crosswalk of Main Street. Most walkers will complete the walking route between 10:30 and 11:00. Musical entertainment will be provided to the returning walkers and play until 1:00. Hot dogs will be grilled on site and provided as a snack to the walkers. Raffle prizes will be given after the walk. All clean up will be complete by 1:00.

For Office Use Only

CK3067

Date Filed with Clerk: 9/21/17 Payment with Application: \$ 260.00 Receipt: C170921-2

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]

Additional services needed: 6 stalls needed - 1 DAY only

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): 9/21/17 Agosarco Approved Denied

Reasons/Conditions: _____

Finance, License & Regulation: Meeting Date(s): 10/3/2017 Approved Denied

Reasons/Conditions: _____

Council: Meeting Date(s): 10/9/2017 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: _____

LAKE GENEVA

Lake Geneva

Library Park
Start/Finish at Balloon Arch

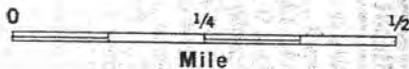
Note 1: Waterstop at Geneva Bay Estates Lakefront Access

Note 2: Caution: Stay on Path
KEEP OFF SEA WALL
Course Marshall on Wall

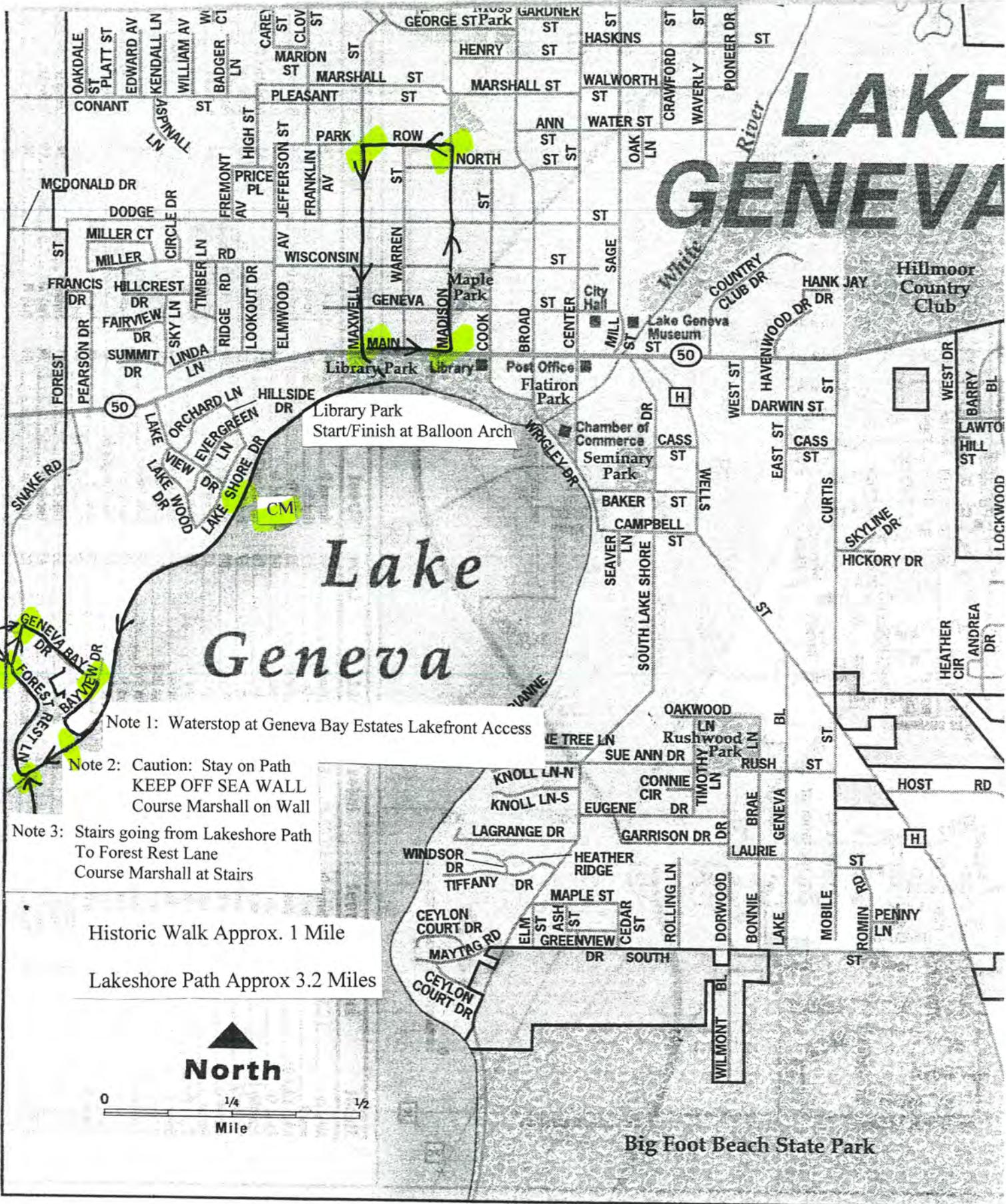
Note 3: Stairs going from Lakeshore Path
To Forest Rest Lane
Course Marshall at Stairs

Historic Walk Approx. 1 Mile

Lakeshore Path Approx 3.2 Miles



Big Foot Beach State Park



PARK

ROW

CM 5

Walkers on S. Side of Park Row

CM 4

NORTH ST.

STREET

STREET

STREET

DODGE

STREET

WISCONSIN

STREET

GENEVA

STREET

MAXWELL

WARREN

MADISON

Walkers on N. Side of Main

CM 1

MAIN

CM 2

STREET

CM 3

Walkers on W. Side of Maxwell



HISTORIC WALK

1 MILE

Walkers on W. Side of Madison

LIBRARY

PARK

Start/Finish at Balloon Arch

LAKE GENEVA

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: Greg Bunge Date of Application: Sept. 1 2018
2. Organization Name: Bunge Family Reunion
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: NA
4. Mailing Address: 1488 Conant St
5. City, State, Zip: Lake Geneva 53147 Wi.
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: Bunge Family Reunion
2. Date(s) of Event: July 14, 2018
3. Location(s) of Event: Lake Geneva, Harbor Shores and Sem. Park Pavilion
4. Hours: many 4pm 8pm
Start Time End Time

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

6. Day of Event Contact Name: Same 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: A year out, travel plans, etc.

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.

NA

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

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.

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.

None just a cook out and use of covered patio

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
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			# of Parks	# of Days	
49 Attendees or Less	\$30.00	x	_____	x _____ =	_____
50-149 Attendees	\$55.00	x	1	x 1 =	55
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>				# of Days	
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: \$					180

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		# of Days
49 Attendees or Less	\$30.00	x _____ = _____
50-149 Attendees	\$55.00	x _____ = _____
150 or more Attendees	\$105.00	x _____ = _____
Non-Resident		
49 Attendees or Less	\$75.00	x _____ = _____
50-149 Attendees	\$125.00	x _____ = _____
150 or more Attendees	\$225.00	x _____ = _____
		Subtotal: \$ _____
		+ Subtotal from Page 4: \$ _____

Total PAID with Application: \$ 186.⁰⁰

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:



DATE: Sept. 1 2018

For Office Use Only

Date Filed with Clerk: 9/11/17 Payment with Application: \$ 180.00 Receipt: C170901-20

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: [Signature]

Additional services needed: NO Alcohol

Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]

Additional services needed: No stalls requested

Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Committee/Council review (all that apply):

Park Board: Meeting Date(s): 9/27/17 [Signature] Approved Denied

Reasons/Conditions: no pyrotechnics, no beer or wine, no ^{sale of} food + merchandise

Finance, License & Regulation: Meeting Date(s): 10/3/2017 Approved Denied

Reasons/Conditions: _____

Council: Meeting Date(s): 10/9/2017 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: Richard Holt Date of Application: 9/8/17
2. Organization Name: Lakeland Community Church
3. Organization Type: For Profit Non-Profit (501(c)3) Tax ID:
4. Mailing Address: N3181 Hwy 67
5. City, State, Zip: Lake Geneva, WI, 53147
6. Phone: E-mail: richard@lakeland.church
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: Lakeland Worship Service
2. Date(s) of Event: July 1, 2018
3. Location(s) of Event: Flat Iron Park
4. Hours: 7 am 1 pm
Start Time End Time

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: Sound System
- 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			<u>25</u>
Security Deposit				
Non-Profit or Resident				
49 Attendees or Less	\$50.00			_____
50-149 Attendees	\$100.00			_____
150 or more Attendees	<i>Determined by Park Board</i>			_____ ?
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Park Board</i>			_____
Park Reservation Fees - Per Location, Per Day				
Non-Profit or Resident				
49 Attendees or Less	\$30.00	x _____	x _____ =	_____
50-149 Attendees	\$55.00	x _____	x _____ =	_____
150 or more Attendees	\$105.00	x <u>105</u>	x <u>1</u> =	<u>105</u>
Non-Resident				
49 Attendees or Less	\$75.00	x _____	x _____ =	_____
50-149 Attendees	\$125.00	x _____	x _____ =	_____
150 or more Attendees	\$225.00	x _____	x _____ =	_____
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>1</u> =	<u>250</u>
Non-Resident	\$500.00	x _____	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>380.⁰⁰</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		# of Days
49 Attendees or Less	\$30.00	x _____ = _____
50-149 Attendees	\$55.00	x _____ = _____
150 or more Attendees	\$105.00	x _____ = _____
Non-Resident		
49 Attendees or Less	\$75.00	x _____ = _____
50-149 Attendees	\$125.00	x _____ = _____
150 or more Attendees	\$225.00	x _____ = _____
		Subtotal: \$ _____
		+ Subtotal from Page 4: \$ _____

Total PAID with Application: \$ 380.⁰⁰

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:

Richard Holt DATE: 9/8/17

For Office Use Only

Date Filed with Clerk: 9/8/17 Payment with Application: \$ 380.00 Receipt: C170908-4

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: [Signature]
Additional services needed: _____
Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: [Signature]
Additional services needed: _____
Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: [Signature]
Additional services needed: _____
Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]
Additional services needed: No stalls requested
Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: [Signature]
Additional services needed: _____
Additional fees or deposit: _____

Committee/Council review (all that apply):

Park Board: Meeting Date(s): 9/27/17 Agosaco Approved Denied
Reasons/Conditions: _____

Finance, License & Regulation: Meeting Date(s): 10/3/2017 Approved Denied
Reasons/Conditions: _____

Council: Meeting Date(s): 10/9/2017 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

ALCOHOL LICENSE PREMISES EXTENSION APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- Request for premises extension to sidewalk café
- Request for temporary (special event) premises extension
- Request for premises extension to permanent outdoor area
- Other request for premises extension

Application Checklist:

- Applicant must currently hold a valid alcohol license
- Applicant obtained a Temporary Use Permit or Conditional Use Permit from the Building and Zoning Department (for special events and permanent outdoor areas)
- Scaled diagram which accurately depicts the location of the premises extension. Such drawing shall include the access points, fencing (if applicable) and the location of where alcohol will be stored and/or served.
- Application Fee of \$25.00 to amend an already approved licensed premises. This fee is charged to defray the cost of review and re-issuance of the license. This fee does NOT apply to premises extensions requested at the time of annual renewal of the license.

APPLICANT INFORMATION

Applicant Name: Tammie Carstensen - Klaus Nitsch
Establishment Name: Harbor Shores - Gino's East
Address: 300 Wrigley Dr
Alcohol License No.: 2017-2 Phone: 262.248.9181

Describe area of premises extension:

30x30 tent set 50ft off of sidewalk in Gino's parking lot to include temporary fence along sidewalk (tent - 3 sidewalk) to include installed propane heaters & natural wood firepit

Center St

Pool

O - Fire Pit

Temp Fence

EXISTING FENCE

TENT
Alcohol Service
Food Service

Garbage
Dumpster

The Cove

HARBOR SHOPS
HOTEL

SITE INFO

SUBDIVISION _____
 LOT NO. _____ BLOCK NO. _____
 ZONING DISTRICT _____
 I/4, _____ I/4, SEC _____, T _____, N, R _____ E or W _____
 PARCEL NO. _____
 SETBACKS: FRONT _____ ft REAR _____ ft
 LEFT _____ ft RIGHT _____ ft

INSPECTIONS

PHASE	ROUGH	FINAL	EROSION
FOOTING			
FOUNDATION			
BSMT DRAIN TILES			
CONSTRUCTION			
PLUMBING			
HEAT/VENT/AC			
ELECTRICAL			
INSULATION			
OCCUPANCY			

CONTRACTORS

NAME	CREDENTIAL #	PHONE
G.C.		
HVAC		
ELECT.		
PLBG		

Work shall not proceed until the inspector has approved the various stages of construction or two business days have elapsed since the day of inspection request. This permit will expire 24 months after the date of issuance if the building's exterior has not been completed. **Keep this card posted until final inspection has been made.** (WI Stats. 101.63)

WISCONSIN UNIFORM

BUILDING

Affix uniform permit seal here (when applicable)
 Seal No.: _____

PERMIT # 20170750

Constr HVAC Elect Plumb Erosion

Project: **Temporary Use**

Issued To

OWNER (AGENT) **Harbor Shores / Gino's East** PHONE _____
 BUILDING SITE ADDRESS **300 Wrigley Dr**
 CITY, VILLAGE, TOWN **Lake Geneva**

Issued by **Fred Walling** PERSON ISSUING
 DATE ISSUED **9/15/17** TELEPHONE _____
 COMMENTS: _____

NOTICE OF NONCOMPLIANCE: This issuing jurisdiction shall notify the applicant in writing of any violations to be corrected. All cited violations, except erosion control ones, shall be corrected within 30 days of notification, unless extension time is granted.

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com
Servingalcohol.com
TIPS

Learn2serve.com
\$8 Server Training
CARE

Wisconsin Technical Colleges
ServSafe Alcohol (WRAEF/NRAEF)
TEAM

For Office Use Only

Date Filed: 9/26/17 Receipt No: C170926-8

Total Amount: \$10.00

Forwarded to Police Chief: 9/26/17

Background Completed: 9-27-17 JZ

Recommendation: [Signature] Approved Denied

Verification that no more than 2 temporary licenses have been issued to this applicant in the current year: _____

FLR Approval: _____ License Issued: _____

Council Approval: _____ License Number: _____

License Expires: _____

MAILTO: Individual, Organization

City of Lake Geneva

Licenses Issued Between 10/09/2017 and 10/09/2017

Date: 9/30/2017

Time: 2:52 PM

Page: 1

Operator's Regular

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>		
10/09/2017	2017 -396	Lilian Montesinos Employer: Walgreens #5600	2045 Willow Brook Drive, 351 N Edwards Blvd	Woodstock, IL 600 Lake Geneva, WI 53147	50.00	
10/09/2017	2017 -398	Omar Joel Forestier Employer: Walgreens #5600	538 Sugar Creek Rd. 351 N Edwards Blvd	#8 Apt Lake Geneva, WI 53147	Delavan, WI 53115	50.00
10/09/2017	2017 -399	Michelle Michalek Norgard Employer: Carvetti's / Samson Enterprise	N1104 Spruce Road 642 W Main St	Pell Lake, WI 531 Lake Geneva, WI 53147	50.00	

Operator's Regular

Count: 3

ORDINANCE 17-14

AN ORDINANCE AMENDING CHAPTER 53, PARADES AND PUBLIC ASSEMBLIES, SECTION 53-3, FEES

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

1. That Section 53-3, Fees of Chapter 53, Parades and Public Assemblies, of the Lake Geneva Municipal Code is hereby amended to read as follows:

Sec. 53-3 Fees.

[Ord. No. 03-05, § I, 4-28-2003]

The Common Council may establish a nonrefundable fee by resolution to cover administrative costs of processing the permit which shall be paid by the applicant when the application is filed. If the application is for the use of any City property or for any City services, the applicant shall pay prior to the issuance of a permit any required charges in accordance with a schedule of service costs approved by the Common Council by resolution. **Notwithstanding the foregoing, all fees, except the nonrefundable fee to cover the administrative cost of processing the permit, will be waived for the Memorial Day parade, the 4th of July Parade, the Badger High School Homecoming Parade, and the Christmas Parade.**

2. That this ordinance shall take effect upon passage and publication, as provided by law.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this ___ day of October, 2017.

ALAN KUPSIK, Mayor

Attest:

SABRINA WASWO, City Clerk

First Reading: October 3, 2017
Second Reading:
Adopted:
Published:

CITY OF LAKE GENEVA

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



Memorandum

Date: September 30, 2017

To: Personnel Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on Compensation Policy Employee Performance Based Increase of up to 3% effective January 1, 2018

As part of the 2018 Budget, one of the Goals is "Employee Merit Pay Increases up to 3.0%". The City provided the same 3% Performance Based Increase in 2017. With the elevation process, raises will average 2.3% for the 35% of employees below the Mid range in their pay grade scale and 1.8% for the 65% of employees above the Mid range in their pay grade scale. A recommendation to the City Council will provide for the raises in the 2018 Budget with an overall average of around 2% employee pay increases.

CITY OF LAKE GENEVA

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



Memorandum

Date: September 30, 2017

To: Personnel Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on Employee Health Benefits costs and programs including:

- a. Claims Paid 6 Month Rolling Average
- b. Aurora Clinic
- c. Pricing Fully Insured plans including direct plans and the State Health Plan

- a. **Claims Paid 6 Month Rolling Average.** Have not received the update yet so will provide as a supplement to the packet.
- b. **Aurora Clinic.** Progressing with an anticipated date of December 1, 2017. Aurora has a provider interested in Mon and Wed 8-12 and Fri 1-5, but is having difficulty in locating a location for Monday. I recommend the City start with Wednesdays and Fridays then add Monday when space can be located. The High School Clinic is not available on Mondays and there is no space available at the local Aurora Clinic. The City may have to pursue a City building location.
- c. **Pricing Fully Insured plans including direct plans and the State Health Plan.** The City Council approved applying for the Wisconsin Department of Employee Trust Funds Health Insurance with the application submitted by the October 1, 2017 deadline. The City is now at a disadvantage in pricing direct plans with the recent significant rise in high cost claims so the State health plan is worth exploring as an option. This was an update with no action required.

CITY OF LAKE GENEVA

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



Memorandum

Date: September 30, 2017
To: Personnel Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on Schenck for Treasurer support services

With the retirement of the City Treasurer, I recommend using the City's auditor, Schenck, to provide interim reconciliation support. I also recommend holding off on filling the Treasurer position to provide time to evaluate a reorganization of City Hall staffing.

CITY OF LAKE GENEVA

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



Memorandum

Date: September 30, 2017

To: Personnel Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on combining the two Part-time Counter Clerk positions into one Fulltime Counter Clerk position

The City full-time Counter Clerk position that reported to the Comptroller was split into two part-time counter positions in January 2016 to provide support to both the Comptroller and City Clerk. There is more stability and less training in a combined position with duties still split between the Comptroller and the City Clerk. As discussed in the previous item, I am still evaluating a reorganization of City Hall staff. Given the recent dynamics, I recommend recombining the two Part-time Counter Clerk positions into one Full-time Counter Clerk position.

CITY OF LAKE GENEVA

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

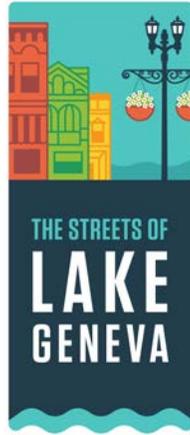


Memorandum

Date: September 30, 2017
To: Finance, License, and Regulation Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on the 2018 Business Improvement District Plan

Wisconsin State Statute Section 66.608 (3)(b) states: The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

Attached is the Lake Geneva Business Improvement District (BID) 2018 By-Laws and Operating Plan with a Budget and Map Boundaries in accordance with the said Statute for City Council consideration. The BID has updated the plan as allowed with the same levy as in previous years and same BID boundaries. The Plan was submitted as part of the 2018 Budget Workshop. I recommend that FLR Committee recommend approval of the Lake Geneva Business Improvement District (BID) 2018 By-Laws and Operating Plan with corresponding Budget and Boundaries.



LAKE GENEVA BUSINESS IMPROVEMENT DISTRICT

2018 By-Laws and Operating Plan

**LAKE GENEVA BUSINESS IMPROVEMENT DISTRICT
BY-LAWS**

Article I – General

Section I - Name

This organization shall be known as The Business Improvement District (BID), operating as The Streets of Lake Geneva.

Section II - Creation

The Lake Geneva Business Improvement District was created in 1991 in accordance with Wisconsin Act 184, allowing a city, under petition of property owner, to create a Business Improvement District (BID). This law states that it will "... allow businesses within those districts to develop, manage and promote the districts and to establish an assessment method to fund these activities."

Section III - Purpose

It shall be the purpose of the Lake Geneva Business Improvement District to develop, manage and promote the Business Improvement District (BID) within the City of Lake Geneva, as authorized by Wisconsin state statute.

The Lake Geneva Business Improvement District exists as a funding vehicle to develop and promote the entire Lake Geneva Business Improvement District.

The Business Improvement District is a private-public sector initiative for maintaining and enhancing the appeal of the downtown area. The BID will undertake projects on a private-public, collective basis in areas traditionally not addressed by the municipality.

Our mission is to support the development, improvement and promotion of the downtown for the economic benefit of all businesses within the District, as well as the general social and economic benefit of the people of the City of Lake Geneva and its visitors. The Lake Geneva Business District supports projects designed to stimulate economic growth and community well-being.

Section IV - Area

The Business Improvement District will include all properties within the boundaries outlined on the attached map.

Article II – Funding

Section I - Special Assessment

All commercially zoned properties within the BID are levied based on the assessed value of the property. This special assessment shall be assessed a portion of the levied amount by the city

and collected in the method currently used by the city for collection of property taxes. The final assessment level shall be recommended by the BID and approved by the Lake Geneva City Council. This special assessment will be levied by the City pursuant to Wis. Stats. 66.1109.

City Council will approve the levied amount, based on our proposed budget.

Section II - Exemptions

All properties within the BID boundaries shall be assessed except the following:

1. Properties which are exempt from paying property taxes, such as government, public utilities and religious buildings.
2. Real property used exclusively for residential purposes.

Section III – Associate Memberships

The BID shall have the opportunity to create an Associate Membership program to include businesses outside of the approved BID boundaries. This membership will include an annual fee.

Section IV – BID Liaison

The BID shall recommend one member of City Council to serve as an official BID Liaison, to share BID-related news at City Council meetings. This will be a non-voting position.

Article III – Board of Directors

Section I - Composition of the Board

The BID will establish a Board of Directors consistent with Wisconsin Act 184 whereby a majority of the Directors must own or occupy real estate within the BID boundaries. The Board will consist of seven (7) members, as following:

- More than 50% shall be commercial property owners, within the BID
- Owners or managers of businesses within in the BID.

Section II - Selection and Appointment of Directors

The Board of Directors shall be appointed by the mayor and confirmed by the local legislative body. The BID Board will make annual Board member recommendations to the Mayor.

Section III - Term of Office

Terms of office will be for staggered two year terms, with an annual appointment by the Mayor. Term of office will begin January 1st.

Section IV – Responsibilities

All Board members are expected to actively participate in meetings and notify the Executive Director and/or Chairman if unable to attend. Missing two consecutive meetings without prior

notification may result in the Board recommending to City Council to remove that member from the Board.

A Board Member may resign by submitting a written resignation letter with the Chairman. A Board member may be recommended to be removed from the Board of Directors to the City Council by a two-thirds (2/3) vote of the total Board at a regularly scheduled meeting for conduct unbecoming a member which is deemed detrimental to the aims of the BID. Upon a vacancy being created on the Board, the Board of Directors shall nominate candidates and shall petition the City Council to appoint a replacement.

Section V - Seating of New Directors

All newly appointed Board members shall be seated at the first Board meeting in the new fiscal year, unless there is a vacancy before that time.

Section VI - Vacancies

BID Board will vote on a recommendation to send to the mayor. Vacancies on the Board of Directors to be filled by appointment of the Mayor.

Section VII - Election of Officers

The President of the Board shall be elected to a one year term at the January meeting. No term limit.

Starting, January 1, 2018 the BID Board will add the position of Vice President. The Vice President shall exercise the powers and authority of the President upon his/her absence.

Section VIII – Management

The Board of Directors may contract an Executive Director to manage day to day activities, events, budgets and other duties as needed. The Board of Director's may also contract a maintenance worker to maintain the downtown flowers and a marketing company to assist in marketing efforts.

Contracts with Executive Director, maintenance worker and marketing company will be reviewed annually.

Section VIII - Meetings

The regular monthly board meetings will usually be held on the first Monday of every month at 8:00am. Changes in board meetings will be at the discretion of the Board President. All meetings of the Board shall be governed by the Wisconsin Open Meetings Law.

Article IV – Finances

Section I – Disbursements

All invoices for goods or services shall be approved for payment by the President of the Board. In his/her absence, the VP is able to approve invoices. Invoices are then submitted to the City of Lake Geneva for payment. The City of Lake Geneva shall be the fiscal agent for the BID.

Section II - Fiscal Year

The fiscal year of the Business Improvement District shall close on December 31st each year.

Section III - Budget

The Executive Director, along with the BID board, will present a proposed budget to the City of Lake Geneva in late September/early October.

Section IV – Audit

An annual audit shall be done as per Wisconsin State Statute and shall be on file at the City of Lake Geneva.

Section V – Proposed Expenditure

See attached budget

Article V

Section I - Parliamentary Authority

The current edition of Roberts Rules of Order will be the final source of authority in all questions of parliamentary procedure when such rules are not consistent with the Bylaws of the Business Improvement District.

Article VI

Section I - Amendments

These bylaws may be amended or altered by a majority vote of the Board of Directors and would be presented to the City Council for approval.

Article VII - Other

Section I - Proposed Activities

Below listed events may include (see attached calendar):

- Cocoa Crawl
- Paint-In/Art Festival
- Taste of Lake Geneva
- Street Performer Series
- Moonlight Movies Series
- Maxwell Street Days

- Oktoberfest
- Annual Meeting
- Holiday Open House
- Holiday Window Display Competition
- Festival of Lights Tree Lighting
- Santa and the Reindeer
- Marathon – to take place in 2019
- Possible addition of other minor events throughout the years.
Possible examples include:
 - o Love Lake Geneva Campaign
 - o St. Patrick's Day

Section II - 2018 Strategies

1. Coordination with and possible funding Tourism Commission
2. Possible funding through grant program
3. Strengthening the use of Lodging by the Lake program and facilities
4. Work in Progress
 - a. Connect Communities/Main Street Program
 - b. Banner Pole Program
 - c. Continuation of pedestrian study
 - d. Development of retail occupancy program

2018 BID BUDGET

Revenues

Property Tax Assesment	\$199,000
Associate Memberships	\$1,500
Event Revenues	\$42,124
Tourism Commission	\$40,000
TOTAL	\$282,624

Expenditures

Advertising & Promotion	\$15,000
Dues & Subscriptions	\$5,300
Executive Director	\$60,908
Events	\$58,359
Downtown Décor/Maintenance Total	\$93,850
Miscellaneous Expenses	\$4,250
Office Suuplies	\$550
Professional Fees	\$42,660
Website Expenses	\$50
TOTAL	\$280,927

Total Expenditures	\$280,927
Total Revenues	\$282,624
TOTAL	\$1,697

Wisconsin State Statute Section

66.608 Business improvement districts.

(1) In this section:

(a) "Board" means a business improvement district board appointed under sub. (3) (a).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels subject to general real estate taxes, other than railroad rights-of-way, and may include railroad rights-of-way, rivers or highways continuously bounded by the parcels on at least one side.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subds. 1. to 4. have been complied with.

(g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the

planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3)

(a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, shall have all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under sub. (3) (c) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the operating plan

and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5)

(a) Real property used exclusively for residential purposes may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

History: 1983 a. 184; 1989 a. 56 s. 258.

City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds

Contractor's/Vendor's/Grantee's Application For Payment No.

2

Application Period:

Application Date:

9/15/2017

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Breezy Hill Nursery

Via (City Official/Engineer)

Director of Public Works

Project:

10) Main Street Widening

Contract/Quote:

Parkway Lawn Restoration

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	25,100.50
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<u>21,998.67</u>
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	<u>21,998.67</u>
7. Amount Due this Application	<u>21,967.21</u>

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: _____
City Official/Engineer Date

Approved by: _____
Owner Date

Approved by: _____
Bank (if applicable) Date

By:	Date:

Approved by: _____
Escrow Agent Date

City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds

Contractor's/Vendor's/Grantee's Application For Payment No.

2

Application Period:

Application Date:

9/21/2017

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Lake Geneva Economic Development Corporation

Via (City Official/Engineer)

Director of Public Works

Project:

2) Traver Hotel Redevelopment

Contract/Quote:

Development Agreement

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	150,000.00
2. Less Previous Non Escrow Payments	107,233.00
3. Balance of Escrow	42,767.00
4. Less Previous Escrow Payments	25,867.50
5. Plus/Less Change Orders	-
6. Balance Available	16,899.50
7. Amount Due this Application	7,977.35

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by:

City Official/Engineer

Date

Approved by:

Owner

Date

Approved by:

Bank (if applicable)

Date

By:

Date:

Approved by:

Escrow Agent

Date

CITY OF LAKE GENEVA

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



Memorandum

Date: September 30, 2017
To: Finance, License, and Regulation Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on the RFP for Veteran's Park Concession

The Park Board is recommending that the City do a RFP for the 2018-2019 Veteran's Park Concessions with the current concession agreement expiring at the end of this year.

CITY OF LAKE GENEVA

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



Memorandum

Date: September 30, 2017

To: Finance, License, and Regulation Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on the Siren Replacement funded from the Equipment Replacement Fund

The 2017 Equipment Replacement Budget for Emergency Management provides for a replacement of a 1992 siren for \$30,000. Attached is the proposal for the purchase of a new siren and installation as submitted by Chief of Police Rasmussen. The recommendation is purchase of a new siren from Federal Signal for \$17,143.68 with installation by Emergency Communication Systems Inc. for \$5,800.00 for a total not to exceed \$22,943.68 from the Equipment Replacement Fund.

Emergency Communication Systems Inc.

N4696 Vine Rd.
 Freedom WI 54130
 920-585-4000

Estimate

Date	Estimate #
4/14/2016	4490

Name / Address
Lake Geneva Fire Dept. 730 Marshall St. Lake Geneva, WI 53147

			Project
Description	Qty	Rate	Total
<ul style="list-style-type: none"> •Install (1) Federal Signal Siren per Federal Signal installation specifications at site approved by the city •Furnish and install (1) 50 foot wooden class 2 pole •Furnish and install 4 batteries as recommended by Federal Signal battery specifications •Furnish and install electrical accessories for 120 vAC operation of sirens •Coordinate diggers hotline at siren sites •Test and Optimize System <p>The following Rock clause will apply: In the event that rock or any other obstructions are encountered while digging, work at the site will be discontinued until the city can offer an alternate site that will not require unexpected expenses to Emergency Communication Systems such as the cost of rock removal.</p>	1	5,800.00	5,800.00
Total			\$5,800.00



2645 Federal Signal Driv
 University Park, Illinois 60484-097
 800.548.722
 alertnotification.cor

Contact Name: John Peters

Customer: Lake Geneva

Address: 730 Marshall St.

City: Lake Geneva

State: WI

Zip:

53147

Quotation No.: ANS

41416105700

Reference quote no. on your order

Country: USA

E-mail: jpeters@lakegenevafire.org

Office Phone: [262-248-7228 ext-6002](tel:262-248-7228)

Mobile Phone:

Upon receipt of your order and acceptance by Federal Signal Corporation, the equipment herein will be supplied at the quoted prices below. Delivery schedule cannot be established until radio information is supplied, if applicable.

April 14, 2016

Item No.	Qty.	Federal Model/ Part No.	Description	Unit Price	Total
1			Project Name		
2					
3	1	508-128	Electro-mechanical rotating siren, 128 dB(C), 500Hz	\$9,039.00	\$9,039.00
4	1	DCFCTBDH	DIGITAL CONTROLLER, HIGH BAND	\$6,687.48	\$6,687.48
5	1	OMNI-4	ANTENNA, 152-156MHZ VHF	\$369.84	\$369.84
6	1	10A3	CABLE, 25' PL259 MALE & ADPT	\$208.84	\$208.84
7	1	AMB-P	ANTENNA MOUNTING BRACKET, POLE	\$124.20	\$124.20
8					
9	1	ES-FREIGHT	ES-FREIGHT	\$714.32	\$714.32
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
Total Weight:				Total:	\$17,143.68

Prices are firm for 90 days from the date of quotation unless shown otherwise. Upon acceptance, prices are firm for 6 months. This quotation is expressly subject to accept Terms stated in the attached Terms document, and any exception to or modification of such Terms shall not be binding on Seller unless expressly accepted in writing by an Officer of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of the Terms. Any such order shall be subject to acceptance by Seller in its discretion. If the total price for the items set forth above exceeds \$50,000 then this quotation IS ONLY VALID if countersigned below by a Regional Sales Representative of Federal Signal & Security Systems Group, Federal Signal Corporation. Installation is not included unless specifically quoted as a line item above. Adverse Site Conditions, including rock, contaminated soil, poor site access availability, and other circumstances which result in more than 2 hours to install a pole, will result in a \$385.00 per hour fee, plus equipment and labor. Power Clause, bringing power to the equipment is the responsibility of the purchaser. Permit Clause, any special permits, licenses or fees will be additional. See attached for details.

Delivery: 8-10 Weeks

Freight Terms: FOB - University Park, IL (Factory)

Terms: Equipment - Net 30 Days upon Shipment

Services - Net 30 Days, as completed

Proposed By: Rick Van Dyn Hoven

Company: Emergency Communication Systems

Address: N4696 Vine Rd.

City,State, Zip: Freedom, WI, 54130

Country: USA

Work Phone 920-585-4000

Signature: _____

**City of Lake Geneva
Finance, License, & Regulation Committee
October 3, 2017**

**Prepaid Checks
9/18/17 - 10/2/17**

**Total:
\$51,791.13**

Checks over \$5,000:

\$	38,604.19	<i>Payne & Dolan - Balance of 2016 Street Improvement Program</i>
\$	-	
\$	-	

FROM 09/18/2017 TO 09/25/2017

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001521		PREMIER BEST WESTERN							
		PLUMBING CONF		09/05/17		65960	09/22/17	246.00	246.00
	01	PLUMBING INSPECTOR CONF	1124005331						246.00
								VENDOR TOTAL:	246.00
TRITE		TRITECH FORENSICS INC							
	149521			08/23/17		65961	09/22/17	740.88	740.88
	01	EVIDENCE SUPPLIES	1121005380						740.88
								VENDOR TOTAL:	740.88
VERIZON		VERIZON WIRELESS							
	9791973296			09/01/17		65962	09/22/17	1,300.59	40.01
	01	AIR CARDS-AUG	1129005221						40.01
	9792129161			09/03/17		65962	09/22/17	1,300.59	1,260.58
	01	AIR CARDS-AUG	1121005221						1,260.58
								VENDOR TOTAL:	1,300.59
WIDOTS		WI DEPT OF TRANSPORTATION							
	9/22/17			09/22/17		65963	09/22/17	40.00	40.00
	01	REG SUSPENSIONS-8	4234505310						40.00
								VENDOR TOTAL:	40.00
								TOTAL --- ALL INVOICES:	2,327.47

City of Lake Geneva
Finance, License, & Regulation Committee
October 3, 2017

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	\$ 94,332.96
2. Debt Service	20	\$ -
3. TID #4	34	\$ -
4. Lakefront	40	\$ 13,423.72
5. Capital Projects	41	\$ 15,671.94
6. Parking	42	\$ 1,688.16
7. Cemetery	48	\$ 397.59
8. Equipment Replacement	50	\$ 9,299.80
9. Library Fund	99	\$ 4,343.60
10. Impact Fees	45	\$ 7,364.36
		\$ -
Total All Funds		<u><u>\$146,522.13</u></u>

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

**FINANCE, LICENSE, & REGULATION COMMITTEE
FLR Meeting Date: 10/3/17**

TOTAL UNPAID ACCOUNTS PAYABLE **\$ 146,522.13**

ITEMS > \$5,000

Kapur & Associates - September Engineering	\$ 35,502.74
Lake Geneva Utility Commissions - 3rd Qtr Water/Sewer bills; Impact Fees	\$ 21,659.69
General Communications Inc - Communication Equipment relocation for Host Tower painting	\$ 13,469.00
Foremost Electric - Fire Station Bay Doors Lighting & Switches	\$ 8,635.00
Jerry Willkomm Inc - Gas	\$ 6,811.72
Geneva Lake Museum - 2017 Payment 2 (of 2)	\$ 6,500.00
Vandewalle & Associates Inc - September Planning	\$ 6,488.53

Balance of Other Items \$ 47,455.45

INVOICES DUE ON/BEFORE 10/10/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ACL	ACL SERVICES LLC						
30002234/X670	09/10/17	01	BLOOD DRAWS	1121005380		10/10/17	93.80
						INVOICE TOTAL:	93.80
						VENDOR TOTAL:	93.80
AMYS	AMY'S SHIPPING EMPORIUM						
12740	09/05/17	01	UPS-GEN COMM	1121005312		10/10/17	10.10
						INVOICE TOTAL:	10.10
13279	09/21/17	01	UPS-MALEK	1122005312		10/10/17	10.42
						INVOICE TOTAL:	10.42
						VENDOR TOTAL:	20.52
AUTOW	AUTOWORKS PLUS						
30383	09/18/17	01	VAC WAGON TIRES-4	1132135430		10/10/17	580.59
						INVOICE TOTAL:	580.59
						VENDOR TOTAL:	580.59
BADGE	BADGER HIGH SCHOOL						
REFUND 9/28	09/28/17	01	PARADE STREET USE WAIVED	1100004495		10/10/17	65.00
		02	FIREWORKS STREET USE WAIVED	1100004495			40.00
						INVOICE TOTAL:	105.00
						VENDOR TOTAL:	105.00
BALDWIN	BALDWIN COOKE						
5741390	09/16/17	01	CALENDARS	1121005310		10/10/17	177.21
						INVOICE TOTAL:	177.21
						VENDOR TOTAL:	177.21
BEK	BEK SPECIALTIES						
17854	08/23/17	01	NAME BADGE-STANG	9900005211		10/10/17	12.00
						INVOICE TOTAL:	12.00

INVOICES DUE ON/BEFORE 10/10/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

BEK	BEK SPECIALTIES						
178668	09/23/17	01	NAME BADGES-3	9900005211		10/10/17	28.50
						INVOICE TOTAL:	28.50
						VENDOR TOTAL:	40.50
BIGELOW	BIGELOW REFRIGERATION						
64865	08/30/17	01	ICE MACHINE RPR-BACK ROOM	4055105360		10/10/17	142.50
						INVOICE TOTAL:	142.50
64867	09/01/17	01	ICE MACHINE RPR-MAIN	4055105360		10/10/17	430.65
						INVOICE TOTAL:	430.65
						VENDOR TOTAL:	573.15
BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-374061	09/11/17	01	E2 VALVE STEMS	1122005351		10/10/17	9.09
						INVOICE TOTAL:	9.09
662-374296	09/14/17	01	SWITCH RELAY-LEAF VAC	1132105351		10/10/17	28.69
						INVOICE TOTAL:	28.69
662-374715	09/20/17	01	SPRAY CLEANERS	1122005351		10/10/17	24.75
						INVOICE TOTAL:	24.75
662-375127	09/26/17	01	ROTORS,PADS,FILTERS-#39	1132105351		10/10/17	268.23
						INVOICE TOTAL:	268.23
662-375189	09/27/17	01	BRAKE PADS-TRK #54	1132105351		10/10/17	35.95
						INVOICE TOTAL:	35.95
662-375279	09/28/17	01	DOOR HANDLE-TRK #55	1132105351		10/10/17	17.19
						INVOICE TOTAL:	17.19
						VENDOR TOTAL:	383.90
CDW	CDW GOVERNMENT INC						

INVOICES DUE ON/BEFORE 10/10/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

CDW	CDW GOVERNMENT INC						
JZG6134	08/29/17	01	DETECTIVE OFFICE VIDEO	1121005380		10/10/17	128.88
						INVOICE TOTAL:	128.88
KDF2519	09/13/17	01	ADOBE ACROBAT	1122005450		10/10/17	241.95
						INVOICE TOTAL:	241.95
KGC3307	09/20/17	01	DESKTOP BATTERIES	1115105450		10/10/17	50.32
		02	COMPUTER-FINANCE,B&Z INSP	5000005800			1,184.80
		03	USB-C/E	1124005310			71.90
						INVOICE TOTAL:	1,307.02
						VENDOR TOTAL:	1,677.85
CHILDS	CRAIG D CHILDS, PHD SC						
1884	09/24/17	01	NEW HIRE EVALS	1121005411		10/10/17	500.00
						INVOICE TOTAL:	500.00
						VENDOR TOTAL:	500.00
CINTAS	CINTAS CORP						
5008986507	09/25/17	01	1ST AID KITS	1132105390		10/10/17	287.23
						INVOICE TOTAL:	287.23
						VENDOR TOTAL:	287.23
COMPL	COMPLETE OFFICE OF WISCONSIN						
149066	09/15/17	01	CALENDARS, MOUSE PADS	1121005310		10/10/17	63.53
						INVOICE TOTAL:	63.53
						VENDOR TOTAL:	63.53
DEMCO	DEMCO						
6206983	09/11/17	01	JACKETS	9900005512		10/10/17	25.34
						INVOICE TOTAL:	25.34

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DEMCO	DEMCO						
6211640	09/18/17	01	LABELS, PROTECTORS	9900005512		10/10/17	88.56
						INVOICE TOTAL:	88.56
						VENDOR TOTAL:	113.90
DOUSM	DOUSMAN TRANSPORT CO						
8113	09/13/17	01	SHUTTLE-TASTE OF LG 9/9/17	4234505399		10/10/17	387.35
						INVOICE TOTAL:	387.35
						VENDOR TOTAL:	387.35
DOWN	DOWN TO EARTH CONTRACTORS INC						
6613	09/18/17	01	STORM DRAIN REPAIR	1132155450		10/10/17	4,320.00
						INVOICE TOTAL:	4,320.00
						VENDOR TOTAL:	4,320.00
DUNN	DUNN LUMBER & TRUE VALUE						
698021	09/07/17	01	LIGHT SWITCH	9900005350		10/10/17	5.99
		02	DISCOUNT	9900004819			-0.30
						INVOICE TOTAL:	5.69
698155	09/08/17	01	LIGHT BULBS	9900005350		10/10/17	13.94
		02	DISCOUNT	9900004819			-0.70
						INVOICE TOTAL:	13.24
698454	09/11/17	01	FUEL-SMALL TOOLS	1122005341		10/10/17	22.99
		02	DISCOUNT	1100004819			-1.15
						INVOICE TOTAL:	21.84
698507	09/12/17	01	PAINT, ROLLERS, TRAYS	1152005350		10/10/17	88.52
		02	DISCOUNT	1100004819			-4.43
						INVOICE TOTAL:	84.09
698511	09/12/17	01	TRENCH/EDGER RENTAL	1152005250		10/10/17	96.80
						INVOICE TOTAL:	96.80

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

DUNN	DUNN LUMBER & TRUE VALUE						
698676	09/13/17	01	GRINDER WHEEL	1132105351		10/10/17	11.96
		02	DISCOUNT	1100004819			-0.60
						INVOICE TOTAL:	11.36
698784	09/14/17	01	PAINT ROLLERS,CUPS	1152005352		10/10/17	14.97
		02	DISCOUNT	1100004819			-0.75
						INVOICE TOTAL:	14.22
698917	09/15/17	01	TARPS-GIANT VAC	1132105351		10/10/17	29.97
		02	DISCOUNT	1100004819			-1.50
						INVOICE TOTAL:	28.47
698938	09/15/17	01	BATH TISSUE	1132105350		10/10/17	12.98
		02	DISCOUNT	1100004819			-0.65
						INVOICE TOTAL:	12.33
699318	09/19/17	01	FURNACE FILTERS	1122005350		10/10/17	19.16
		02	FURNACE FILTERS	1151105240			42.33
		03	DISCOUNT	1100004819			-3.07
						INVOICE TOTAL:	58.42
699426	09/20/17	01	POND FOUNTAIN CORD	1152005352		10/10/17	7.99
		02	DISCOUNT	1100004819			-0.40
						INVOICE TOTAL:	7.59
699458	09/20/17	01	PAINT,BRUSHES,SCREWS	1152005840		10/10/17	55.93
		02	DISCOUNT	1100004819			-1.80
						INVOICE TOTAL:	54.13
699460	09/20/17	01	BOARDS-SHELTER REPAIR	1152005840		10/10/17	260.42
						INVOICE TOTAL:	260.42
699512	09/20/17	01	LEXAN GLASS	1152005840		10/10/17	477.60
						INVOICE TOTAL:	477.60

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

DUNN	DUNN LUMBER & TRUE VALUE						
699525	09/20/17	01	HEX KEY, FILTERS	4055205350		10/10/17	14.45
		02	DISCOUNT	1100004819			-0.72
						INVOICE TOTAL:	13.73
699545	09/21/17	01	SPRINKLER HEAD	1152015952		10/10/17	29.99
		02	DISCOUNT	1100004819			-1.50
						INVOICE TOTAL:	28.49
699619	09/21/17	01	CRACK FILLER-SALT SHED	1132125351		10/10/17	8.98
		02	DISCOUNT	1100004819			-0.45
						INVOICE TOTAL:	8.53
699672	09/22/17	01	VALVES, CONNECTORS	1152015350		10/10/17	29.26
		02	DISCOUNT	1100004819			-1.46
						INVOICE TOTAL:	27.80
699674	09/22/17	01	BULBS, BATTERIES	9900005350		10/10/17	11.97
		02	DISCOUNT	9900004819			-0.60
						INVOICE TOTAL:	11.37
699949	09/25/17	01	BRUSH, TAPE, LINER	1152005350		10/10/17	20.64
		02	DISCOUNT	1100004819			-0.63
						INVOICE TOTAL:	20.01
699958	09/25/17	01	SPRINKLER HEAD	1152005352		10/10/17	10.99
		02	DISCOUNT	1100004819			-0.55
						INVOICE TOTAL:	10.44
699984	09/25/17	01	SPRINKLER, CONNECTOR	1152015350		10/10/17	61.95
		02	DISCOUNT	1100004819			-3.10
						INVOICE TOTAL:	58.85
700053	09/26/17	01	LIGHT BULBS	9900005350		10/10/17	14.99
		02	DISCOUNT	9900004819			-0.75
						INVOICE TOTAL:	14.24

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DUNN DUNN LUMBER & TRUE VALUE							
700089	09/26/17	01	BELTS, PLUGS	1116105350		10/10/17	12.87
		02	DISCOUNT	1100004819			-0.60
						INVOICE TOTAL:	12.27
700186	09/27/17	01	COUPLING-WATER TRUCK	1132135430		10/10/17	4.79
		02	DISCOUNT	1100004819			-0.24
						INVOICE TOTAL:	4.55
700189	09/27/17	01	WALLPLATES, LT BULBS	1152005350		10/10/17	4.48
		02	DISCOUNT	1100004819			-0.22
						INVOICE TOTAL:	4.26
700430	09/28/17	01	TURNBUCKLE, STRAPS	1132105351		10/10/17	3.79
		02	DISCOUNT	1100004819			-0.19
						INVOICE TOTAL:	3.60
700488	09/29/17	01	PHOTO CELLS-LIGHTS	4054105352		10/10/17	12.95
		02	RAKES-6	1132145430			179.94
		03	DISCOUNT	1100004819			-9.64
						INVOICE TOTAL:	183.25
K94444	08/04/17	01	KEYS	1122005340		10/10/17	1.98
						INVOICE TOTAL:	1.98
						VENDOR TOTAL:	1,549.57
DUO DUO SAFETY LADDER CORPORATION							
447222	12/23/14	01	RUNG REAMER TOOL RETURN	1122005351		03/16/16	-126.00
		02	REFUND CK RECD-TOOL RETURN	1122005351			126.00
						INVOICE TOTAL:	0.00
						VENDOR TOTAL:	0.00
ELKHO ELKHORN CHEMICAL CO INC							
591689	09/11/17	01	FLOOR MACHINE PAD	4055205350		10/10/17	63.47
						INVOICE TOTAL:	63.47
						VENDOR TOTAL:	63.47

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EMS	EMS MEDICAL BILLING ASSOCIATES						
6/17	06/01/17	01	COMMISSIONS-JUNE	1122005214		10/10/17	1,309.11
						INVOICE TOTAL:	1,309.11
8/17	08/01/17	01	COMMISSIONS-AUG	1122005214		10/10/17	1,971.42
						INVOICE TOTAL:	1,971.42
						VENDOR TOTAL:	3,280.53
EXPERT	EXPERT PLUMBING & HEATING						
10422-1	09/18/17	01	SPRINKLER SYSTEM INSPECTION	1152005250		10/10/17	128.00
						INVOICE TOTAL:	128.00
						VENDOR TOTAL:	128.00
FIRES	FIRE SAFETY EDUCATION						
253819	08/31/17	01	KIDS FIRE HELMETS	1122005340		10/10/17	290.00
						INVOICE TOTAL:	290.00
						VENDOR TOTAL:	290.00
FORD	FORD OF LAKE GENEVA						
59205	08/07/17	01	REPROGRAM RPM GAGE-#222	1121005361		10/10/17	162.17
						INVOICE TOTAL:	162.17
59654	09/06/17	01	OIL CHANGE-#201	1121005361		10/10/17	197.03
						INVOICE TOTAL:	197.03
59693	09/08/17	01	OIL CHANGE-#206	1121005361		10/10/17	30.95
						INVOICE TOTAL:	30.95
59769	09/14/17	02	OIL CHANGE-#207	1121005361		10/10/17	30.95
						INVOICE TOTAL:	30.95
						VENDOR TOTAL:	421.10
FOREM	FOREMOST ELECTRIC LLC						

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FOREM FOREMOST ELECTRIC LLC							
2649	09/06/17	01	GARAGE DOOR LIGHTS	5022005800		10/10/17	5,265.00
		02	BAY LIGHT SWITCHES	4322001701			3,370.00
						INVOICE TOTAL:	8,635.00
						VENDOR TOTAL:	8,635.00
GAGE GAGE MARINE CORP							
142877	08/23/17	01	REPL DECK BOARDS-WEST PIER	4055305264		10/10/17	49.50
						INVOICE TOTAL:	49.50
142903	08/24/17	01	SWIM PIER REPAIR	4055305264		10/10/17	227.97
						INVOICE TOTAL:	227.97
						VENDOR TOTAL:	277.47
GEAR GEAR WASH LLC							
13359	09/14/17	01	TURN-OUT GEAR NAME PATCHES	4522005962		10/10/17	136.86
						INVOICE TOTAL:	136.86
						VENDOR TOTAL:	136.86
GENERC GENERAL COMMUNICATIONS INC							
244612	08/31/17	01	HOST TOWER EQUIP RELOCATE	1110005780		10/10/17	13,469.00
						INVOICE TOTAL:	13,469.00
						VENDOR TOTAL:	13,469.00
GENOAM GENOA CITY MUNICIPAL COURT							
994	09/19/17	01	BEACH TESTING-AUG	4054105362		10/10/17	240.00
						INVOICE TOTAL:	240.00
						VENDOR TOTAL:	240.00
GENON GENEVA ONLINE INC							
1052223	09/01/17	01	EMAIL SVC-AUG	1121005221		10/10/17	39.00
						INVOICE TOTAL:	39.00
						VENDOR TOTAL:	39.00

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GEOSY GEO-SYNTHETICS LLC							
128539	09/22/17	01	STRAW NETTING	1152005352		10/10/17	162.00
						INVOICE TOTAL:	162.00
						VENDOR TOTAL:	162.00
GILLU GILLUND ENTERPRISES							
836146	09/20/17	01	BRAKE CLEANER, RUST PENETRATOR	4800005340		10/10/17	208.08
		02	BRAKE CLEANER	1132105351			99.00
						INVOICE TOTAL:	307.08
						VENDOR TOTAL:	307.08
GLMUS GENEVA LAKE MUSEUM							
RE092917	09/29/17	01	2017 PAYMENT 2 OF 2	1151105735		10/10/17	6,500.00
						INVOICE TOTAL:	6,500.00
						VENDOR TOTAL:	6,500.00
GREAT GREAT AMERICA LEASING CORP							
21322495	09/15/17	01	BIZ HUB-SEPT	1122005340		10/10/17	222.76
						INVOICE TOTAL:	222.76
						VENDOR TOTAL:	222.76
HALVE HALVERSON OVERHEAD DOOR CO							
3776	09/21/17	01	GARAGE DOOR OPERATORS	5022005800		10/10/17	2,850.00
						INVOICE TOTAL:	2,850.00
						VENDOR TOTAL:	2,850.00
HENRYS HENRY SCHEIN INC							
44897761	08/28/17	01	COLDPACS, NEEDLES, GLOVES	1122005810		10/10/17	117.28
						INVOICE TOTAL:	117.28
45334885	09/12/17	01	COLD PACKS	1122005810		10/10/17	9.96
						INVOICE TOTAL:	9.96

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HENRYS HENRY SCHEIN INC							
45638943	09/19/17	01	GLUCOSE,GLOVES,TAPE	1122005810		10/10/17	177.63
						INVOICE TOTAL:	177.63
45666092	09/20/17	01	SODIUM CHLORIDE	1122005810		10/10/17	8.34
						INVOICE TOTAL:	8.34
						VENDOR TOTAL:	313.21
IDVIL IDVILLE							
3265526	09/25/17	01	BADGE HOLDERS	1129005310		10/10/17	58.00
						INVOICE TOTAL:	58.00
						VENDOR TOTAL:	58.00
INITIAL INITIAL DESIGNS							
6337	09/26/17	01	EMBROIDER FF PATCHES	1122005138		10/10/17	66.50
						INVOICE TOTAL:	66.50
						VENDOR TOTAL:	66.50
INTOX INTOXIMETERS INC							
573955	08/30/17	01	MOUTH PIECES	1121005290		10/10/17	110.00
						INVOICE TOTAL:	110.00
						VENDOR TOTAL:	110.00
ITU ITU ABSORB TECH INC							
6828847	07/14/17	01	MATS,MOPS,FRAGRANCE	4055205360		10/10/17	88.06
						INVOICE TOTAL:	88.06
6844772	08/11/17	01	MATS,MOPS,FRAGRANCE	4055205360		10/10/17	88.06
						INVOICE TOTAL:	88.06
6868789	09/22/17	01	MATS	1122005360		10/10/17	119.13
						INVOICE TOTAL:	119.13

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ITU	ITU ABSORB TECH INC						
6868790	09/22/17	01	MATS, TOWELS, COVERALLS	1132105360		10/10/17	80.70
						INVOICE TOTAL:	80.70
6868791	09/22/17	01	MATS	1116105360		10/10/17	77.13
						INVOICE TOTAL:	77.13
						VENDOR TOTAL:	453.08
JAMES	JAMES IMAGING SYSTEMS INC						
773391	09/19/17	01	TOSH ES3555-SEP OVERAGE	1121005531		10/10/17	99.89
						INVOICE TOTAL:	99.89
773392	09/19/17	01	TOSH ES357-SEP OVERAGE	1121005531		10/10/17	29.70
						INVOICE TOTAL:	29.70
						VENDOR TOTAL:	129.59
JANIK	JANI-KING OF MILWAUKEE						
MIL10170380	10/01/17	01	CLEANING-OCT	9900005360		10/10/17	1,083.00
						INVOICE TOTAL:	1,083.00
						VENDOR TOTAL:	1,083.00
JEFFE	JEFFERSON FIRE & SAFETY INC						
240406	08/31/17	01	TURN OUT GEAR	4522005962		10/10/17	117.50
						INVOICE TOTAL:	117.50
						VENDOR TOTAL:	117.50
JERRY	JERRY WILLKOMM INC						
235307	07/28/17	01	1500 GALS GAS	1132105341		10/10/17	3,268.50
						INVOICE TOTAL:	3,268.50
235404	09/08/17	01	1502 GALS GAS	1132105341		10/10/17	3,543.22
						INVOICE TOTAL:	3,543.22
						VENDOR TOTAL:	6,811.72

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JUREW	JUREWICZ, JUDY						
3995	09/21/17	01	CABLE-TORO MOWER #7	1152005250		10/10/17	25.54
						INVOICE TOTAL:	25.54
						VENDOR TOTAL:	25.54
KAPUR	KAPUR & ASSOCIATES, INC						
91778	09/18/17	01	BEACH EXPANSION TOPO	4054105362		10/10/17	2,350.00
						INVOICE TOTAL:	2,350.00
91783	09/18/17	01	GOLDEN YEARS ENG	1100001391		10/10/17	555.00
						INVOICE TOTAL:	555.00
91785	09/18/17	01	2017 STREETS-ENG	4332101701		10/10/17	4,408.00
						INVOICE TOTAL:	4,408.00
91786	09/18/17	01	MAIN ST RECONSTRUCT-ENG	4332101701		10/10/17	7,485.50
						INVOICE TOTAL:	7,485.50
91787	09/18/07	01	SYMPHONY BAY-ENG	1100001391		10/10/17	20,704.24
						INVOICE TOTAL:	20,704.24
						VENDOR TOTAL:	35,502.74
KORNAK	EMILY KORNAK						
REIMBURSE	09/06/17	01	WI TRUSTEES LUNCH MTG	9900005211		10/10/17	80.07
						INVOICE TOTAL:	80.07
						VENDOR TOTAL:	80.07
LANGE	LANGE ENTERPRISES INC						
63272	09/12/17	01	"BLIND CHILD" SIGN	1134105375		10/10/17	130.37
						INVOICE TOTAL:	130.37
						VENDOR TOTAL:	130.37
LARK	LARK UNIFORM OUTFITTERS INC						

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LARK UNIFORM OUTFITTERS INC							
250978	08/31/17	01	UNIFORM-HANSEN	1121005138		10/10/17	304.98
						INVOICE TOTAL:	304.98
251804	09/18/17	01	SLIDE BARS	1121005139		10/10/17	89.58
		02	UNIFORM-GRITZNER	1122005138			13.42
						INVOICE TOTAL:	103.00
251962	09/21/17	01	UNIFORM-WAY	1121005138		10/10/17	98.00
						INVOICE TOTAL:	98.00
						VENDOR TOTAL:	505.98
LASERWORKS UNLIMITED LLC							
1313	08/23/17	01	PASSPORT TAGS	1122005800		10/10/17	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	15.00
LAKE GENEVA CHEVROLET							
5026767	09/18/17	01	STEERING CABLE-TRK #55	1132105351		10/10/17	102.97
						INVOICE TOTAL:	102.97
						VENDOR TOTAL:	102.97
LAKE GENEVA REGIONAL NEWS							
1231929	09/14/17	01	LN-TREE BID	1132135430		10/10/17	141.80
						INVOICE TOTAL:	141.80
						VENDOR TOTAL:	141.80
LAKE GENEVA UTILITY							
1016	07/21/17	01	1016 CUMBERLAND TRAIL	4500002452		10/10/17	1,690.00
		02	1016 CUMBERLAND TRAIL	4500002453			1,865.00
						INVOICE TOTAL:	3,555.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

LGUTI	LAKE GENEVA UTILITY						
411 MANNING WAY	09/19/17	01	411 MANNING WAY	4500002452		10/10/17	1,690.00
		02	411 MANNING WAY	4500002452			1,865.00
						INVOICE TOTAL:	3,555.00
RE092917	09/05/17	02	11.1999.00 VETS PK STORAGE BLD	1152015226		10/10/17	198.10
		03	11.2000.00 VETS PARK	1152015226			152.25
		04	11.2001.00 VETS CONCESSION	1152015226			252.33
		05	3.0420.00 1070 CAREY	1132105226			45.05
		06	3.0424.00 1065 CAREY	1132105226			153.51
		07	3.0425.00 1055 CAREY	1132105226			54.91
		09	4.0307.00 818 GENEVA	4234505220			28.80
		11	4.0402.00 918 MAIN ST LIB	9900005222			244.00
		12	4.0404.00 COOK & MAIN	1152005226			1,195.76
		13	4.0466.00 BEACH HOUSE	4054105399			1,284.36
		14	4.0468.00 WRIGLEY DR/TOP	4055105226			1,113.77
		15	4.0469.00 LOWER RIVIERA	4055205226			3,935.68
		17	4.0472.00 IRRIGATION LIB PARK	1152005227			2,377.05
		18	4.0474.00 LIB PK RESTROOM	1152005226			168.52
		19	5.0100.00 626 GENEVA	1116105226			803.07
		21	5.0114.00 255 MILL/MUSEUM	1151105226			188.24
		22	5.0138.00 720 GENEVA	1152005227			28.80
		24	5.0253.00 FLAT IRON PK RESTRM	1152005226			976.44
		25	5.0255.00 CHAMBER OF COMMERCE	1152005226			45.05
		26	5.0257.00 WRIGLEY DR STATUE	1152005227			28.80
		27	5.0280.00 BAKER/WILLOW SMN PK	1152005226			391.90
		28	5.0300.00 255 MILL ST FP	1151105226			189.00
		29	6.0034.00 CEMETERY RD	4800005226			124.80
		30	6.0550.00 WILLIAMS ST PK	1152005227			28.80
		31	7.0415.00 730 MARSHALL	1122005226			360.79
		33	8.0452.00 SAGE ST/DUNN FLD	1152005226			179.91
						INVOICE TOTAL:	14,549.69
						VENDOR TOTAL:	21,659.69
MALEK	MALEK & ASSOCIATES CONSULTANTS						

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MALEK	MALEK & ASSOCIATES CONSULTANTS						
5653	09/02/17	01	FA SHOPPES OF LG	1122005750		10/10/17	307.50
						INVOICE TOTAL:	307.50
						VENDOR TOTAL:	307.50
MARTIN	MARTIN GROUP						
1222496	09/20/17	01	KONICA 20-SEP	1121005531		10/10/17	14.55
						INVOICE TOTAL:	14.55
						VENDOR TOTAL:	14.55
MAXR	MAX-R						
DP/120093	09/07/17	01	GARBAGE CAN LIDS	1152005352		10/10/17	860.00
						INVOICE TOTAL:	860.00
						VENDOR TOTAL:	860.00
MIDWETA	MIDWEST TAPE						
95342406	08/28/17	01	DVDS	9900005414		10/10/17	22.99
						INVOICE TOTAL:	22.99
95367705	09/06/17	01	DVDS	9900005414		10/10/17	131.95
						INVOICE TOTAL:	131.95
95377654	09/08/17	01	DVDS	9900005414		10/10/17	22.99
						INVOICE TOTAL:	22.99
95410248	09/19/17	01	DVDS	9900005414		10/10/17	195.91
						INVOICE TOTAL:	195.91
						VENDOR TOTAL:	373.84
MUTUA	MUTUAL OF OMAHA						
RE092917	09/19/17	01	CEM DISABILITY-OCT	4800005137		10/10/17	29.16

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MUTUA MUTUAL OF OMAHA							
RE092917	09/19/17	02	PKG DISABILITY-OCT	4234505137		10/10/17	16.81
		03	CH DISABILITY-OCT	1110205134			174.41
		04	LIB DISABILITY-OCT	9900005137			46.62
		05	PD DISABILITY-OCT	1110205134			556.82
		11	STR DISABILITY-OCT	1110205134			210.41
		12	UTIL DISABILITY-OCT	1100001634			154.50
		13	WWTF DISABILITY-OCT	1100001634			58.78
						INVOICE TOTAL:	1,247.51
						VENDOR TOTAL:	1,247.51
NAPAE ELKHORN NAPA AUTO PARTS							
091733	09/21/17	01	PRY BAR	1152015952		10/10/17	70.85
						INVOICE TOTAL:	70.85
092377	09/27/17	01	WASHER, TRANSMISSION FLUID	1132105351		10/10/17	60.42
						INVOICE TOTAL:	60.42
92461	09/27/17	01	OIL, FUEL FILTERS	1132105351		10/10/17	87.04
						INVOICE TOTAL:	87.04
						VENDOR TOTAL:	218.31
NEENA NEENAH FOUNDRY COMPANY							
238394	09/14/17	01	MANHOLE COVER RINGS	4332101701		10/10/17	666.44
						INVOICE TOTAL:	666.44
524052	09/25/17	01	MANHOLE RINGS-PRICING CREDIT	4332101701		09/26/17	-258.00
						INVOICE TOTAL:	-258.00
						VENDOR TOTAL:	408.44
NFPA NATL FIRE PROTECTION ASSOC							
7074493Y	09/13/17	01	FIRE PREV WEEK BANNERS	1122005399		10/10/17	58.55
						INVOICE TOTAL:	58.55
						VENDOR TOTAL:	58.55

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NORTH NORTHWIND PERENNIAL FARM							
8346	09/06/17	01	GARDEN CARE-FALL	9900005360		10/10/17	1,530.50
						INVOICE TOTAL:	1,530.50
						VENDOR TOTAL:	1,530.50
OFFIC OFFICE DEPOT							
960798764001	09/07/17	01	TWIN TURBO LABELS	1122005340		10/10/17	212.33
						INVOICE TOTAL:	212.33
						VENDOR TOTAL:	212.33
OFFICP OFFICE PRO INC							
0270361-001	08/10/17	01	ENVELOPES, TAPE, PLANNER	9900005310		10/10/17	67.94
		02	SUGAR	9900005211			7.18
						INVOICE TOTAL:	75.12
						VENDOR TOTAL:	75.12
OSHKO OSHKOSH FIRE & POLICE							
170810	09/25/17	01	LIGHT BAR-NEW SQUAD	1121005342		10/10/17	2,035.00
						INVOICE TOTAL:	2,035.00
						VENDOR TOTAL:	2,035.00
PARAT PARATECH AMBULANCE SERVICE							
6/17	06/01/17	01	INTERCEPTS-JUNE	1122005218		10/10/17	1,027.99
						INVOICE TOTAL:	1,027.99
8/17	08/01/17	01	INTERCEPTS-AUG	1122005218		10/10/17	810.91
						INVOICE TOTAL:	810.91
						VENDOR TOTAL:	1,838.90
PAUL PAUL CONWAY SHIELDS INC							
0408881-N	09/02/17	01	AIR COMPRESSOR FILTER	1122005800		10/10/17	21.50
						INVOICE TOTAL:	21.50
						VENDOR TOTAL:	21.50

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PCL	PETTY CASH - LIBRARY						
SEP 2017	09/25/17	01	USPS	9900005312		10/10/17	45.39
		02	OAKFIRE-DANTUMA DINNER	9900005211			15.00
		03	DOLLAR TREE-NAPKINS,CARD	9900005211			4.22
		04	WALGREENS-CARD	9900005211			2.99
						INVOICE TOTAL:	67.60
						VENDOR TOTAL:	67.60
QUILL	QUILL CORPORATION						
9441054	08/29/17	01	STORAGE BOXES	1121005380		10/10/17	395.92
		02	MAILERS,POST ITS,PADS	1121005310			84.09
						INVOICE TOTAL:	480.01
9441255	08/29/17	01	CDS	1121005310		10/10/17	51.97
						INVOICE TOTAL:	51.97
9817337	09/13/17	01	MOUSE,PENS,FLAGS	1121005310		10/10/17	66.84
						INVOICE TOTAL:	66.84
9892959	09/15/17	01	CALENDARS-15	1121005310		10/10/17	77.00
						INVOICE TOTAL:	77.00
						VENDOR TOTAL:	675.82
RED	RED THE UNIFORM TAILOR						
00W67077	08/31/17	01	UNIFORM-MARTINEZ	1122005138		10/10/17	44.99
						INVOICE TOTAL:	44.99
00W67188	09/07/17	01	UNIFORM-DETKOWSKI	1122005138		10/10/17	27.90
						INVOICE TOTAL:	27.90
00W67256	08/31/17	01	UNIFORM-BLAUSER	1122005138		10/10/17	96.45
						INVOICE TOTAL:	96.45
00W67257	09/07/17	01	UNIFORM-BLAUSER	1122005138		10/10/17	27.90
						INVOICE TOTAL:	27.90

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RED	RED THE UNIFORM TAILOR						
00W67258	08/31/17	01	UNIFORM-MARTINEZ	1122005138		10/10/17	350.70
						INVOICE TOTAL:	350.70
00W67260	09/07/17	01	UNIFORM-R. DERRICK	1122005138		10/10/17	27.90
						INVOICE TOTAL:	27.90
00W67297	09/18/17	01	UNIFORM-LONG	1122005138		10/10/17	44.99
						INVOICE TOTAL:	44.99
00W67344	08/31/17	01	UNIFORM-ZIENTEK	1122005138		10/10/17	244.25
						INVOICE TOTAL:	244.25
00W67407	09/18/17	01	UNIFORM-BASTEK	1122005138		10/10/17	119.98
						INVOICE TOTAL:	119.98
00W67463	09/18/17	01	UNIFORM-BAUMANN	1122005138		10/10/17	186.00
						INVOICE TOTAL:	186.00
00W67470	09/18/17	01	UNIFORM-SPRINGHORN	1122005138		10/10/17	104.98
						INVOICE TOTAL:	104.98
0W67183A	08/31/17	01	UNIFORM-ZIENTEK	1122005138		10/10/17	186.47
						INVOICE TOTAL:	186.47
0W67184A	08/31/17	01	UNIFORM-HAASE	1122005138		10/10/17	117.98
						INVOICE TOTAL:	117.98
0W67344A	09/18/17	01	UNIFORM-ZIENTEK	1122005138		10/10/17	90.90
						INVOICE TOTAL:	90.90
						VENDOR TOTAL:	1,671.39
REIND	REINDERS						
2901840-00	09/21/17	01	SPRINKLER HEADS	1152005352		10/10/17	80.64
						INVOICE TOTAL:	80.64
						VENDOR TOTAL:	80.64

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REINDER REINDERS INC							
2901504-00	09/08/17	01	SPRINKLER SYSTEM-LIBRARY	1152005352		10/10/17	71.71
						INVOICE TOTAL:	71.71
						VENDOR TOTAL:	71.71
RHYMEL RHYME BUSINESS PRODUCTS							
21312406	09/15/17	01	COPIER LEASE-OCT	9900005532		10/10/17	478.06
						INVOICE TOTAL:	478.06
						VENDOR TOTAL:	478.06
ROTE ROTE OIL COMPANY							
1725800004	09/15/17	01	257.31 GALS ON-ROAD DIESEL	1132105341		10/10/17	607.00
						INVOICE TOTAL:	607.00
1726300216	09/20/17	01	448.81 GALS OFF-ROAD DIESEL	1132105341		10/10/17	919.62
						INVOICE TOTAL:	919.62
1726500211	09/22/17	01	198.62 GALS ON-ROAD DIESEL	1132105341		10/10/17	468.54
						INVOICE TOTAL:	468.54
1726500212	09/22/17	01	177.19 GALS OFF-ROAD DIESEL	1132105341		10/10/17	363.06
						INVOICE TOTAL:	363.06
						VENDOR TOTAL:	2,358.22
SHRED SHRED-IT							
8123217280	09/22/17	01	SHREDDING SVC-SEPT	1116105360		10/10/17	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	15.00
SOMAR SOMAR TEK LLC/SOMAR ENTERPRISE							
100559	09/06/17	01	TRANSPORT BELTS-SQUADS	1121005290		10/10/17	287.65
						INVOICE TOTAL:	287.65

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SOMAR SOMAR TEK LLC/SOMAR ENTERPRISE							
100561	09/07/17	01	UNIFORM-GRITZNER	1121005138		10/10/17	44.00
						INVOICE TOTAL:	44.00
100578	09/22/17	01	BATON,FLASHLIGHT-TAC TEAM	1121005342		10/10/17	71.90
						INVOICE TOTAL:	71.90
						VENDOR TOTAL:	403.55
SUPPLY THE SUPPLY CORPORATION							
0067099-IN	09/15/17	01	HAND SOAP	1152005350		10/10/17	131.70
						INVOICE TOTAL:	131.70
						VENDOR TOTAL:	131.70
T0001522 WISHING WELL FLORIST							
8326	09/03/17	01	KELLER BABY FLOWERS	1121005399		10/10/17	39.04
						INVOICE TOTAL:	39.04
						VENDOR TOTAL:	39.04
T0001523 TOMMI'S GARDEN BLOOMS							
JULY 14 2017	07/14/17	01	MCKAIG FUNERAL FLOWERS	1122005399		10/10/17	89.68
						INVOICE TOTAL:	89.68
						VENDOR TOTAL:	89.68
T0001525 JOHN SNEE							
REFUND	09/18/17	02	SNEE-SEC DEP 9/16/17	4055102353		10/10/17	1,000.00
		03	SNEE-SETUP,SEC GRD 9/16/17	4055104674			-364.00
						INVOICE TOTAL:	636.00
						VENDOR TOTAL:	636.00
T0001526 DAN BESS							
REFUND	09/18/17	01	BESS-SEC DEP 9/14/17	4055102353		10/10/17	1,000.00

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T0001526 DAN BESS							
REFUND	09/18/17	02	BESS-SETUP,SEC GRD 9/14/17	4055104674		10/10/17	-384.00
						INVOICE TOTAL:	616.00
						VENDOR TOTAL:	616.00
T0001527 MIKE ZESSEMOS							
REFUND	09/18/17	01	ZESSEMOS-SEC DEP 9/9/17	4055102353		10/10/17	1,000.00
		02	ZESSEMOS-SETUP,SEC GRD 9/9/17	4055104674			-324.00
						INVOICE TOTAL:	676.00
						VENDOR TOTAL:	676.00
T0001528 SEAN PAYNE							
REFUND	09/19/17	01	MIDWEST SUP-SEC DEP,BAR	1100002353		10/10/17	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
T0001529 DAWN MARIE MANCUSO							
REFUND	09/19/17	01	FAT TIRE-SEC DEP 9/9/17	1100002353		10/10/17	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
T0001530 ST. FRANCIS DE SALES							
REFUND	09/19/17	01	SF FALL FEST-SEC DEP	1100002353		10/10/17	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
T0001531 STEPHAN THORNGATE							
REFUND	09/19/17	01	MT ZION BEACH BAPTISM-SEC DEP	1100002353		10/10/17	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	100.00

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T0001533 LINCOLN CONTRACTORS SUPPLY							
L30041	09/21/17	01	CRACK FILL-SALT SHED	1132125351		10/10/17	64.36
						INVOICE TOTAL:	64.36
						VENDOR TOTAL:	64.36
T0001537 NABCO ENTRANCES INC							
MW6002253	09/20/17	01	FRONT DOOR REPAIR	9900005360		10/10/17	139.00
						INVOICE TOTAL:	139.00
						VENDOR TOTAL:	139.00
T0001538 GAYLE HARRIGAN							
REFUND	09/25/17	01	HARRIGAN-SEC DEP 9/23/17	4055102353		10/10/17	1,000.00
		02	HARRIGAN-SETUP,SEC GRD 9/23	4055104674			-314.00
						INVOICE TOTAL:	686.00
						VENDOR TOTAL:	686.00
T0001539 MAXX T MARBACH							
REFUND	09/27/17	01	REFUND-CITATION CN80FXJNG	1112004510		10/10/17	244.70
						INVOICE TOTAL:	244.70
						VENDOR TOTAL:	244.70
T0001540 GRACE IRENE HANSON							
REFUND	09/27/17	01	REFUND-CITATION CN80F3SSQ5	1112004510		10/10/17	244.70
						INVOICE TOTAL:	244.70
						VENDOR TOTAL:	244.70
T2SYS T2 SYSTEMS CANADA							
INVEBP0000001050	08/31/17	01	IRIS FEES-JAN-JUNE	4234505450		10/10/17	1,161.75
						INVOICE TOTAL:	1,161.75
						VENDOR TOTAL:	1,161.75

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TAPCO TAPCO							
I572103	07/31/17	01	SIGN, DEDUCTIBLE	1134105374		10/10/17	1,226.30
		02	INSURANCE REIMBURSE	1110005245			1,218.36
		03	TRAFFIC CONTROL BASE	1134105375			255.00
						INVOICE TOTAL:	2,699.66
						VENDOR TOTAL:	2,699.66
TIME TIME WARNER CABLE							
710897601091417	09/14/17	01	INTERNET SVC-SEPT	1121005221		10/10/17	209.99
						INVOICE TOTAL:	209.99
						VENDOR TOTAL:	209.99
TRANS TRANS UNION LLC							
08720550	08/27/17	01	BACKGROUND CHECKS	1121005411		10/10/17	279.47
						INVOICE TOTAL:	279.47
						VENDOR TOTAL:	279.47
TSC TRACTOR SUPPLY CREDIT PLAN							
200076902	08/24/17	01	BALL VALVE-WATER TRUCK	1132135430		10/10/17	27.99
						INVOICE TOTAL:	27.99
						VENDOR TOTAL:	27.99
ULTIM ULTIMATE WINDOW LLC							
803145	09/14/17	01	CLEAN OUTSIDE WINDOWS	4055205360		10/10/17	750.00
						INVOICE TOTAL:	750.00
						VENDOR TOTAL:	750.00
UNIQU UNIQUE MANAGEMENT SERVICES INC							
450578	09/01/17	01	COLLECTION FEES-AUG	9900005510		10/10/17	26.85
						INVOICE TOTAL:	26.85
						VENDOR TOTAL:	26.85

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USCELL US CELLULAR							
RE092917	09/12/17	01	HARBORMASTER CELL-SEP	4055105221		10/10/17	15.90
		02	MAYOR'S CELL-SEP	1116105221			34.10
		03	BLDG INSP CELL-SEP	1124005262			53.15
		05	CITY ADMIN CELL-SEP	1116105221			55.97
		07	BEACH CELL-SEP	4054105221			2.40
		08	PARKING MTR 1 CELL-SEP	4234505221			0.90
		09	PARKING MTR 2 CELL-SEP	4234505221			1.25
		10	CITY HALL CELL-SEP	1116105221			6.35
		12	PARKING SUPERVISOR-SEP	4234505221			45.65
		13	CEMETERY CELL-SEP	4800005221			35.55
		14	ST DIRECTOR CELL-SEP	1132105221			44.25
		15	ST FOREMAN CELL-SEP	1132105221			64.85
		16	PARKING MGR CELL-SEP	4234505221			45.65
		17	CITY CLERK CELL-SEP	1116105221			46.55
						INVOICE TOTAL:	452.52
						VENDOR TOTAL:	452.52
VANDE VANDEWALLE & ASSOCIATES INC							
201709019	09/19/17	01	PLANNING-SEPT	1100001391		10/10/17	1,576.39
		02	PLANNING-SEPT	1169305212			4,912.14
						INVOICE TOTAL:	6,488.53
						VENDOR TOTAL:	6,488.53
WALMA WALMART COMMUNITY							
6368-9/17	09/16/17	01	CHAIRS-4	1122005340		10/10/17	39.76
						INVOICE TOTAL:	39.76
						VENDOR TOTAL:	39.76
WASWOS SABRINA WASWO							
REIMB WMCA 9/17	09/20/17	01	WMCA-230 MILES	1114305330		09/26/17	123.05
		02	WMCA-KALAHARI BALANCE	1114305331			68.47
						INVOICE TOTAL:	191.52
						VENDOR TOTAL:	191.52

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WELDE	WELDERS SUPPLY CO						
472274	09/12/17	01	YRLY TANK RENTAL	1132105340		10/10/17	30.24
						INVOICE TOTAL:	30.24
						VENDOR TOTAL:	30.24
WOLFF	DERRICK WOLFF						
REIMB 9/17	08/03/17	01	UNIFORM-TSHIRT	1122005138		10/10/17	19.50
						INVOICE TOTAL:	19.50
						VENDOR TOTAL:	19.50
						TOTAL ALL INVOICES:	146,522.13