



FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, DECEMBER 12, 2016 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

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 November 28, 2016, as prepared and distributed.
5. **LICENSES & PERMITS**
 - a. Original 2016-2017 Operator's (Bartender) License application filed by Lauren Walker
6. Discussion/Action on Room Tax Law Changes and corresponding ordinance creating a City Tourism Commission
7. Discussion/Action on directing the City Administrator to work with the Geneva Lakes Family YMCA on consideration of Veterans Park as a possible site for a new YMCA and the current YMCA location as a possible Conference Center
8. Discussion/Action on request from Lake Geneva Historical Preservation Commission to nominate City property in the 300 block of Sage Street as a Local Historic Railroad site as the property owner (*Public Works recommended rejection on 12/8/2016*)
9. First reading of **Ordinance 16-20**, repealing the Parking Commission
10. First reading of **Ordinance 16-21**, amending duties of the Public Works Committee
11. First reading of **Ordinance 16-22**, repealing the Communications Committee
12. First reading of **Ordinance 16-23**, amending duties and meeting times of the Finance, Licensing and Regulation Committee
13. Discussion/Action on disallowance of claim filed by Sharon Hoffman for an alleged injury caused by a slip and fall on Broad and Main Street on October 9, 2016, pursuant to Wis. Stat. 893.80(1g)
14. Discussion/Action on 2017 Budget for the Equipment Replacement Fund and Plan
15. Discussion/Action on **Resolution 16-R56**, approving the 2017 Equipment Replacement Fund budget amendment to increase expenditures by \$248,484.00

16. Discussion/Action on Payne & Dolan TIF4 Escrow Draw Request No. 1 for \$8,699.03
17. Discussion/Action on Alliant Energy Escrow Draw Request No. 1 for \$1,140.00
18. Discussion/Action on Utility Ordinance change pertaining to Utility Commission construction under City Public Works as allowed by WI Statute Section 66.0805(4)(a) with construction work exceeding \$250,000 requiring Public Works Committee and City Council approval *(Recommended by Public Works on 12/8/2016)*
19. Discussion/Action on Utility Ordinance change pertaining to restriction of extension of Water and Sewer outside of City Limits without approval from the City Council as allowed by WI Statute Section 66.0805(4)(a) *(Recommended by Public Works on 12/8/2016)*
20. Discussion/Action on Utility Ordinance change pertaining to expenditures being paid by the City Treasury and utility receipts remitted to the City Treasury monthly as allowed by WI Statute Section 66.0805(4)(a)
21. Discussion/Action on Utility Ordinance change pertaining City Administrator's appointment to the Utility Commission taking the place of a Citizen on the Utility Commission as allowed by WI Statute Section 66.0805(1)
22. **Presentation of Accounts**
 1. Purchase Orders (none)
 2. Prepaid Bills in the amount of \$3,729,653.24
 3. Regular Bills in the amount of \$443,733.30

23. 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.

12/9/2016 6:00pm

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

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, NOVEMBER 28, 2016 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Alderman Kordus called the meeting to order at 6:00pm.

Roll Call. Present: Aldermen Horne, Gelting, Chappell, Kordus. Absent: Alderman Howell. Also Present: City Administrator Oborn, Comptroller Pollitt, 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 be limited to 5 minutes.

Mary Jo Fesenmaier, 955 George Street, commented on commission, board, and committee meeting date changes. She asked to have the Finance meeting on consistent days to allow routine for the public. There also is the possibility to start meetings all at the same time to allow for consistency. She feels it is a good idea to consolidate meetings.

Approval of Minutes. Horne/Gelting motion to approve the Regular Finance, License and Regulation Committee Meeting minutes of November 14, 2016, as prepared and distributed. Motion carried 4 to 0.

LICENSES & PERMITS

Beach Reservation Permit application filed by Lake Geneva Downtown (BID) to use the Riviera Beach and the beach house on February 9, 2017 for a Bonfire on the Beach from 12:00pm to 11:00pm, including setup and clean-up (*sent to council without recommendation by Piers, Harbors and Lakefront on Nov. 16, 2016*)

Horne/Gelting motion to suspend the rules and allow Erin Thornburgh to speak. Motion carried 4 to 0.

Erin Thornburgh from the Business Improvement District spoke stating normally the Chamber puts on the event and decided not to continue with this event. The bonfire is typically from 5:00pm to 8:00pm. She would like extended hours if the alcohol application is passed. She noted the fires would be started at 4:00pm. Ms. Thornburgh added the Fire Department does benefit as they receive all of the funds that are collected that evening. If alcohol is served, she would like the event to go until 10:00pm. Mr. Oborn noted alcohol has never been done before, and there is concern with the fencing. Mr. Gelting questioned how the expense of having the Fire Department there was covered in the past. Mr. Kordus said it was 2 to 3 hours in the past, and the City covered it. Ms. Thornburgh noted the fire would be located outside the fenced in alcohol area. Mr. Horne is okay if there is a roped in section for the alcohol. Mr. Kordus stated the BID would have to pick up the costs for the fencing with a single entrance/exit. He asked if that would then come out of the Fire Department proceeds. Ms. Thornburgh said she didn't believe so. Mr. Kordus noted the restrooms will be closed so they may want to have portable restrooms on site.

Gelting/Chappell motion to recommend approval with the bonfire between 4:00pm and 8:00pm to include waiver of fees except the \$25.00 application fee. Motion carried 4 to 0.

Riviera Ballroom application from Lake Geneva Downtown (BID) with request for waiver of fees for Bingo Night during Winterfest on February 7, 2017 (*sent to council without recommendation by Piers, Harbors and Lakefront on Nov. 16, 2016*)

Genoa City Lions Club is running the event as they have a Bingo license. The BID has sponsored the event the last 3 years at Harbor Shores, which was not available this year. All proceeds go to the Lions Club. Mr. Oborn recommended waiver of fees. Mr. Kordus stated this is really a fundraiser for the Genoa City Lions Club; it has nothing to do with the BID. Ms. Thornburgh added the Lake Geneva Lions Club is not interested in being a part of the event. The Genoa City Lions Club does a lot for the community.

Gelting/Horne motion to move to Council without recommendation. Motion carried 4 to 0.

Temporary Class “B”/“Class B” Retailer’s License application for the sale of fermented malt beverages and wine filed by Lake Geneva Downtown (BID) for the Lake Geneva Bonfire on the Beach event on February 9, 2017 from 4:00pm to 10:00pm held on the Riviera Beach

Horne/Gelting motion to approve but amend the time from 5:00pm to 10:00pm with a fence around the area where alcohol is served. Motion carried 4 to 0.

Horne/Gelting motion to recommend approval of the Original 2016-2017 Operator's (Bartender) License application filed by Rachael Engelhardt, Jason Fricke, Jennifer Hoffman, Allison McFarlan.

Motion carried 4 to 0.

Gelting/Horne motion to recommend approval of the BID request for funding of Downtown Cameras.

Motion carried 4 to 0.

First Reading of Ordinance 16-19, removing parking in front of the Theater and changing to a no parking zone

Mr. Kordus recommended they move directly to a second reading at Council.

Horne/Gelting motion to recommend approval of the 2017 Summer Season Lifeguard Services Contract with the Geneva Lake Water Safety Patrol (approved by Piers, Harbors and Lakefront on Oct. 27, 2016).

Motion carried 4 to 0.

Discussion/Recommendation of the Riviera Building Improvements Proposal from Kehoe-Henry and Associates for Architectural & Engineering Design Services and Condition Assessment & Preliminary Design (approved by Piers, Harbors and Lakefront on Nov. 16, 2016).

Gelting/Horne motion to move to Council without recommendation. Motion carried 4 to 0.

Horne/Gelting motion to recommend approval of the Michael's Signs Escrow Draw Request No 5 for \$2,160.00 with overage of \$1,160.00 from General Fund.

Mr. Oborn explained the overage was due to some modifications that were approved by the former Director of Public Works. The sign did not fit the way it is, so they had to modify the sign and put a platform on it. The location was changed as well. The specs called for it to be placed one way, and they had to change it. Motion carried 4 to 0.

Gelting/Horne motion to recommend approval of Resolution 16-R53, establishing the 2017 West End Pier, Lagoon Slip, Buoy, Dinghy and Kayak Rack Rates (approved by Piers, Harbors and Lakefront on Nov. 16, 2016).

Mr. Kordus noted this is a 3% increase across the board, and we still are well below Williams Bay and Fontana. The other municipalities did not raise their fees for 2017. Mr. Horne questioned if the non-resident rates should be raised. Mr. Kordus answered there are almost no non-resident slips available. The slips are nonresident property owners or residents. Motion carried 3 to 1 with Alderman Chappell voting "no."

Horne/Gelting motion to recommend approval of the Resolution 16-R54, updating the Schedule of Fees to include a fee for the sale of radon test kits.

The city is not required to sell the kits. The county will provide them to the city at no cost, but the city cannot give them away. Most likely only 3 or 4 of them will be sold a year and the city will collect the whole \$10. This makes it more accessible for the residents versus going to the County. Motion carried 4 to 0.

Horne/Gelting motion to recommend acceptance of City of Lake Geneva Tax Incremental District Number 4 Financial Statements (Closing Audit) from Creation through May 12, 2016.

Mr. Oborn noted this also shows the refund amount to the other taxing jurisdictions. Motion carried 4 to 0.

Acceptance of City of Lake Geneva share of Tax Incremental District Number 4 refund to the Equipment Replacement Fund.

Kordus/Horne motion to approve contingent upon bridges at the Disc Golf Course being funded out of the equipment replacement fund. Motion carried 4 to 0.

Horne/Chappell motion to approve consolidation of the Communications Committee into the Finance, License and Regulation Committee and corresponding ordinance change. Motion carried 4 to 0.

Horne/Chappell motion to approve consolidation of the Parking Commission into the Public Works Committee and corresponding ordinance change. Ms. Chappell questioned the times. Mr. Oborn stated this isn't a time change, it's an ordinance change. The absorbing committee would take on the duties. Public Works would take on the Parking Commission duties. Motion carried 4 to 0.

Discussion/Recommendation on Commission, Board and Committee meeting date changes and possible consideration of further consolidation

Mr. Kordus stated they should have the committee chairs agree to this and adhere to the new schedule. Ms. Chappell felt there should be an Arts Committee as Park Board should not be the place where art is discussed. Mr. Kordus said Council and FLR are required by ordinance and would have to make the corresponding ordinance change. Aldermen Chappell and Kordus would prefer FLR on a Tuesday. Mr. Gelting asked if the ordinance could say “as designated by the chairman” for dates and times.

Kordus/Chappell motion to move FLR to 6:00pm on the 1st and 3rd Tuesday of the month with corresponding ordinance changes. Mr. Oborn recommended the bills go directly to Council and bypass FLR. Comptroller Pollitt stated there could be 3 categories of bills: prepaids, regulars and bills that do not go to FLR. Motion carried 4 to 0.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Gelting/Horne motion to recommend approval of Prepaid Bills in the amount of \$4,007.91. Motion carried 4 to 0.

Gelting/Chappell motion to recommend approval of Regular Bills in the amount of \$70,143.30. Motion carried 4 to 0.

Horne/Gelting motion to adjourn at 6:49pm. Unanimously carried.

/s/ Stephanie Gunderson, Assistant City Clerk

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



REGULAR CITY COUNCIL MEETING
MONDAY, DECEMBER 12, 2016 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Mayor Kupsik calls the meeting to order
2. Pledge of Allegiance – Alderman Howell
3. Roll Call
4. Awards, Presentations, and Proclamations
5. Re-consider business from previous meeting
6. 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.
7. Acknowledgement of Correspondence
8. Approve Regular City Council Meeting minutes of November 28, 2016, as prepared and distributed
9. **CONSENT AGENDA.** Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.
 - a. Original 2016-2017 Operator’s (Bartender) License application filed by Lauren Walker
10. Item(s) removed from the Consent Agenda
11. **Finance, License and Regulation Committee Recommendations – Alderman Kordus**
 - a. Discussion/Action on Room Tax Law Changes and corresponding ordinance creating a City Tourism Commission
 - b. Discussion/Action on directing the City Administrator to work with the Geneva Lakes Family YMCA on consideration of Veterans Park as a possible site for a new YMCA and the current YMCA location as a possible Conference Center
 - c. Discussion/Action on request from Lake Geneva Historical Preservation Commission to nominate City property in the 300 block of Sage Street as a Local Historic Railroad site as the property owner (*Public Works recommended rejection on 12/8/2016*)
 - d. First reading of **Ordinance 16-20**, repealing the Parking Commission
 - e. First reading of **Ordinance 16-21**, amending duties of the Public Works Committee
 - f. First reading of **Ordinance 16-22**, repealing the Communications Committee
 - g. First reading of **Ordinance 16-23**, amending duties and meeting times of the Finance, Licensing and Regulation Committee

- h. Discussion/Action on disallowance of claim filed by Sharon Hoffman for an alleged injury caused by a slip and fall on Broad and Main Street on October 9, 2016, pursuant to Wis. Stat. 893.80(1g)
- i. Discussion/Action on 2017 Budget for the Equipment Replacement Fund and Plan
- j. Discussion/Action on **Resolution 16-R56**, approving the 2017 Equipment Replacement Fund budget amendment to increase expenditures by \$248,484.00
- k. Discussion/Action on Payne & Dolan TIF4 Escrow Draw Request No. 1 for \$8,699.03
- l. Discussion/Action on Alliant Energy Escrow Draw Request No. 1 for \$1,140.00
- m. Discussion/Action on Utility Ordinance change pertaining to Utility Commission construction under City Public Works as allowed by WI Statute Section 66.0805(4)(a) with construction work exceeding \$250,000 requiring Public Works Committee and City Council approval (*Recommended by Public Works on 12/8/2016*)
- n. Discussion/Action on Utility Ordinance change pertaining to restriction of extension of Water and Sewer outside of City Limits without approval from the City Council as allowed by WI Statute Section 66.0805(4)(a) (*Recommended by Public Works on 12/8/2016*)
- o. Discussion/Action on Utility Ordinance change pertaining to expenditures being paid by the City Treasury and utility receipts remitted to the City Treasury monthly as allowed by WI Statute Section 66.0805(4)(a)
- p. Discussion/Action on Utility Ordinance change pertaining City Administrator's appointment to the Utility Commission taking the place of a Citizen on the Utility Commission as allowed by WI Statute Section 66.0805(1)

12. Presentation of Accounts

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$3,729,653.24
- c. Regular Bills in the amount of \$443,733.30

13. Mayoral Appointments. (none)

14. Closed Session

- a. Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for:
 - 1. Comptroller
 - 2. Fire Chief
- b. Motion to go in to Closed Session pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever competitive bargaining reasons require a closed session:
 - 1. Police Officer's Union Negotiations
 - 2. Purchase of property on Conant Street

15. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

16. 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.

12/9/2016 & 6:00pm

cc: Aldermen, Mayor, Administrator, Attorney, Department Heads, Media

**REGULAR CITY COUNCIL MEETING
MONDAY, NOVEMBER 28, 2016 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by Alderman Hedlund

Roll Call. Present: Mayor Kupsik, Aldermen Chappell, Skates, Kordus, Flower, Gelting, Horne, Hedlund.
Absent: Alderman Howell. Also Present: City Attorney Draper, City Administrator Oborn, and City Clerk Waswo.

Awards, Presentations, and Proclamations.

Re-consider business from previous meeting. None.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will to be limited to 5 minutes. None.

Acknowledgement of Correspondence. None.

Approval of Minutes. Horne/Gelting motion to approve the Regular City Council Meeting minutes of November 14, 2016, and Special City Council Meeting minutes of November 21, 2016, as prepared and distributed. Motion carried 7 to 0.

Consent Agenda

d. Original 2016-2017 Operator's (Bartender) License application filed by Rachael Engelhardt, Jason Fricke, Jennifer Hoffman, Allison McFarlan

Kordus/Horne motion to approve. Motion carried 7 to 0.

Items removed from the Consent Agenda.

a. Beach Reservation Permit application filed by Lake Geneva Downtown (BID) to use the Riviera Beach and the beach house on February 9, 2017 for a Bonfire on the Beach from 12:00pm to 11:00pm, including setup and clean-up (sent to council without recommendation by Piers, Harbors and Lakefront on Nov. 16, 2016)

Kordus/Horne motion to approve with bonfire times restricted to 4:00pm to 8:00pm and charge the application fee of \$25.00.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting "yes." Motion carried 7 to 0.

b. Riviera Ballroom application from Lake Geneva Downtown (BID) with request for waiver of fees for Bingo Night during Winterfest on February 7, 2017 (sent to council without recommendation by Piers, Harbors and Lakefront on Nov. 16, 2016)

Alderman Kordus noted the BID is sponsoring the event and Genoa City Lions Club will be using the ballroom for Bingo Night. Mayor Kupsik added the Lake Geneva Lions Club did not have a bingo license to take the event so they could not take the event. Mr. Oborn recommended waiving the fees as did in the past with VISIT Lake Geneva.

Mayor Kupsik added in 2017 the Genoa City Lions Club will be celebrating 100 years.

Chappell/Skates motion to approve with waiver of fees. Mr. Kordus said the fact that it's already been published prior to going to Council leaves a bad taste in his mouth. We should not be setting precedence. We do have a fee for non-profit organizations to use the Riviera. He would be in favor of charging half the amount this year and the full amount next year. Mr. Oborn stated he originally thought he had the authority to waive the fee and implied that it would be waived. Mayor Kupsik stated this is the first time this event is going to be held at the Riviera. In the future, he would like the application in sooner.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

c. Temporary Class “B”/“Class B” Retailer’s License application for the sale of fermented malt beverages and wine filed by Lake Geneva Downtown (BID) for the Lake Geneva Bonfire on the Beach event on February 9, 2017 from 4:00pm to 10:00pm held on the Riviera Beach

Kordus/Horne motion to approve with alcohol being sold from 5:00pm to 10:00pm providing the entire alcohol serving area is fenced in with a single entrance/exit and the fire pit is located outside the alcohol area.

Mr. Kordus made a strong recommendation that port-a-potties be available as the beach bathrooms will not be open.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Chappell/Gelting motion to approve Second Reading of Ordinance 16-17, an ordinance amending Section 98-206, Detailed Land Use Descriptions and Regulations; Subsection (4) Commercial Land Uses to include tattoo services above the clavicle

Roll Call: Chappell, Skates, Gelting, Horne, Hedlund voting “yes.” Motion carried 5 to 2 with Alderman Kordus and Flower voting “no.”

Kordus/Horne motion to approve Second Reading of Ordinance 16-18, an ordinance amending Chapter 62, Streets, Sidewalks, and Other Public Places, Article III, Obstructions and Encroachments, Section 62-67, adding an exception for certain creameries

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Finance, License and Regulation Committee Recommendations – Alderman Kordus

Kordus/Horne motion to approve BID request for funding of Downtown Cameras

The BID will be paying for the cameras and installation. Once installed the security cameras would become city property monitored by the Police Department. The BID came to Police Chief Rasmussen asking if they would be interested in monitoring them if they are put up. The BID had some damage after Oktoberfest and this is to protect the BID district and their property. They will be placed on our traffic signals on Main Street, in the most core intersections in the BID. It covers Broad Street, which was affected by the damage. Mayor Kupsik noted the City will be responsible for maintaining the cameras. Ms. Flower stated the BID is providing the equipment, but we are providing a service over and above for the BID. Mr. Rasmussen stated they will not be watching the cameras 24/7. It records and keeps the recordings for 7 to 10 days. If anything happens, the PD can go back and investigate through that method. Ms. Chappell questioned if she paid for cameras and mounted them on City lamp posts in her neighborhood, would the City monitor them.

Roll Call: Kordus, Skates, Gelting, Horne, Hedlund voting “yes.” Motion carried 5 to 2 with Chappell and Flower voting “no”.

First Reading of Ordinance 16-19, removing parking in front of the Theater and changing to a no parking zone

Kordus/Horne motion to waive first reading and go directly to the second reading. Mr. Kordus stated the weather is changing and this needs to be done before the theater opens. He would like to direct Public Works to get that done. Mr. Oborn added this has always been considered temporary, so that warrants the speedy change.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Kordus/Horne motion to approve the second reading of Ordinance 16-19.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Kordus/Skates motion to approve 2017 Summer Season Lifeguard Services Contract with the Geneva Lake Water Safety Patrol (approved by Piers, Harbors and Lakefront on Oct. 27, 2016)

City Administrator Oborn noted this is the shorter season option.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Discussion/Action on Riviera Building Improvements Proposal from Kehoe-Henry and Associates for Architectural & Engineering Design Services and Condition Assessment & Preliminary Design (approved by Piers, Harbors and Lakefront on Nov. 16, 2016)

Mr. Kordus stated this was sent to council by FLR with no recommendation.

Kordus/Skates motion to approve with the monies coming from the lakefront fund. Alderman Skates stated there are multiple maintenance issues at the Riviera so they consulted with the Director of Public Works. Together they decided to go outside the City to get a Consultant/Architect/Engineer to take a look. City Attorney Draper confirmed that since this is for engineering services it does not have to go out for a formal bid. Alderman Flower is concerned that this is not the only building that we have that has been ignored. The library has its issues and the utility building has water stains. This should not be the only building we decide to look at. She knows that the beach and Riviera make good income. There has been discussion that it has lost its appeal. She feels this should not be just about the Riviera.

Mr. Skates agreed. The City should have a roofing company come in and give a full estimate on all roofs. It gets very expensive. This is the top down approach. Mr. Oborn explained this mirrors between the equipment replacement fund and the capital borrowing. Ms. Flower questioned the proposal, stating it seems like a high fee for just design plans.

Kordus/Skates motion to suspend rules and allow Bill Henry to speak. Motion carried 7 to 0.

Mr. Henry stated they toured the interior and exterior of the facility along with the boardwalk. There is quite a bit of deterioration of the masonry caps on top of those walls and the back balcony. This proposal will prepare a shopping list of items that need attention. There were also some improvements that were discussed that were looked back in 2010 but didn't quite get the funding. This report will have preliminary drawings as to how to address those items and estimated costs for those items. There is a breakdown of hours based on personnel in our office along with participating consultants.

Ms. Flower stated there are heavy hours on the principal, which is the highest rate. Mr. Henry answered the company prides itself in service to the clients. That is the time we have estimated that he and his partner will be spending on the project.

Ms. Flower asked Mr. Oborn if he feels this price is reasonable. She asked if we are looking at spending millions. Mayor Kupsik stated depending on what they find, we could spend \$1 million repairing the Riviera. We are talking about HVAC, roof, plumbing and so on. They will give us a consensus as what needs to be done. In 2010 there was patch work on the roof and structural work underneath the building. It was not a fix all, just a patch to get by for \$600,000. The building is due for serious repairs. Ms. Flower is not objectionable to doing this but wants to see a maintenance plan. This is a step in the right direction, but she is tired of being surprised by hearing that we need to spend another half million dollars. Mr. Oborn said we are trying to be proactive and listening to our staff. Mr. Skates challenges each person on these committees to take ownership and look around. He feels it is money well spent.

Mr. Gelting felt it is a cost of doing business to come up with a plan. This helps to take care of the deferred maintenance and get on a maintenance schedule going forward.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting "yes." Motion carried 7 to 0.

Kordus/Horne motion to approve Michael's Signs Escrow Draw Request No 5 for \$2,160.00 with overage of \$1,160.00 from General Fund

This is the final payment. Mayor Kupsik asked if there was a change order or written request of this change order. Mr. Oborn stated no, the prior Public Works Director had approved it. Mr. Gelting appreciates change orders but wants site management when these things come up.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting "yes." Motion carried 7 to 0.

Kordus/Gelting motion to approve Resolution 16-R53, establishing the 2017 West End Pier, Lagoon Slip, Buoy, Dinghy and Kayak Rack Rates (approved by Piers, Harbors and Lakefront on Nov. 16, 2016)

Mr. Kordus noted we are still significantly lower than both Williams Bay and Fontana. Neither municipalities have raised their rates for 2017, so we are on track to catch up with them.

Roll Call: Kordus, Skates, Flower, Gelting, Horne, Hedlund voting "yes." Motion carried 6 to 1 with Chappell voting "no".

Kordus/Horne motion to approve Resolution 16-R54, updating the Schedule of Fees to include a fee for the sale of radon test kits

The kits are made available from the county. We are not allowed to give them away, so there is an administrative fee. It is a service we are providing for the County.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Kordus/Horne motion to approve acceptance of City of Lake Geneva Tax Incremental District Number 4 Financial Statements (Closing Audit) from Creation through May 12, 2016

The advance amount and remaining funds to be dispersed are listed in the report.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Kordus/Horne motion to approve acceptance of the City of Lake Geneva share of Tax Incremental District Number 4 refund to the Equipment Replacement Fund

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Kordus/Horne motion to approve the consolidation of the Communications Committee into the Finance, License and Regulation Committee and corresponding ordinance change

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Kordus/Horne motion to approve the consolidation of the Parking Commission into the Public Works Committee and corresponding ordinance change

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Discussion/Action on Commission, Board and Committee meeting date changes and possible consideration of further consolidation

Kordus/Chappell motion to approve moving FLR to 6:00pm on the 1st and 3rd Tuesday of the month with corresponding ordinance changes. The only thing that really requires the change is Public Works as that is designated by ordinance. The rest are at the discretion of the committee chairs. For future consideration, it was suggested that meeting start times are all in sync. Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Plan Commission Recommendations – Alderman Skates

Discussion/Action on Resolution 16-R55, a Conditional Use application filed by Rodger Fisher, 946 Ceylon Court, Lake Geneva, WI, to construct an addition using the SR-4 Zoning requirements in an ER-1 (Estate Residential) Zoning District located at 946 Ceylon Court, Lake Geneva, WI 53147, Tax Key No. ZA124000002 including staff recommendations and finding of fact (approved by Plan Commission on Nov. 21, 2016)

Skates/Kordus motion to approve. Mr. Skates explained this was approved years ago, but the conditional use lapsed. They came back with a similar design.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Discussion/Action on a Precise Implementation Plan (PIP) Amendment Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for modifications to the Precise Implementation Plan (PIP) in the Central Business (CB) Zoning District at 831 Wrigley Drive, Tax Key No. ZOP 00340 including staff recommendations, finding of fact, exterior materials as presented, and all previous approved requirements to apply (approved by Plan Commission on Nov. 21, 2016)

Skates/Horne motion to approve. Mr. Skates noted the previous plan was cost prohibitive. This involved a complete raising of the old house and starting new. The height dropped by 5 feet. Mayor Kupsik added they will be paying for some parking spaces that will be blocked during construction. Ms. Flower does not feel the architecture fits the area.

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund voting “yes.” Motion carried 6 to 1 with Alderman Flower voting “no.”

Discussion/Action on a Precise Implementation Plan (PIP) Application filed by Lake Geneva 50120, LLC c/o GMX Real Estate Group, LLC, 3000 Dundee Rd, Northbrook, IL 60062 for two new commercial buildings in the Planned Business Zoning District at 281 N Edwards Blvd., Tax Key No. ZA297300001 including staff recommendations, finding of fact, City Engineer letter dated November 2, 2016, and exterior materials as presented (approved by Plan Commission on Nov. 21, 2016)

Skates/Gelting motion to approve. Mr. Skates said this is a tweak in the plan. The Fire Department had a different request on some of the things and there was a change engineering-wise. It was noted that semi trucks park in that area now; however there is adequate parking in the Lake Geneva business park. Ms. Flower said the frontage aisle does not

line up. It was noted in Plan Commission that by law the property has to be a separate lot and meet the parking requirements even though it is connected to the Walmart parking lot.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Kordus/Gelting motion to approve Prepaid Bills in the amount of \$4,007.91

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Kordus/Gelting motion to approve Regular Bills in the amount of \$70,143.30

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Mayoral Appointments. None.

Closed Session

Kordus/Gelting motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever competitive bargaining reasons require a closed session regarding the Police Officer’s Union Negotiations and include the City Attorney and City Administrator.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Council entered into closed session at 8:33pm

Kordus/Skates motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 0.

Council returned to open session at 8:56pm.

Kordus/Hedlund motion to negotiate as discussed in closed session. Motion carried 7 to 0.

Adjournment. Kordus/Hedlund motion to adjourn at 8:57pm. Motion carried 7 to 0.

/s/ Sabrina Waswo, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

City of Lake Geneva

Licenses Issued Between 12/12/2016 and 12/12/2016

Date: 12/09/2016
Time: 11:55 AM
Page: 1

Operator's Regular

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>
12/12/2016	2016 -297	Lauren D. Walker	717 Center St. Lake Geneva, WI 5	50.00
		Employer: Champs Sports Bar & Grill / L&	747 Main St Lake Geneva, WI 53147	

Operator's Regular

Count: 1

Totals for this Type:

50.00

CITY OF LAKE GENEVA

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



Memorandum

Date: October 21, 2016
To: Finance, License & Regulation Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on Room Tax Law Changes and corresponding ordinance creating a City Tourism Commission

Attached is the six page Summary of Room Tax Law Changes made by the State Budget, 2015, Wisconsin Act 55, and 2015 Act 301 prepared by Curt Witynski with the League of Wisconsin Municipalities. The Summary notes major room tax law changes taking effect January 1, 2017.

The new Room Tax laws limit the City's discretion. The City has historically given \$95,000 to \$100,000 per year to the Lake Geneva Chamber of Commerce (VISIT Lake Geneva). In 2016 the City Council authorized as part of the 2016 Budget process additional funds allocated to VISIT with VISIT receiving the \$100,000 plus 25% of the Room Tax over \$450,000. The additional revenue to VISIT is estimated at \$37,500 (Attachment Room Tax Financial Analysis) in 2016. With the new law limits, the City will have to direct above the historic \$100,000 in 2017, an estimated \$77,179 with the City grandfather retention limit of \$422,821, and with total estimated room tax revenue at \$600,000. The City in 2020 is estimated to have to direct an additional amount of around \$160,000 to tourism. This required increase in tourism promotion reduces the City's funding of City tourism services and will have to be made up by other revenue sources and/or spending cuts.

Another major change in the Room Tax law requires the City spending on tourism promotion and tourism development to either be done by a: 1) A tourism entity or 2) A tourism commission that the City creates. Under the tourism entity option, the City must give all of the Room Tax Revenue exceeding the Grandfather limit to the tourism entity starting in 2017. The City has the option of creating a Tourism Commission. The tourism commission can then use the funds for tourism promotion and tourism development.

I recommend that the City Council direct the City Attorney to create an ordinance establishing the City of Lake Geneva Tourism Commission with five (5) members with two members representing the Wisconsin hotel and motel industry, one (1) member representing the downtown businesses (with preference given to members of the Lake Geneva Downtown Business Improvement District), and two members of the Lake Geneva Common Council. Members shall be appointed by the Mayor and confirmed by the City Council for One (1) year terms. The Commission in conjunction with the City Council shall be responsible for room tax dollars ensuring that the required funds are spent on tourism promotion and tourism development within the City of Lake Geneva.

City of Lake Geneva
Room Tax Financial Analysis
12/9/2016

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	Projected <u>2016</u>	Budget <u>2017</u>
History:								
Room Tax Revenue Budgeted	420,000	407,000	400,000	400,000	420,000	450,000	500,000	545,000
Room Tax Revenue Received	457,377	437,521	492,494	470,679	522,821	596,169	600,000	
Local tourism commission payment	95,000	95,000	95,000	95,000	100,000	100,000	112,500	
Local tourism commission Budget							137,500	123,750
Balanced Retained by the City	362,377	342,521	397,494	375,679	422,821	596,169	462,500	(123,750)

2016 Budget Bill:	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	
Room Tax Revenue Forecast	600,000	600,000	600,000	600,000	600,000	
Limit to 30% of Forecast	180,000	180,000	180,000	180,000	180,000	
OR						
Limit Tied by Year	2014	2013	2012	2011	2010	
Grandfather Retained Limit	422,821	375,679	397,494	342,521	362,377	2011 is lowest

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Designated Chamber Payment per Formula	137,500	137,500	137,500	137,500	137,500
Undesignated funds for Tourism	39,679	86,821	65,006	119,979	100,123
City loss due to increasing from \$100,000	77,179	124,321	102,506	157,479	137,623

2016/2017 Budget Formula

Chamber receives payment of \$100,000
Plus 25% of amount over \$450,000

Summary of Room Tax Law Changes made by the State Budget, 2015 Wisconsin Act 55, and 2015 Act 301

Prepared by Curt Witynski, League of Wisconsin Municipalities
June 1, 2016

The state budget, Act 55, made several major changes to the room tax law, which generally take effect January 1, 2017. These include the following:

I. Local Discretion to Spend Room Tax Dollars Repealed. Beginning January 1, 2017 a municipal governing body may no longer directly spend room tax revenues on what it considers tourism promotion and tourism development. Instead, the municipality must forward room tax revenues required to be spent on tourism promotion and tourism development to either: 1) a tourism commission that it creates; or 2) a tourism entity.

A. Tourism Commission Option. Under the room tax law, a tourism commission is a commission created by one municipality or two or more municipalities to coordinate tourism promotion and tourism development within the municipality or the zone. Commissions created by a single municipality must consist of 4-6 members. Members are appointed by the mayor or village president and confirmed by a majority vote of the municipal governing body who are present at the time the vote is taken. Commissioners serve one year terms and may be reappointed.

A commission must use the room tax revenue it receives for tourism promotion and tourism development in the municipality. The commission must report annually to each municipality from which it receives room tax revenue the purposes for which the revenues were spent. The commission may not use any of the room tax revenue to construct or develop a lodging facility. The commission shall contract with another organization to perform the functions of a tourism entity if no tourism entity exists in the municipality.

Definition of tourism promotion and tourism development (unchanged from prior law except that the word tourism is inserted before the word development):

Sec. 66.0615(1)(fm) defines “tourism promotion and tourism development” to mean: “any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which a room tax may be imposed, that are owned by different persons and located within a municipality in which a tax under this section is in effect; or, if the municipality has only one such establishment, reasonably likely to generate paid overnight stays in that establishment:

1. Marketing projects, including advertising media buys, creation and distribution of printed or electronic promotional tourist materials, or efforts to recruit conventions, sporting events, or motorcoach groups.
2. Transient tourist informational services.
3. Tangible municipal development, including a convention center

Three FAQs about tourism commission discretion:

Taxation FAQ 13

Under the room tax law, does a tourism commission have any discretion with regard to spending room tax revenue the municipality has forwarded to it for tourism promotion and tourism development or must the commission forward all of the room tax dollars it receives to a tourism entity or other organization performing the functions of a tourism entity?

While the room tax law is confusingly written and recent changes have not added clarity, a tourism commission has some discretion on how to spend the room tax revenue it receives from the city for tourism promotion and tourism development.

Under the room tax law municipalities have always had the option of creating a tourism commission to oversee the spending of room taxes collected by the municipality. 2015 Act 55 requires municipalities, beginning January 1, 2017, to forward the 70 percent of room tax revenue required to be spent on tourism promotion and tourism development to a tourism entity or a tourism commission. Under prior law, municipalities had the option of forwarding room tax revenues to tourism entities or tourism commissions, but were not required to do so.

The four provisions in the room tax law relevant to your question are set out below:

Sec. 66.0615(1m)(b)1. provides that “If a single municipality imposes a room tax under par. (a), the municipality may create a commission under par. (c). The commission shall contract with another organization to perform the functions of a tourism entity if no tourism entity exists in that municipality.”

Sec. 66.0615(1m)(d)3. states that “A commission shall use the room tax revenue that it receives from a municipality for tourism promotion and tourism development in the zone or in the municipality.”

Sec. 66.0615(1)(fm) defines “tourism promotion and tourism development” to mean: “any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which a tax under sub. (1m) (a) may be imposed, that are owned by different persons and located within a municipality in which a tax under this section is in effect; or, if the municipality has only one such establishment, reasonably likely to generate paid overnight stays in that establishment:

1. Marketing projects, including advertising media buys, creation and distribution of printed or electronic promotional tourist materials, or efforts to recruit conventions, sporting events, or motorcoach groups.
2. Transient tourist informational services.

3. Tangible municipal development, including a convention center.”

Sec. 66.0615((1m)(f) provides that “the commission may not use any of the room tax revenue to construct or develop a lodging facility.”

When read together these provisions state that a commission must use room tax revenue for tourism promotion and tourism development and must contract with a tourism entity or, if none exists, another organization to market the community to tourists and travelers. A commission may spend room tax revenue on marketing, tourist information services, and “tangible municipal development” that is used by transient tourists and is reasonably likely to generate paid overnight stays at lodging establishments in the community. A commission is expressly prohibited from using room tax revenue to construct a lodging facility.

The room tax law is silent as to whether the commission must forward all or any room tax revenue to the tourism entity or other organization that the commission contracts with for destination marketing services. Indeed, the provisions quoted above indicate that the commission has some choices. The commission may choose to spend room tax revenue on tangible municipal development, including a convention center, but not a lodging facility.

While a tourism commission must contract with a tourism entity or other organization to market the community to tourists, it need not forward all or any of the room tax revenue it receives from the municipality to such establishments. A tourism commission has the option of using some or all of the room tax revenue it receives on “tangible municipal development” to be used by tourists and reasonably likely to generate paid overnight stays in local lodging establishments.

Taxation FAQ 14

Under the room tax law, does a tourism commission have the ability to contract with a municipal agency, such as an economic development, community development, or tourism department, for tourism marketing services in the absence of a tourism entity within the community?

Yes, a tourism commission may contract with a municipal agency such as an economic development, community development, or tourism department for tourism marketing services in the absence of a tourism entity within the community. A tourism commission has discretion regarding what organization to contract with for tourism marketing services in the absence of a tourism entity.

The room tax law states that a commission must use room tax revenue for tourism promotion and tourism development and must contract with a tourism entity or, if none exists, another “organization” to market the community to tourists and other travelers. The room tax law does not define the word “organization.” Merriam-

Webster's dictionary defines "organization" as "a company, business, club, etc., that is formed for a particular purpose."

An organization could be almost any public or private entity that is created for a particular purpose. If one of the goals or functions of a municipal department is marketing and promoting the community to tourists and recruiting conventions, conferences and other events, then a tourism commission may contract with such a municipal agency for tourism marketing services in the absence of a tourism entity.

Taxation FAQ 15

Under the room tax law, must a tourism commission contract with an existing tourism entity exclusively for tourism marketing services or may it also contract with other organizations for tourism marketing services?

A tourism commission may contract with other organizations for tourism marketing services in addition to a tourism entity located within the community. Nothing in the room tax law prohibits a tourism commission from contracting with other organizations in addition to the local tourism entity for tourism marketing services.

The room tax law requires that a tourism commission use room tax revenue for tourism promotion and tourism development and contract with a tourism entity or, if none exists, another organization to market the community to tourists and other travelers. It seems fairly clear that if a tourism entity exists within the community the commission must contract with it for tourism marketing services. However, nothing in the room tax law suggests that a commission must exclusively contract with the existing tourism entity for tourism marketing services. A tourism commission's sole purposes is to use room tax revenues for tourism promotion and tourism development. If the commission believes that goal is best accomplished by working with other organizations in addition to the existing tourism entity for promoting the community to tourists, nothing in state law precludes it from making that decision.

- B. Tourism Entity Option.** The state budget, Act 55, and follow-up legislation, Act 301, changed the definition of a "tourism entity" to mean:
- (a) a nonprofit organization that came into existence before January 1, 2015; and
 - (b) spends at least 51% of its revenues on tourism promotion and tourism development and provides destination marketing staff and services for the tourism industry in a municipality.
 - (c) Except that if no such organization exists, a municipality may contract with one of the following entities:
 - 1. A nonprofit organization that spends at least 51 percent of its revenues on tourism promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality.

2. A nonprofit organization that was incorporated before January 1, 2015, spends 100% of the room tax revenue it receives from a municipality on tourism promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality.

Tourism Entity Governing Body: Under Act 301, the governing body of a tourism entity must include either at least one owner or operator of a lodging facility that collects the room tax and is located in the municipality for which the tax is collected or at least 4 owners or operators of lodging facilities that collect the room tax and that are located in the zone for which the room tax is collected.

Tourism Entity Reporting Requirement. Under Act 55, a tourism entity must report annually to each municipality from which it receives room tax revenue the purposes for which the revenues were spent, first applying to expenditures made on January 1, 2017.

II. Grandfather Clause Changes. The state budget, Act 55, also modifies a grandfather clause that was created in 1994 when the requirement that 70% of room tax revenues be spent on tourism promotion and development was first imposed. The grandfather clause allowed communities that had enacted a room tax ordinance prior to 1994 to continue to use the same percentage of room tax revenues for their own purposes that they had been using. Act 55 requires any municipality currently retaining over 30% of local room tax revenues for purposes other than tourism promotion and tourism development to limit the amount retained to the greater of 30% of current year revenues or the following dollar amounts:

(a) in 2017, the same dollar amount of annual room tax revenues the municipality retained for such purposes in 2014;

(b) in 2018, the same dollar amount of annual room tax revenues the municipality retained for such purposes in 2013;

(c) in 2019, the same dollar amount of annual room tax revenues the municipality retained for such purposes in 2012;

(d) in 2020, the same dollar amount of annual room tax revenues the municipality retained for such purposes in 2011; and

(e) in 2021, and thereafter, the same dollar amount of annual room tax revenues the municipality retained for such purposes in 2010.

III. New Annual Reporting Requirements. Beginning in 2017, annually on or before May 1, all municipalities with a local room tax must certify and report to DOR, on a form created and provided by the Department, the following:

(a) the amount of room tax revenue collected, and the room tax rate imposed, by the municipality in the previous year;

(b) a detailed accounting of the amounts of such revenue that were forwarded in the previous year for tourism promotion and tourism development, that specifies the tourism commission or tourism entity that received the revenue and includes a detailed accounting for expenditures of at least \$1,000 made by a tourism commission or a tourism entity; and

(c) a list of each member of the tourism commission and each member of the governing body of a tourism entity to which the municipality forwarded room tax revenue in the previous year, and the name of the business entity the member owns, operates, or is employed by, if any.

(Note: Annual reporting requirement begins May 1, 2017, but looks back at 2016 information, which may or may not comply with Act 55 requirements relating to forwarding room tax dollars to a tourism commission or tourism entity.)

DOR's Role: The budget specifies the following regarding municipal annual room tax reports:

- (a) DOR collects the reports and makes them available to the public;
- (b) DOR has authority to impose a penalty of not more than \$3,000 on a municipality that does not submit a report; and
- (c) A municipality may not use room tax revenue to pay a penalty for failing to submit a report.

Pre 1994 Ordinances: The budget requires any municipality that collected a room tax on May 13, 1994, to include with the report to be filed on or before May 1, 2017, a copy of its room tax ordinance that was in effect on May 13, 1994, and a copy of the municipality's financial statement that was completed nearest in time to May 13, 1994, showing the percentage of room tax revenue that the municipality retained for its own purposes other than purposes related to tourism promotion and development.



WISCONSIN LEGISLATIVE COUNCIL INFORMATION MEMORANDUM

2015-17 Biennial Budget Revisions to Municipal Room Tax

A municipality may impose a “room tax” on entities such as hotels, motels, and other establishments that rent short-term lodging. State law controls municipal room tax collection, as well as the use of room tax revenues. 2015 Wisconsin Act 55 (Act 55), the 2015-17 Biennial Budget, modified state law regarding the collection and use of a municipal room tax. This Information Memorandum provides a brief overview of the municipal room tax, including a description of prior law, and summarizes the changes made by Act 55. Gubernatorial partial vetoes that modify the budget language as originally proposed by the Legislature are noted where applicable.

BACKGROUND AND PRIOR LAW

Generally, under Wisconsin law, a municipality may impose a tax on short-term lodging (a “room tax”) on entities such as hotels, motels, and other establishments that rent lodging for periods of less than one month. Additionally, two or more municipalities may impose a room tax in a “zone,” defined as “an area made up of 2 or more municipalities that, those municipalities agree, is a single destination as perceived by the traveling public.” [s. 66.0615 (1) (h), Stats.]

ROOM TAX PURPOSE AND USE

Wisconsin law requires that certain percentages of room tax revenues, as discussed below, must be spent on tourism promotion and tourism development. “Tourism promotion and tourism development” is defined to mean any of the following, if significantly used by transient tourists and reasonably likely to generate paid overnight stays in multiple establishments within a municipality: (1) marketing projects; (2) “transient tourist informational services;” and (3) “tangible municipal development, including a convention center.” The establishments that benefit from the promotional services must be establishments upon which a room tax is imposed, and they must be owned by different people, unless a municipality has only one qualifying establishment. [s. 66.0615 (1) (fm), Stats.] Therefore, a marketing campaign advertising a single hotel in a municipality with multiple hotels, motels, or other short-term lodging establishments would not qualify as tourism promotion or tourism development.

Prior to Act 55, a municipality could directly spend room tax revenues on tourism promotion or tourism development or could forward the room tax revenues to a tourism entity or to a commission to be spent for those purposes.

Prior to Act 55, a tourism entity was defined as “a nonprofit organization that came into existence before January 1, 1992, and that provides staff, development or promotional services for the tourism industry in a municipality.” [s. 66.0615 (1) (f), 2013-14 Stats.] As discussed below, Act

55 modified the definition of a tourism entity. However, tourism entities, as defined under both current and prior law, may receive room tax revenues that they must spend on tourism promotion and tourism development.

A municipality that imposes a room tax may create a commission, defined as an entity “to coordinate tourism promotion and tourism development.” [s. 66.0615 (1) (a), Stats.] If two or more municipalities in a zone impose a room tax, they must create a commission. Under current and prior law, a commission must contract with an organization that performs the functions of a tourism entity if a tourism entity does not exist in a municipality or within a zone. Although not explicitly stated, this implies that a commission must work with a tourism entity as it uses room tax revenues to coordinate tourism promotion and tourism development.

Current and prior law both provide that a commission must report annually to each municipality from which it receives room tax revenues the purposes for which it spends the revenues.

ROOM TAX RATES AND EXPENDITURE LEVELS

For municipalities that adopted a room tax after May 13, 1994, the room tax rate may be no higher than 8%, and at least 70% of the room tax collections must be dedicated to expenditures related to tourism promotion and development. Therefore, up to 30% of room tax collections may be directed to general municipal expenditures.

The permitted rates and division of room taxes in municipalities that collected room taxes on or before May 13, 1994 are more complex. Subject to certain exemptions of limited applicability,¹ a municipality that collected a room tax on May 13, 1994, was required to reduce its room tax rate to 8% under 1993 Wisconsin Act 467. However, Act 467 also specified that a municipality that collected a room tax on May 13, 1994, could retain for its general revenues not more than the same percentage of the total room tax revenues collected that it retained on May 13, 1994, as an exception to the 70% threshold for expenditures related to tourism promotion and development (this exception is commonly referred to as the 1994 grandfather clause). If a municipality that collected a room tax on May 1, 1994, increased its room tax after May 1, 1994, the municipality may retain not more than the same percentage of the room tax that it retained

¹ “A municipality that imposes a room tax under par. (a) is not subject to the limit on the maximum amount of tax that may be imposed under that paragraph if any of the following apply:

1. The municipality is located in a county with a population of at least 380,000 and a convention center is being constructed or renovated within that county.
2. The municipality intends to use at least 60% of the revenue collected from its room tax, of any room tax that is greater than 7%, to fund all or part of the construction or renovation of a convention center that is located in a county with a population of at least 380,000.
3. The municipality is located in a county with a population of less than 380,000 and that county is not adjacent to a county with a population of at least 380,000, and the municipality is constructing a convention center or making improvements to an existing convention center.
4. The municipality has any long-term debt outstanding with which it financed any part of the construction or renovation of a convention center.” [s. 66.0615 (1m) (am), Stats.]

on May 1, 1994, except that the municipality must spend at least 70% of the increased amount of room tax that it began collecting after May 1, 1994, on tourism promotion and development.²

[s. 66.0615, Stats.]

2015 WISCONSIN ACT 55

2015 Senate Bill 21 (SB 21) was passed by the Legislature, modified by the Governor's partial veto, and enacted as Act 55. Act 55 made several changes to the collection and use of a municipal room tax, each of which is discussed below. Gubernatorial partial vetoes that modify the language passed by the Legislature are noted where applicable. Specifically, Act 55 does all of the following:

EXPENDITURE OF ROOM TAX REVENUE

- Specifies that the required percentage of room tax revenues must be spent on tourism promotion or **tourism** development, not municipal development generally. Under prior law, the revenues had to be spent on "tourism promotion and development."³
- Eliminates a municipality's authority to directly spend the room tax revenues that must be spent on tourism promotion and tourism development. Under Act 55, a municipality must forward those room tax revenues to a commission, if one exists for the municipality, or to a tourism entity.

RETENTION OF ROOM TAX REVENUE

- Modifies the 1994 grandfather clause, which generally permitted municipalities that had imposed a room tax prior to May 13, 1994, to retain more than 30% of room tax revenues if they had been doing so as of that date. Beginning with the room taxes collected on January 1, 2017, Act 55 creates a cap on the amount of room tax revenues that a municipality subject to the 1994 grandfather clause may retain for purposes other than tourism promotion and tourism development. The cap will be gradually reduced over a period of five years, such that, by fiscal year 2021, an affected municipality will be able to retain only the same dollar amount of the room tax that it retained in fiscal year 2010 or 30% of its current year room tax revenues, whichever is greater.

² Although the grandfather clause is commonly understood to permit a municipality to retain more than 30% of collected room tax revenues for purposes other than tourism promotion and tourism development if it was doing so as of May 13, 1994, the clause also requires a municipality to continue to retain less than 30% of collected room tax revenues if it was doing so as of May 13, 1994.

³ Act 55 did not, however, modify the required aspects of tourism promotion and tourism development. See, for example, the continued allowance for "tangible municipal development, including a convention center" in both current and prior law. [s. 66.0615 (1) (fm), Stats.; s. 66.0615 (1) (fm), 2013-14 Stats.] It appears that under both current and prior law, tangible municipal development may qualify as tourism promotion or tourism development if it meets the definition's requirement that it is significantly used by transient tourists and is reasonably likely to generate overnight stays in multiple establishments within a municipality that are subject to a room tax and are owned by different people. However, municipal development that does not satisfy these qualifications would not be considered tourism promotion or tourism development with regard to expenditure of room tax revenues.

Governor's Veto

Under SB 21, as enrolled, a municipality that would otherwise be subject to the room tax retention reduction schedule, could have delayed implementation of the reduction schedule if the municipality had entered into a contract before January 1, 2016, that depended upon room tax revenues to satisfy its terms. The Governor vetoed this provision. Therefore, under Act 55, all municipalities that had imposed a room tax as of May 13, 1994, and had retained more than 30% of room tax revenues, pursuant to the 1994 grandfather clause, will be subject to the room tax revenue retention reduction schedule beginning with the room tax collected on January 1, 2017.

TOURISM ENTITIES

- Specifies that a tourism entity's governing body must include at least one owner or operator of a lodging facility that collects the room tax and is located within the municipality for which the room tax is collected. Prior law did not address the composition of a tourism entity's governing body.
- Modifies the definition of "tourism entity." Under Act 55, a tourism entity is an organization that: (1) is a nonprofit organization; (2) existed before January 1, 1992; (3) spends at least 51% of its revenues on tourism promotion and tourism development; and (4) provides destination marketing staff and services for the tourism industry in a municipality. Under prior law, a tourism entity was a nonprofit organization that existed before January 1, 1992, and provided staff, development, or promotional services for the tourism industry in a municipality.
- Permits a municipality to contract with an organization that did not exist prior to January 1, 1992, under certain circumstances. If on January 1, 2016, no organization within a municipality qualifies as a tourism entity, as described above, the municipality may contract with an organization that: (1) is a nonprofit organization; (2) was created within the municipality; (3) spends at least 51% of its revenues on tourism promotion and tourism development; and (4) provides destination marketing staff and services for the tourism industry in the municipality. Prior law did not allow for the creation of a tourism entity after January 1, 1992, although, if no tourism entity existed in a municipality, a tourism commission was required to contract with another organization to perform the functions of a tourism entity.

Governor's Veto

Among other changes to the definition of "tourism entity," SB 21 changed the date by which a nonprofit organization must have existed in order to be recognized as a tourism entity from January 1, 1992, to January 1, 2016. The Governor vetoed the date modification, restoring the provision under prior law that a nonprofit organization must have existed prior to January 1, 1992, to be recognized as a tourism entity. The Governor did not veto the modified provision permitting a municipality to contract with an alternative organization created within the municipality, if no fully qualified organization exists within the municipality on January 1, 2016.

REPORTING REQUIREMENTS

- Specifies that a tourism entity must annually report to each municipality from which it receives room tax revenues the purposes for which the revenues were spent. Under prior law, this reporting requirement applied only to tourism commissions.⁴
- Creates a new reporting requirement applicable to municipalities. Beginning in 2017, all municipalities that impose a room tax must submit an annual report to the Department of Revenue, on or before May 1 of each year. Among other information, the reports must include the amount of room tax revenue collected and the rate imposed the previous year; an accounting of the amounts forwarded to tourism entities or commissions in the previous year; and a list of the members of the commission or governing body of the tourism entity to which revenue was forwarded in the previous year.

This memorandum is not a policy statement of the Joint Legislative Council or its staff.

This memorandum was prepared by Scott Grosz, Principal Attorney, and Rachel E. Snyder, Staff Attorney on August 12, 2015.

WISCONSIN LEGISLATIVE COUNCIL

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⁴ As discussed above, if no tourism entity exists within a municipality as of January 1, 2016, a municipality may contract with an organization that meets the definition of a tourism entity except that it did not exist prior to January 1, 1992. Although not explicitly stated, it appears logical that such an organization would also be considered a tourism entity and would, therefore, be subject to the reporting requirements.

Wisconsin's room tax law, including changes made by 2015 Act 55, some of which don't take effect until 1-1-2017, and 2015 Act 301, changing the Definition of "Tourism Entity"
June 1, 2016

66.0615 Room tax; forfeitures.

(1) In this section:

(a) "Commission" means an entity created by one municipality or by 2 or more municipalities in a zone, to coordinate tourism promotion and tourism development for the zone.

(am) "District" has the meaning given in s. 229.41 (4m).

(b) "Hotel" has the meaning given in s. 77.52 (2) (a) 1.

(c) "Motel" has the meaning given in s. 77.52 (2) (a) 1.

(d) "Municipality" means any city, village or town.

(dm) "Sponsoring municipality" means a city, village or town that creates a district either separately or in combination with another city, village, town or county.

(e) "Tourism" means travel for recreational, business or educational purposes.

(f) "Tourism entity" means a nonprofit organization that came into existence before January 1, 2015, spends at least 51 percent of its revenues on tourism promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality, except that if no such organization exists, a municipality may contract with one of the following entities:

1. A nonprofit organization that spends at least 51 percent of its revenues on tourism promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality.

2. A nonprofit organization that was incorporated before January 1, 2015, spends 100 percent of the room tax revenue it receives from a municipality on tourism promotion and tourism development, and provides destination marketing staff and services for the tourism industry in a municipality.

(fm) "Tourism promotion and tourism development" means any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which a tax under sub. (1m) (a) may be imposed, that are owned by different persons and located within a municipality in which a tax under this section is in effect; or, if the municipality has only one such establishment, reasonably likely to generate paid overnight stays in that establishment:

1. Marketing projects, including advertising media buys, creation and distribution of printed or electronic promotional tourist materials, or efforts to recruit conventions, sporting events, or motorcoach groups.

2. Transient tourist informational services.

3. Tangible municipal development, including a convention center.

(g) "Transient" has the meaning given in s. 77.52 (2) (a) 1.

(h) "Zone" means an area made up of 2 or more municipalities that, those municipalities agree, is a single destination as perceived by the traveling public.

(1m)

(a) The governing body of a municipality may enact an ordinance, and a district, under par. (e), may adopt a resolution, imposing a tax on the privilege of furnishing, at retail, except sales for resale, rooms or lodging to transients by hotelkeepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for use of the accommodations. A tax imposed under this paragraph may be collected from the consumer or user, but may not be imposed on sales to the federal government and persons listed under s. 77.54 (9a). A tax imposed under this paragraph by a municipality shall be paid to the municipality and, with regard to any tax revenue that may not be retained by the municipality, shall be forwarded to a tourism entity or a commission if one is created under par. (c), as provided in par. (d). Except as provided in par. (am), a tax imposed under this paragraph by a municipality may not exceed 8%. Except as provided in par. (am), if a tax greater than 8% under this paragraph is in effect on May 13, 1994, the municipality imposing the tax shall reduce the tax to 8%, effective on June 1, 1994.

(am) A municipality that imposes a room tax under par. (a) is not subject to the limit on the maximum amount of tax that may be imposed under that paragraph if any of the following apply:

1. The municipality is located in a county with a population of at least 380,000 and a convention center is being constructed or renovated within that county.

2. The municipality intends to use at least 60% of the revenue collected from its room tax, of any room tax that is greater than 7%, to fund all or part of the construction or renovation of a convention center that is located in a county with a population of at least 380,000.

3. The municipality is located in a county with a population of less than 380,000 and that county is not adjacent to a county with a population of at least 380,000, and the municipality is constructing a convention center or making improvements to an existing convention center.

4. The municipality has any long-term debt outstanding with which it financed any part of the construction or renovation of a convention center.

(b)

1. If a single municipality imposes a room tax under par. (a), the municipality may create a commission under par. (c). The commission shall contract with another organization to perform the functions of a tourism entity if no tourism entity exists in that municipality.

2. If 2 or more municipalities in a zone impose a room tax under par. (a), the municipalities shall enter into a contract under s. 66.0301 to create a commission under par. (c). If no tourism entity exists in any of the municipalities in the zone that have formed a commission, the commission shall contract with another organization in the zone to perform the functions of the tourism entity. Each municipality in a single zone that imposes a room tax shall levy the same percentage of tax. If the municipalities are unable to agree on the percentage of tax for the zone, the commission shall set the percentage.

3. A commission shall monitor the collection of room taxes from each municipality in a zone that has a room tax.

4. A commission shall contract with one tourism entity from the municipalities in the zone to obtain staff, support services and assistance in developing and implementing programs to promote the zone to visitors.

(c)

1. If a commission is created by a single municipality, the commission shall consist of 4 to 6 members. One of the commission members shall represent the Wisconsin hotel and motel industry. Members shall be appointed under subd. 3.

2.

a. If the commission is created by more than one municipality in a zone, the commission shall consist of 3 members from each municipality in which annual tax collections exceed \$1,000,000, 2 members from each municipality in which annual tax collections exceed \$300,000 but are not more than \$1,000,000 and one member from each municipality in which annual tax collections are \$300,000 or less. Except as provided in subd. 2. b., members shall be appointed under subd. 3.

b. Two additional members, who represent the Wisconsin hotel and motel industry, shall be appointed to the commission by the chairperson of the commission, shall serve for a one-year term at the pleasure of the chairperson and may be reappointed.

3. Members of the commission shall be appointed by the principal elected official in the municipality and shall be confirmed by a majority vote of the members of the municipality's governing body who are present when the vote is taken. Commissioners shall serve for a one-year term, at the pleasure of the appointing official, and may be reappointed.

4. The commission shall meet regularly, and, from among its members, it shall elect a chairperson, vice chairperson and secretary.

5. The commission shall report any delinquencies or inaccurate reporting to the municipality that is due the tax.

(d)

1. A municipality that first imposes a room tax under par. (a) after May 13, 1994, shall spend at least 70% of the amount collected on tourism promotion and tourism development. Any amount of room tax collected that must be spent on tourism promotion and tourism development shall either be forwarded to the commission for its municipality or zone if the municipality has created a commission, or forwarded to a tourism entity.

2. Subject to par. (dm), if a municipality collects a room tax on May 13, 1994, it may retain not more than the same percentage of the room tax that it retains on May 13, 1994. If a municipality that collects a room tax on May 1, 1994, increases its room tax after May 1, 1994, the municipality may retain not more than the same percentage of the room tax that it retains on May 1, 1994, except that if the municipality is not exempt under par. (am) from the maximum tax that may be imposed under par. (a), the municipality shall spend at least 70% of the increased amount of room tax that it begins collecting after May 1, 1994, on tourism promotion and development. Any amount of room tax collected that must be spent on tourism promotion and tourism development shall either be forwarded to the commission for its municipality or zone if the municipality has created a commission, or forwarded to a tourism entity.

3. A commission shall use the room tax revenue that it receives from a municipality for tourism promotion and tourism development in the zone or in the municipality.

4. The commission shall report annually to each municipality from which it receives room tax revenue the purposes for which the revenues were spent.

5. The commission may not use any of the room tax revenue to construct or develop a lodging facility.

6. If a municipality issued debt or bond anticipation notes before January 1, 2005, to finance the construction of a municipally owned convention center or conference center, nothing in this section may prevent the municipality from meeting all of the terms of its obligation.

7. Notwithstanding the provisions of subds. 1. and 2., any amount of room tax revenue that a municipality described under s. 77.994 (3) is required to spend on tourism promotion and tourism development shall be forwarded to, and spent by, the municipality's tourism entity, unless the municipality creates a commission and forwards the revenue to the commission.

8. The governing body of a tourism entity shall include either at least one owner or operator of a lodging facility that collects the room tax described in this section and that is located in the municipality for which the room tax is collected or at least 4 owners or operators of lodging facilities that collect the room tax described in this section and that are located in the zone for which the room tax is collected. Subdivision 4., as it applies to a commission, applies to a tourism entity.

(dm) Beginning with the room tax collected on January 1, 2017, by a municipality that collected a room tax on May 13, 1994, as described in par. (d) 2., and retained more than 30 percent of the room tax collected for purposes other than tourism promotion and tourism development, such a municipality may continue to retain, each year, the greater of either 30 percent of its current year revenues or one of the following amounts:

1. For fiscal year 2017, the same dollar amount of the room tax retained as the municipality retained in its 2014 fiscal year.

2. For fiscal year 2018, the same dollar amount of the room tax retained as the municipality retained in its 2013 fiscal year.

3. For fiscal year 2019, the same dollar amount of the room tax retained as the municipality retained in its 2012 fiscal year.

4. For fiscal year 2020, the same dollar amount of the room tax retained as the municipality retained in its 2011 fiscal year.

5. For fiscal year 2021 and thereafter, the same dollar amount of the room tax retained as the municipality retained in its 2010 fiscal year.

(e)

1. Subject to subd. 2., a district may adopt a resolution imposing a room tax under par. (a) in an amount not to exceed 3% of total room charges. A majority of the authorized members of the district's board may vote that, if the balance in a special debt service reserve fund of the district is less than the requirement under s. 229.50 (5), the room tax imposed by the district under this subdivision is 3% of total room charges beginning on the next January 1, April 1, July 1 or October 1 after the payment and this tax is irrevocable if any bonds issued by the district and secured by the special debt service reserve fund are outstanding. A room tax imposed by a district under this subdivision applies within the district's jurisdiction, as specified in s. 229.43, and the proceeds of the tax may be used only for the district's debt service on its bond obligations. If a district stops imposing and collecting a room tax, the district's sponsoring municipality may impose and collect a room tax under par. (a) on the date on which the district stops imposing and collecting its room tax.

2. In addition to the room tax that a district may impose under subd. 1., if the district's only sponsoring municipality is a 1st class city, the district may adopt a resolution imposing an additional

room tax. The additional percentage of room tax under this subdivision shall be equal to the percentage of room tax imposed by the sponsoring municipality on the date on which the sponsoring municipality agrees to stop imposing and collecting its room tax, as described under s. 229.44 (15). A district shall begin collecting the additional room tax imposed under this subdivision on the date on which the sponsoring municipality stops imposing and collecting its room tax. A room tax imposed by a district under this subdivision applies only within the borders of the sponsoring municipality and may be used for any lawful purpose of the district.

3. A district adopting a resolution to impose the taxes under subd. 1. or 2. shall deliver a certified copy of the resolution to the secretary of revenue at least 120 days before its effective date.

(f)

1. The department of revenue shall administer the tax that is imposed under par. (a) by a district and may take any action, conduct any proceeding and impose interest and penalties.

2. Sections 77.51 (12m), (14), (14g), (15a), and (15b), 77.52 (3), (13), (14), (18), and (19), 77.522, 77.58 (1) to (5), (6m), and (7), 77.585, 77.59, 77.60, 77.61 (2), (3m), (5), (8), (9), (12) to (15), and (19m), and 77.62, as they apply to the taxes under subch. III of ch. 77, apply to the tax described under subd. 1.

3. From the appropriation under s. 20.835 (4) (gg), the department of revenue shall distribute 97.45% of the taxes collected under this paragraph for each district to that district and shall indicate to the district the taxes reported by each taxpayer in that district, no later than the end of the month following the end of the calendar quarter in which the amounts were collected. The taxes distributed shall be increased or decreased to reflect subsequent refunds, audit adjustments and all other adjustments. Interest paid on refunds of the tax under this paragraph shall be paid from the appropriation under s. 20.835 (4) (gg) at the rate under s. 77.60 (1) (a). Any district that receives a report along with a payment under this subdivision or subd. 2. is subject to the duties of confidentiality to which the department of revenue is subject under s. 77.61 (5).

5. Persons who are subject to the tax under this subsection, if that tax is administered by the department of revenue, shall register with the department. Any person who is required to register, including any person authorized to act on behalf of a person who is required to register, who fails to do so is guilty of a misdemeanor.

(2) As a means of enforcing the collection of any room tax imposed by a municipality or a district under sub. (1m), the municipality or district may exchange audit and other information with the department of revenue and may do any of the following:

(a) If a municipality or district has probable cause to believe that the correct amount of room tax has not been assessed or that the tax return is not correct, inspect and audit the financial records of any person subject to sub. (1m) pertaining to the furnishing of accommodations to determine whether the correct amount of room tax is assessed and whether any room tax return is correct.

(b) Enact a schedule of forfeitures, not to exceed 5% of the tax under sub. (1m) or par. (c), to be imposed on any person subject to sub. (1m) who fails to comply with a request to inspect and audit the person's financial records under par. (a).

(c) Determine the tax under sub. (1m) according to its best judgment if a person required to make a return fails, neglects or refuses to do so for the amount, in the manner and form and within the time prescribed by the municipality or district.

(d) Require each person who is subject to par. (c) to pay an amount of taxes that the municipality or district determines to be due under par. (c) plus interest at the rate of 1% per month on the unpaid balance. No refund or modification of the payment determined may be granted until the person files a correct room tax return and permits the municipality or district to inspect and audit his or her financial records under par. (a).

(e) Enact a schedule of forfeitures, not to exceed 25% of the room tax due for the previous year under sub. (1m) or par. (c) or \$5,000, whichever is less, to be imposed for failure to pay the tax under sub. (1m).

(3) The municipality shall provide by ordinance and the district shall provide by resolution for the confidentiality of information obtained under sub. (2) but shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The municipality or district may provide for the publishing of statistics classified so as not to disclose the identity of particular returns. The municipality or district shall provide that persons violating ordinances or resolutions enacted under this subsection may be required to forfeit not less than \$100 nor more than \$500.

(4)

(a) Annually, on or before May 1, on a form created and provided by the department of revenue, every municipality that imposes a tax under sub. (1m) shall certify and report to the department, beginning in 2017, all of the following:

1. The amount of room tax revenue collected, and the room tax rate imposed, by the municipality in the previous year.

2. A detailed accounting of the amounts of such revenue that were forwarded in the previous year for tourism promotion and tourism development, specifying the commission or tourism entity that received the revenue. The detailed accounting shall include expenditures of at least \$1,000 made by a commission or a tourism entity.

3. A list of each member of the commission and each member of the governing body of a tourism entity to which the municipality forwarded room tax revenue in the previous year, and the name of the business entity the member owns, operates, or is employed by, if any.

(b) The department of revenue shall collect the reports described in par. (a) and shall make them available to the public.

(c) The department of revenue may impose a penalty of not more than \$3,000 on a municipality that does not submit to the department the reports described in par. (a). A municipality may not use room tax revenue to pay a penalty imposed under this paragraph. The penalty shall be paid to the department of revenue.

CITY OF LAKE GENEVA

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



Memorandum

Date: December 9, 2016

To: Finance, License & Regulation Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on directing the City Administrator to work with the Geneva Lakes Family YMCA on consideration of Veterans Park as a possible site for a new YMCA and the current YMCA location as a possible Conference Center

As you are likely aware, the Geneva Lakes Family YMCA is outgrowing their current facility located at 203 S. Wells Street in Lake Geneva. They are starting early discussion on possible new locations and would like permission from the City to consider Veterans Park as a possible location. I am looking for direction to work with the YMCA on studying Veteran Park as a possible location for a new YMCA.

With the YMCA possibly moving to a new location, that leaves the current YMCA location as a possible future location of a new conference center to help increase off season occupancy at hotels located in the City. I am looking for direction to start studying the idea of a conference center at this location.

Approval of this motion is not an obligation by the City or the YMCA, but is just permission to study. The possibility of the YMCA locating at Veterans Park and a conference center at the YMCA current location are not mutually inclusive. One possibility could happen but not the other.

THE LAKE GENEVA HISTORIC PRESERVATION COMMISSION
LAKE GENEVA, WISCONSIN

November 11, 2016

RECEIVED

NOV 16 2016

Mayor Alan Kupsik & Members of the City Council
Mr. Blaine Oborn – City Administrator
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

BY: _____

RE: REQUEST FOR DESIGNATION OF THE CITY PROPERTY IN THE 300 BLOCK OF SAGE STREET AS A LOCAL HISTORIC RAILROAD SITE.

Dear Ladies and Gentlemen,

The Lake Geneva Historic Preservation Commission wishes to go on record to nominate the property in the 300 Block of Sage Street at the north end of Tax Key Parcel #ZOP 00004 as a *Historic Railroad Site* as allowed under Article III – DISTRICTS, STRUCTURES AND SITES, Sec. 34-62 – Procedures for Historic Structure or Site Nominations of the City of Lake Geneva Statues. *The Lake Geneva Historic Preservation Commission requests that the City of Lake Geneva officially designate this property as a Historic Railroad Site to recognize the significant impact the arrival of reliable railroad service in 1871 had on the development and history of the Village of Geneva which later became the City of Lake Geneva.*

As our group has often noted, following the Great Chicago Fire in October of 1871, many wealthy Chicagoans sought refuge from the ruins and reconstruction by taking the train to Lake Geneva and building “lake cottages” where they could escape the chaos of the city and spend time with their families and friends. *With the loss of the old Chicago & Northwestern Railroad Station and much of the original railroad infrastructure over the years, there are few reminders of this major part of our community’s past.* The property on Sage Street once included the *original Engine Turntable* that was used to turn around the locomotives for the return trip to Chicago, a *Water Tower* for refilling the steam engines, and an *Engine Shed* for servicing the equipment. In addition, the proposed site is located immediately adjacent to the Geneva Lake Museum of History and the Old Railroad Bridge. *Creating a local Historic Railroad Site on Sage Street would be key to educating both residents and visitors alike on this important part of Lake Geneva’s history and to better understand why we are who we are as a community today.*

As per Sec. 34-62, the *first step* would be for the **City of Lake Geneva**, as the property owner, to accept or reject the proposed nomination in writing within 60 days of the request. *If accepted, the nomination would then go to the City Plan Commission for public hearing and a recommendation to the City Council for final action.*

In recent years we've erected **Historic Railway Signs** at the site of the *Lake Geneva Railroad Depot* at Williams & North Streets, at Broad Street at the site of several *Railroad Warehouses and the Wilbur Lumber Yard*, and on Main Street at the old concrete *Railroad Bridge*. Several years ago the **Historic Preservation Commission** placed a sign on Sage Street property describing the history of the railroad and showing a site map general layout of the original structures. *As part of creating a Historic Railroad Site, we would propose to clean up the site, add stone pavers to recreate the "ghost footprints" of the Turntable and other buildings, and improve the informational displays. We do not intend to have the property designated as a National Historic Site but rather as a local Historic Railroad Site with minimal restrictions or cost.*

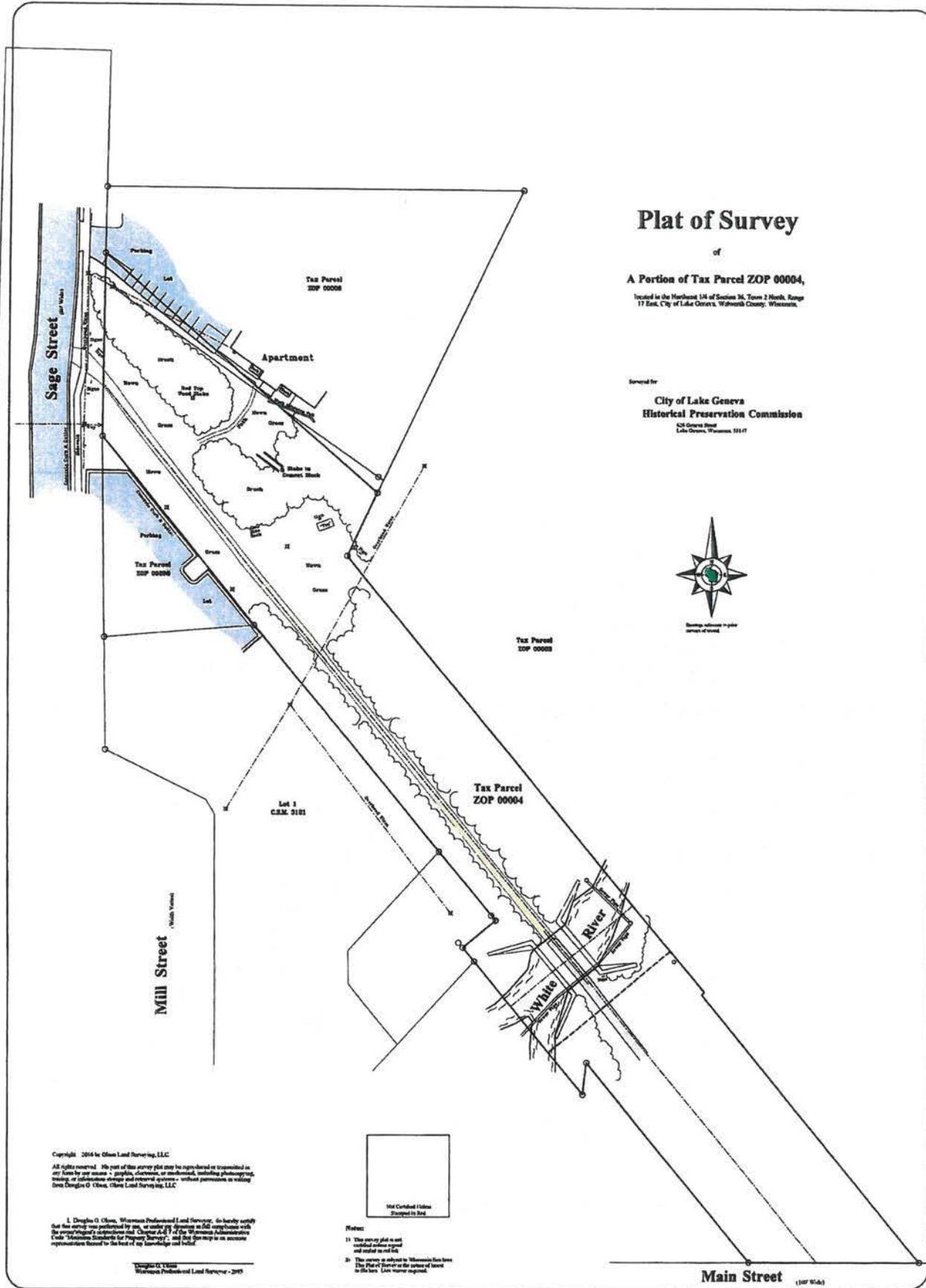
The **Lake Geneva Historic Preservation Commission** respectfully requests that the **City Council** seriously consider this request. *We feel that preserving the history of our community is a key element in maintaining the "small town" charm that we, as citizens of Lake Geneva, are justifiably proud of. The Historic Preservation Commission greatly appreciates the City's support of our efforts to create a Historic Railroad Site.*

Sincerely,



Kenneth L. Etten, Chairman
Lake Geneva Historic Preservation Commission

Commission Mary Tanner Jackie Getzen Patrick Quinn
Members: Louise Rayppy Jim Davis
Council Representative: Elizabeth Chappell



Plat of Survey

of
A Portion of Tax Parcel ZOP 00004,
 located in the Northeast 1/4 of Section 36, Town 2 North, Range
 17 East, City of Lake Geneva, Walworth County, Wisconsin.

Surveyed for
**City of Lake Geneva
 Historical Preservation Commission**
 424 Geneva Road
 Lake Geneva, Wisconsin 53147



Copyright 2016 by Olson Land Surveying, LLC.
 All rights reserved. No part of this survey plat may be reproduced or transmitted in
 any form by any means - graphic, electronic, or mechanical, including photocopying,
 taping, or information storage and retrieval systems - without permission in writing
 from Douglas G. Olson, Olson Land Surveying, LLC.

I, Douglas G. Olson, Wisconsin Professional Land Surveyor, do hereby certify
 that this survey was performed by me, or under my direct supervision in full compliance with
 the provisions of the Wisconsin Statutes and Chapter AT 12 of the Wisconsin Administrative
 Code "Minimum Standards for Property Survey", and that this survey is an accurate
 representation based on the best of my knowledge and belief.

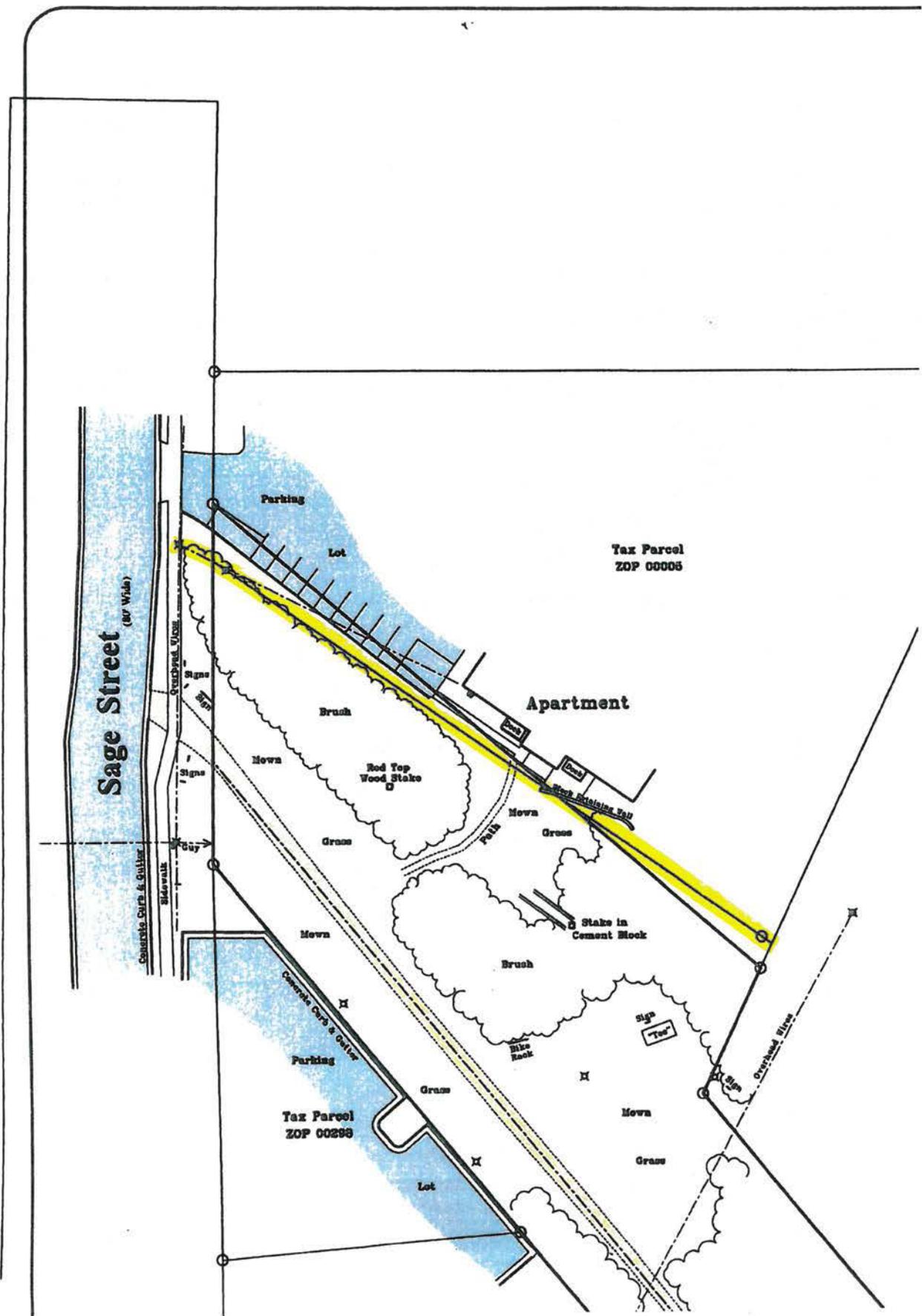
Douglas G. Olson
 Wisconsin Professional Land Surveyor - 2915



Notes:
 1) This survey plat is not
 certified unless shaded
 and noted in red ink.
 2) The survey is subject to Wisconsin Statutes
 The Plat of Survey in the name of Survey
 is the law. See Statute 89.01.

Main Street (100' W.A.S.)

2016.051	Sheet 1 of 1 Sheets	Legend	 Olson Land Surveying, LLC 45 South Wisconsin Street • P.O. Box 322 • Elkhorn, Wisconsin, 53121 Telephone: (262) 723-3434 • Facsimile: (262) 723-8644 Email: doug@olsonsurveying.com	Scale in Feet 1" = 30'	Survey date: August 18, 2016. Revisions:
	Job Reference Number 2016.051				



NOMINATION QUESTIONNAIRE

Date: Oct 6, 2012

What is the historic name of this property? 1871 C+NW property

What is the current name of this property? Historic Railway site

I wish to nominate this property because (check one or more boxes):

- National Register and State Register listing is an honor
- I seek financial assistance (see p. 2) in maintaining or rehabilitating the property
 - This building is my primary residence
 - This is an income producing property (commercial or residential rental)
- I wish to protect this property
- This property is threatened with demolition or destruction

Where is the property located?

If a city or village please provide:

street and number Sage St., 300 block, extending SE

village or city Lake Geneva WI county Walworth

OR

If an unincorporated or rural area please provide

road or nearest road _____

name of civil town/township _____

nearest village or city _____ county _____

section _____, town _____ north, range _____

Do you know any of the following information:

The architect's name was _____

The builder's name was Chicago + North Western Railway

The date of construction was 1871 service site - 1908 bridge

List sources of information or attach photocopies (remember the more information that is provided the better our staff is able to evaluate the property):

see enclosed source list Page: _____

What alterations or additions were made since the building was built? Please check one or more boxes where applicable.

- | | |
|---|--|
| <input type="checkbox"/> additions | <input type="checkbox"/> replacement siding or re-siding |
| <input type="checkbox"/> removal of porches | <input type="checkbox"/> removal of decorative details |
| <input type="checkbox"/> replacement doors and windows | <input type="checkbox"/> interior remodeling or updating |
| <input type="checkbox"/> moved from its original location | |

(if moved, why, from where and when?)

The dates of major alterations or additions were:

Briefly describe any changes checked above:

N A

What do you know about the history of the property? For statements of historical fact, please indicate your sources of information (keep in mind that our evaluation may depend solely on the information that you submit, therefore, your sources should be reliable).

See enclosed Question response

List sources of information (or attach photocopies):

See enclosed Source list Page: —
Page: —

Significance of the property

Why do you think that this property should be listed in the National Register and the State Register?
Please check one or more box below and briefly explain why the property is important.

The property illustrates an important aspect of local history through its:

- | | |
|---|---|
| <input type="checkbox"/> ethnic history | <input type="checkbox"/> agricultural history |
| <input type="checkbox"/> social or political history | <input checked="" type="checkbox"/> transportation history |
| <input checked="" type="checkbox"/> industrial or <u>commercial</u> history | <input checked="" type="checkbox"/> other <i>Railroad history</i>
<i>Human history</i> |

It is directly associated with a person or people who made important individual contributions to

(check one or more):

- | | |
|---|---|
| <input type="checkbox"/> social or political history | <input type="checkbox"/> agricultural history |
| <input checked="" type="checkbox"/> industrial or <u>commercial</u> history | <input checked="" type="checkbox"/> other <i>Railroad history</i>
<i>Human history</i> |

It is architecturally or artistically distinctive because it:

- is an important example of an architectural style
- is an important example of vernacular (commonplace) architecture
- is an unusual or important kind of building or structure *concrete arch bridge*
- has an unusual method of construction
- is an important work of art
- is the work of a master architect or builder

This property is important because:

See enclosed "important because" response

List sources of information (or attach photocopies):

Berkens book - Chapter 4 - Source #2 Page: *34-35*
Page: _____

***Photographs**

Please submit clear, recent photographs that show all sides of the exterior of the structure, views of the interior of the structure, and all associated outbuildings. The photographs cannot be returned, but will become a permanent part of our site records.

***Map**

Please draw a simple sketch map of the lot on which the property is located. Include all structures, adjoining streets, and other major features. Photographs of the buildings should be keyed to this sketch. If the property is rural, please submit a plat map, county map or other detailed map and precisely mark the location.

Person completing questionnaire:

Date: Oct 6, 2012

Name: Edward T. Yaeger

Address: 421 Water St

Lake Geneva Zip Code 53147 telephone: (262) 745-6258
WISC.

Owner (if different than above) Joint owners (deed enclosed)

Name: City of Lake Geneva
Lake Geneva Utility Commission

Address: 626 Geneva St Lake Geneva
361 Main St P.O. Box 187

Wisconsin Zip Code 53147 telephone: (262) 248 3673
(262) 248 2311

RETURN FORM AND RECENT PHOTOGRAPHS TO:

Division of Historic Preservation
Wisconsin Historical Society
816 State Street
Madison, Wisconsin 53706

Source List

Source 1

Chicago & NorthWestern Historical Society Archives
1343 Knollwood Rd.
Deerfield, IL 60015
(847)945-6584 (FAX 2724)
Contact: Joe Piersen, Archivist joepiersen@comcast.net

Source 2

Book: STEAM TRAINS TO GENEVA LAKE
C&NW's ELGIN – WILLIAMS BAY BRANCH
COPYRIGHT © 2002 BY PAUL BEHRENS (author)
Contact: Paul L. Behrens
P.O. Box 173
Hebron, IL 60034-0173

Source 3

THE NEWBERRY LIBRARY
60 West Walton St.
Chicago, IL 60610-7324 (312)943-9090
Contact: Joan Breier Brodsky, Trustee
1223 N. Astor
Chicago, IL 60610 (312)-787-2305
joanbrodsky@yahoo.com MLS
Master of Science of Library Science
Information technology researcher

Source 4

NORTHERN ILLINOIS UNIVERSITY
Regional History Center
1424 W. Lincoln Hwy
DeKalb, IL 60115 (815)753-1779
Contacts: Lynne Thomas, Curator- Rare Books and Special Collections
Katharine White, Curator
Floor phone (815)753-9838

What do you know about the history of the property?

Response:

In 1871 the C&NW Railway came to Lake Geneva, Wisconsin. On the east side of the 300 block of Sage St. a steam engine service facility was constructed on what appeared to be a natural plateau. The facility consisted of a diverging switch track from the main line, a two stall engine house, water tower, section building and a 50-foot gallows frame turntable. At that time Lake Geneva was the end point of that particular branch line. End of line situations in the early steam engine era required a means of turning the engines around for return trips. The depot was two blocks northwest straddling North St. There was a maze of trackage at the depot location, and it appears there wasn't sufficient real estate for the required service facility-hence the need for the remote location. The resultant Sage St. compact service facility was then constructed. It is viewed as an example of clever engineering, when considering the small property site.

The main line came from the southeast and initially reached the plateau over a lengthy elevated timber trestle. Crossing Main St., it then spanned the White River outlet of Geneva Lake and then the tail race from the flour mill. The 1904 print map shows that in 1888 a plate girder bridge with stone abutments and connecting embankments was built to replace a portion of the timber trestle, thereby eliminating the "gimlet hole" referenced in the October 19, 1888 Geneva Lake Herald.

The next event occurred December 22, 1911 when it was noted that the facility site gallows frame turntable was broken, and a steel deck table was sourced to replace it. It appears that it was not done, since on May 15, 1912 division engineer Robinson issued a demolition order for the "Engine house 40 years old, and gallows frame turntable." Also on that order was written, in very difficult to read, instructions to remove site trackage. It is not known when the water tower was removed. The section building, sometimes called "Section tool house" was still shown on the 1913 map, and was confirmed to exist, at least to 1950, in poor quality photo copy provided by a local citizen.

The 1913 map shows the subject 1908 concrete arch bridge installed and the last remaining section of the elevated timber structure replaced by embankments with support piles and timber wall. This then establishes 1908 as the effective date of the existing connection of the bridge and the 1871 engine service facility site. Another interesting detail from the 1913 map show that the White River channel had been rerouted into the mill tail race channel. A single span bridge could then be used for the confluence.

What do you know about the history of the property?

Response continued:

The resultant bridge #721 is a massive structure. The C&NW build material list shows that 1,860 cubic yards of poured concrete and 13,140 pounds of steel reinforcing rods were used in its construction. The upper part of the bridge measures 54 feet in length and 30 feet wide. The exposed upper side walls are 3 feet thick and are splayed out as they go downward to form the four broad foundation footings. The fact that this 1908 bridge supported the ever-increasing engine weights and wheel loads into the 1970's is testament to the excellent engineering and design.

As to the history of the service facility- Archivist Pierson has related that due to a storage facility tragedy quantities of 1871 period documentation material was destroyed. Source collections and local collections have been searched with little success. It has been explained that the former service facility property will be considered as an archeological site. In that regard, please consider the following as an accounting of what has happened to the property since the site entities were removed.

The City of Lake Geneva and the Lake Geneva Water Utility purchased the subject property in 1983. Most of the footprint areas of the service facility are covered with bramble and trees. Establishing anything significant has been difficult, however, in recent years several excursions have produced some positive results. Using survey markers and C&NW maps the center of the former turntable has been staked and engine house locations verified. Early turntables required a pit several feet deep to contain the circular track rail, wheel carriages, track platform and necessary hardware. The south segment of the Sage St. pit is covered over and is part of a green space area. It is not known when that area was covered, or by which owner- the railway or the city. A portion of the northern side of the pit remains open and as was suggested, used as a dump. Caring souls, on occasion, have removed and discarded inappropriate items. An early track joining plate, i.e. fish plate, was found in that pit. In what appears to have been a shallow service pit within the north bay of the former engine house, large and extra-large unused cotter pins were found. Note: Early steam locomotives had cams and valve linkage within the engine frame. It is thought that the need to service and lubricate these items may have been the reason for the suggested shallow pit. No metal detector investigation of the site has been performed as of this date.

This property is important because:

Response:

Since removal of the engine service facility entities in 1912 the subject area has been left to the whims of Mother Nature. Starting from the east- trees now decorate the majestic concrete arch bridge and partially hide it from view until fall and winter. The embankment connecting the bridge to the plateau and service area rises from its base at various points 30 feet to as much as 70 feet. It is bordered by shrubs and trees of varied height and size for its entire length, thereby creating a picturesque corridor. The former mainline compacted roadbed transverses the entire subject property to Sage St. It is currently part of a heritage trail system. At the Sage St end, adjacent to the overgrown former engine service facility site, there is green space on both sides of the former mainline. A broad green area is behind (east) of the former engine house. It features a sledding hill and a prime location to enjoy the grand northerly vista, which includes a former golf course fairway and the tree-lined meandering White River. This is a striking and unique area. Historically, the subject areas have significance and substance. The 1908 concrete arch bridge exists. The former C&NW mainline road bed connection exists. And the 1871 Sage St former engine service property site exists. This historic grouping presents a rare opportunity.

By contrast, the area east of the subject bridge lacks substance since that roadbed section has been excavated down to street level. The adjacent areas have been extensively enhanced to improve their appearance and usefulness. If a successful nomination were to occur it is conceivable that better judgment would prevail regarding the Sage St. site, and that it could then be cleared, enhanced and highlighted for its historic mission.

Other reasons of importance have to do with purpose and result. The subject properties purpose was to be a part of a two-way transportation connection from the developing city of Lake Geneva to commerce entities as far away as Chicago. The subject properties are the only remaining historic entities associated with that original purpose. (Depot razed 1986) The result of the 1871 C&NW transportation connection can be considered the trigger that caused the explosion of economic growth and expansion in Lake Geneva. Passenger service began, town business picked up, new hotels were built, two way freight traffic commenced, etc., etc. The coming of the railroad can be considered the most significant factor in the development of Lake Geneva and its tradition of being a renowned tourist destination.

Another objective of this nomination attempt is to recognize the human factor, and honor the people who labored to make early railroading a reality. There are thousands of books written about railroading, with some of them listing the fact that early steam era railroading was hard, dirty, and dangerous work. At Sage St, workers not only had to climb all over and under the hot

This property is important because:

Response continued:

engines to service and feed them, but they also had to manually operate the turntable. This was accomplished using large handles extended outward and upward from the turntable center section. Once the engine and tender were positioned on the turntable they could then rotate the whole thing by pushing and/or pulling on the extended handles. It's difficult to imagine how that could be accomplished when considering the weight of an iron steam engine and its tender, loaded with coal and water. But, that's how it was done. It is interesting to note, that by considering passenger schedules, freight movements, and the Williams Bay entity, that as many as 12,000 engine rotations may have occurred in the 40 year existence of the Sage St site. Those operations were performed outdoors in all seasons, day or night, wet or dry, hot or cold, rain or snow. (The above discourse is just one example of educational possibilities that could be realized with informational signage at the historic turntable site.)

The central location of the subject property in downtown Lake Geneva is the perfect place to show the world and future generations what transpired there in 1871. However, the central location, unfortunately, is the reason the property remains in the "AT RISK" category. The property survived a recent development initiative for streetscape modifications, but there is fear that those kinds of ideas never die. It should also be noted that Lake Geneva has an active Parking Commission. Register status would certainly help to deter future initiatives.

The process of rediscovering the forgotten and hidden Sage St. service site can be likened to finding buried treasure. It was truly an historic gift! It is hoped that the subject property can be made eligible for the honor, recognition and safety that a future nomination could provide.



WISCONSIN
HISTORICAL
SOCIETY

October 26, 2012

Edward Yaeger
421 Water St
Lake Geneva WI 53147

Dear Mr. Yaeger:

Thank you for submitting a National Register questionnaire for the Chicago and NorthWestern Railroad site in Lake Geneva, Walworth County. We have had the opportunity to review the submitted materials and do not feel that the single extant resource of the bridge meets eligibility requirements for listing in the State or the National Register. In our discussions about the property, we did consider potential for eligibility in the area of historic archaeology. However, significance in this area means that the site must possess integrity and the ability to yield information that may not otherwise be available. At this point, this site's potential for archaeological significance is unknown.

We understand that this letter brings disappointing news because of your interest in recognizing and protecting the property. Please know that our determination is based on the strict requirements of the National Register program. There is currently a plaque at the site, and this is our typical recommendation for similar properties.

If you have any questions regarding the State Register or the National Register in Wisconsin, please contact me at or daina.penkiunas@wisconsinhistory.org or (608)264-6501. If you have questions about archeological resources in the state, please contact State Archaeologist John Broihahn at (608) 264-6496 or john.broihahn@wisconsinhistory.org.

Sincerely,

Daina Penkiunas
National Register Coordinator
Wisconsin Historical Society

ARTICLE I. IN GENERAL

Sec. 34-1. Purpose and intent of chapter.

In accordance with the authority granted by W.S.A., § 62.23(7)(em), it is declared a matter of public policy that the protection, enhancement, perpetuation and use of historic structures, sites, and districts that represent and define the city's cultural, social, economic, political and architectural history is a public necessity and is required in the interest of health, prosperity, safety and welfare of the people. Furthermore, the purpose of this section is to:

- (1) Foster civic awareness and pride in the notable accomplishments of the past.
- (2) Educate the public as to the need and value of a city historic preservation program and its enhancements of the quality of life.
- (3) Stabilize and improve the property values.
- (4) Enhance the visual and aesthetic character of the city.
- (5) Protect the city's special architectural history and character for its residents and guests.
- (6) Serve as a support and stimulus to business, industry and tourism thereby strengthening the economy of the city.

(Ord. No. 96-2, § I, 1-22-96)

Sec. 34-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alteration means any act or process which changes the exterior features of a property or an improvement which has been designated for preservation pursuant to the provision of this chapter.

Certificate of appropriateness means the certificate of approval issued by the historic preservation commission approving alteration, construction or demolition of a designated historic structure or historic site.

Commission means the historic preservation commission established under article II with the power and duties granted under this chapter.

Construction means any act or process which requires a building permit.

Demolition means any act or process which destroys or removes, in whole or in part, an improvement which has been designated for preservation pursuant to the provisions of this chapter. For purposes of this chapter demolition requires a permit.

Exterior features means the architectural style, the general design and arrangement of the exterior of a building, structure or improvement, and natural features.

Historic district means an area designated by the city council on recommendation of the historic preservation commission that contains two or more historic structures or sites and which has been designated a historic district pursuant to the provisions of this chapter.

Historic site means any parcel of land of national, state or local historic, geological or archeological significance due to a substantial value in tracing the history or prehistory of man or upon which a historic event has occurred and which has been nominated and accepted as a historic site pursuant to the provisions of this chapter.

Historic structure means any improvement which has a special character, historic interest, significance or value as part of the developmental heritage or cultural characteristics of the city, state or nation, and which had been nominated and accepted by the owner as a historic structure pursuant to the provisions of this chapter.

Improvement means any building, structure, place, work of art or other object, (such as parking facility fence, gate, wall, etc.) constituting a physical betterment of real property or any part of such betterment (such as light fixtures, signs, sidewalk, street furniture, etc.).

National and/or state historical register property is any property that is listed on the National Register of Historic Places in the state or the state register of historic places.

properties. The commission shall advise and assist property owners in obtaining information on special financing programs.

(Ord. No. 96-2, § IV, 1-22-96)

Secs. 34-35—34-60. Reserved.

ARTICLE III. DISTRICTS, STRUCTURES AND SITES

Sec. 34-61. Procedures for historic district designations.

Procedures for the designation of historic districts are as follows:

- (1) *Submission of recommended area to planning commission.* The commission may upon its own initiative submit to the planning commission for public hearing and recommendation to the city council, areas to be designated as historical districts.
- (2) *Public hearing; recommendations to city council.* The planning commission, upon receipt of the proposed designation of historical districts, shall hold a public hearing on the proposed district and pursuant to the criteria in section 34-63, and shall make their recommendations to the city council within 60 days.
- (3) *Notice of hearing.* Notice of such hearing shall be published as a class 1 notice under W.S.A., § 985.06(2) pursuant to W.S.A., § 62.11(4). In cases of designation of historic districts, notice of the time, place and purpose of the public hearing shall be sent by the commission to the alderpersons of the aldermanic district or districts in which the historic district is located.
- (4) *Notification of owners of record.* In the matter of the designation of historic district, the city council, upon review of the recommendation from the planning commission, shall notify the owners of record, who are owners of property, in whole or in part, situated within 100 feet of the boundaries of the property affected or within the

boundaries of the proposed historic district. For the purpose of this chapter owners of record are those listed in the office of the city assessor.

- (5) *Effect on properties.* Properties within a historic district are not affected by any requirements of this chapter unless such properties are nominated and accepted as historical sites or structures by the owners as established in section 34-62.

(Ord. No. 96-2, § V, 1-22-96)

Sec. 34-62. Procedures for historic structure or site nomination.

Nomination procedures for historic structures or sites shall be as follows:

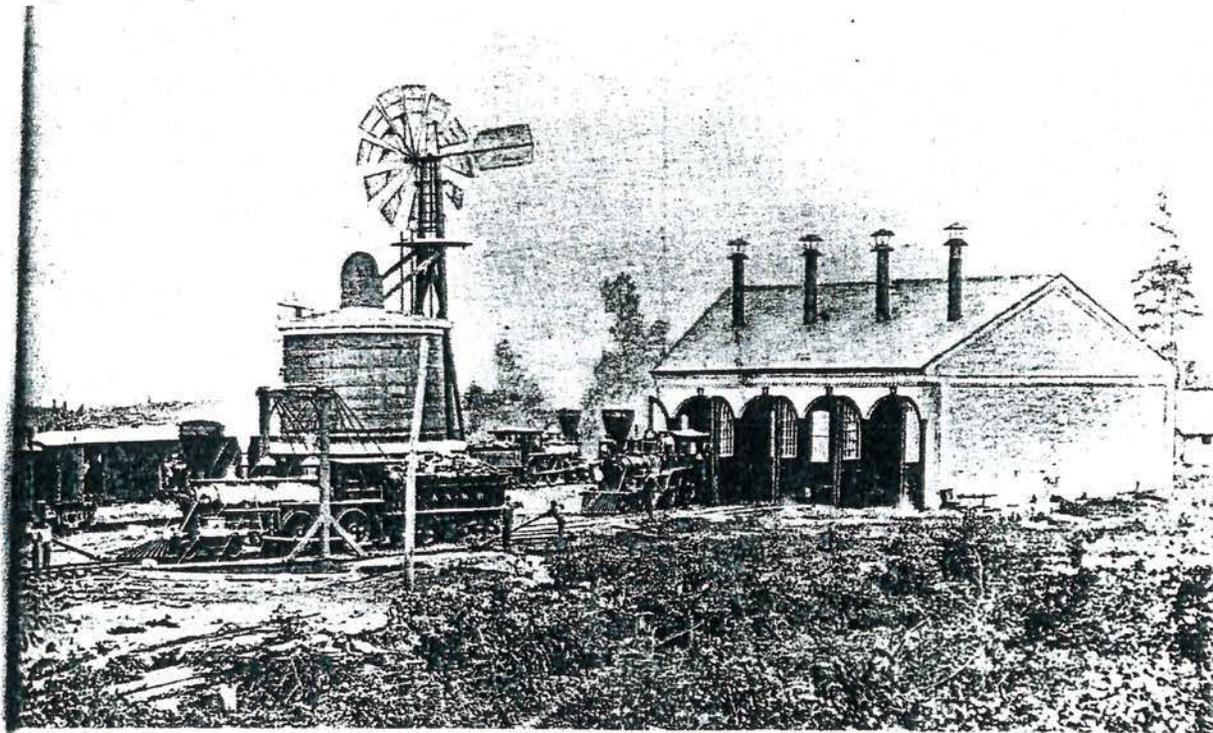
- (1) *Nominations made to property owners; acceptance or rejection.* Historic structure or site nominations shall be made directly to the property owner by certified mail with notification to the planning commission. Owners of such properties shall accept or reject such nomination in writing within 60 days of notification. No action will be taken until such time as the nomination is either accepted or rejected.
- (2) *Rejection of nomination; effect.* Property owners who choose to reject historic site or structure nominations are not affected by any requirements of this chapter.
- (3) *Application by owner.* Property owners who feel that their property may qualify as historical structures or sites under this chapter may apply to the commission in writing for nominations as a historical structure or site. Acceptance by the commission of any such application will be made by the commission pursuant to its rules and the criteria established and set forth in section 34-63.
- (4) *Commission nominations.* Commission nominations which have been accepted by the property owners shall be referred to the planning commission for public hearing and recommendation to the city council.

Illinois Railway Museum
Strahorn Library Publication

Chicago North Western Steam Power 1848 – 1956
C.T. Knudsen

Book section 1848 – 1868 partial copy of page 13 shows a typical period examples of a large steam engine service facility. The 1871 Lake Geneva Sage Street facility, because of space limitations, was much smaller and was very compact. It is felt that it was a brilliant engineering accomplishment to include a two-stall engine house, water tower, section building, 50-foot turntable, and mainline trackage in such a small area. Since Lake Geneva at that time was end of line, it would suggest the principle purpose of the facility was only for turning the engines and routine operational servicing.

The copy picture turntable would seem to be a mirror image of the Sage Street unit. Note the workmen standing by both extended handles, ready to rotate the engine and platform.



Marinette, Wisconsin about 1871. W. F. Armstrong collection.

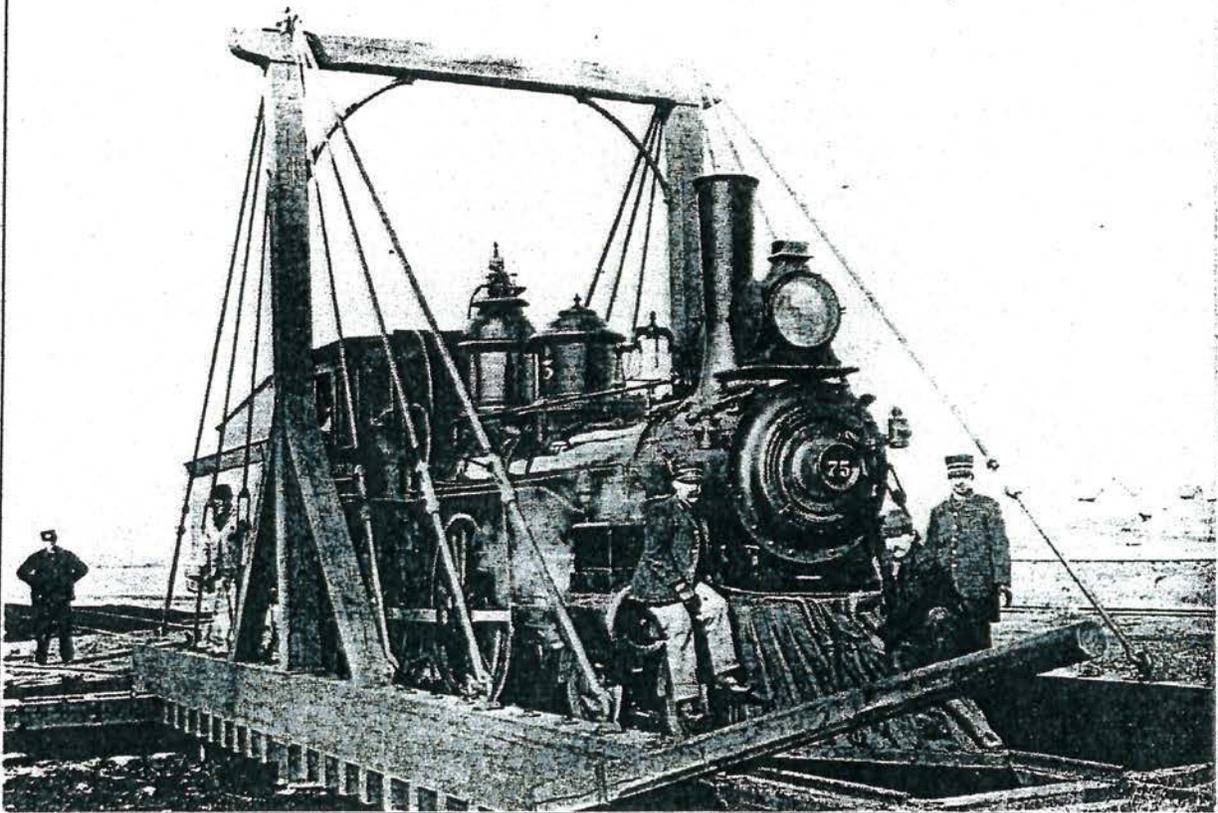
No. 150, the Negaunee, on the hand-propelled Gallow-Type turntable with a full load of wood in the tender, also a full head of steam as evidenced by the open "pop" located between the bell and sand dome. The massive wind mill supplied the water to the tank and in the foreground can be seen the remnants of a wood pile used for fuel. Two other locomotives, unidentified, appear to be ready for movement. During this period of railroading, most train handling was during the daylight hours due to the lack of modern communications as well as too poor illumination from the kerosene headlights. Names were given to the early locomotives, the name Negaunee is a Chippewa (Ojibway) Indian word meaning "first ahead" or "he who goes before," and was suggested by an early settler as the best word that would represent the word "Pioneer." No. 150. Cass N-1, built by Harkley in 1865, 4-4-0, scrapped 1888.

(Article retyped for clarity.)

Illinois Railway Museum
Strahorn Library Publication

Chicago North Western Steam Power 1848 – 1956
C.T. Knudsen

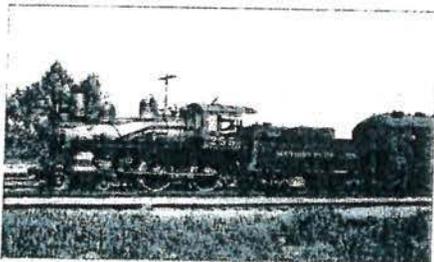
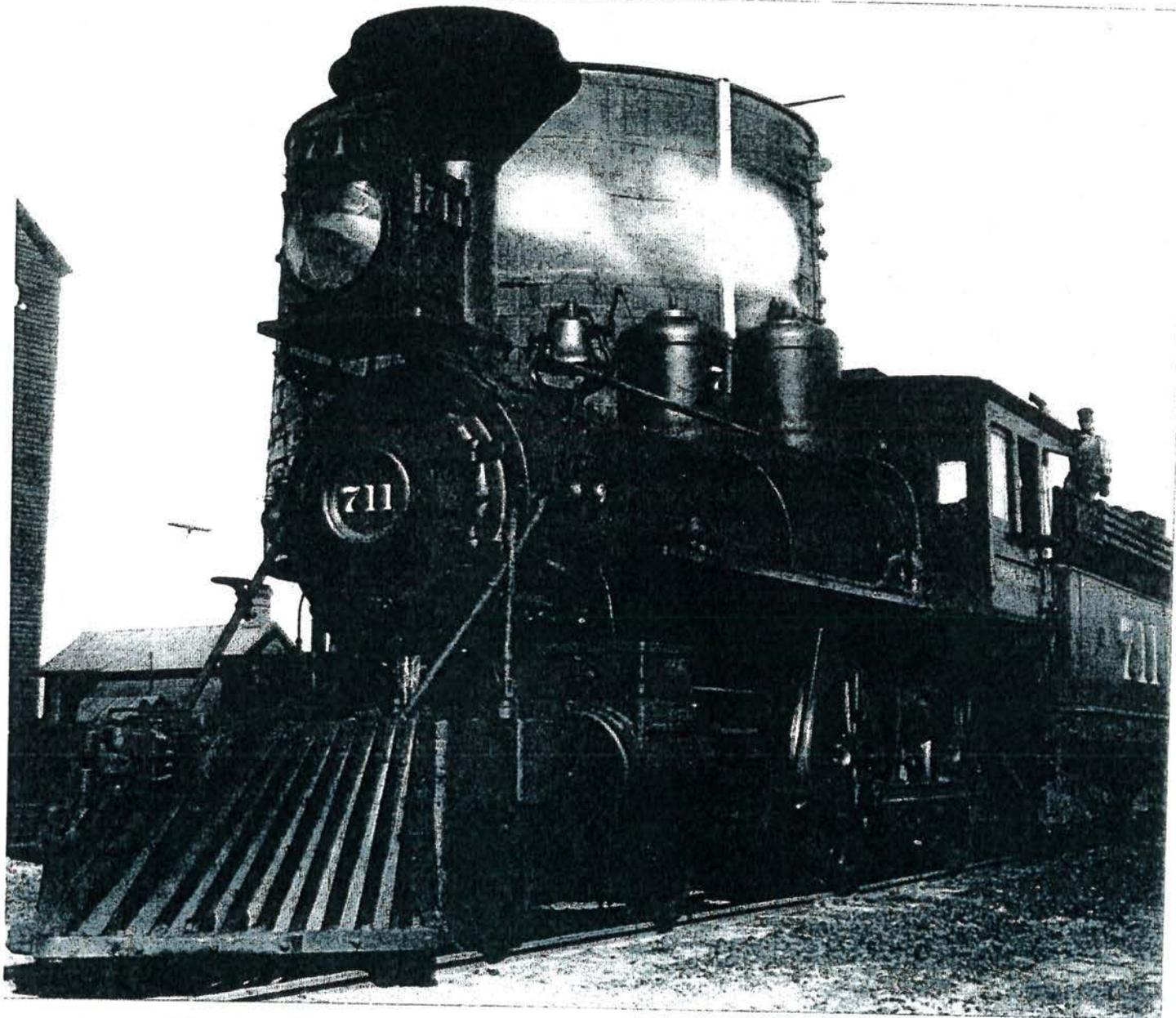
Book section 1848 – 1868 partial copy of page 12 shows construction details of period typical Gallow type turntable. Note steel rods with turnbuckles to support wooden platform. Note one of the large extended handles used to manually rotate the whole assembly.



4-4-0

THE AMERICAN

A Union Pacific "American" 4-4-0 takes on water at Sylvan Grove, Kan., in March 1902. TRAINS collection



Southern Pacific employed 4-4-0s into the 1950s; No. 255 visits Shreveport, La., in 1932. C.W. Witbeck

THERE'S A REASON this locomotive is best known as "the American." The universal utility of the 4-4-0 (invented in America in the 1830s, hence its name) in a vast and rapidly developing nation was in its bogie four-wheel lead truck and flexible three-point suspension, both significant U.S.-invented features. That amazing combination was exactly what a frontier nation needed: decent speed and high operating reliability over the almost-always cheaply built and roughly laid tracks of the time anywhere west of the Mid-Atlan-

tic. This is the locomotive that settled the American West, won the Civil War, delivered immigrants to homesteads on the prairies, and proved that America's economic future would ride on rails of iron and then steel. Originally known as the Eight-Wheeler, by the 1870s more than 80 percent of the country's operable steam engines were 4-4-0s. These locomotives (there were an estimated 25,000 Americans built) could be found on Class Is and short lines well into the 1950s, a testament to their design and durability.

Plat of Survey

of

A Portion of Tax Parcel ZOP 00004,

located in the Northeast 1/4 of Section 36, Town 2 North, Range 17 East, City of Lake Geneva, Walworth County, Wisconsin.

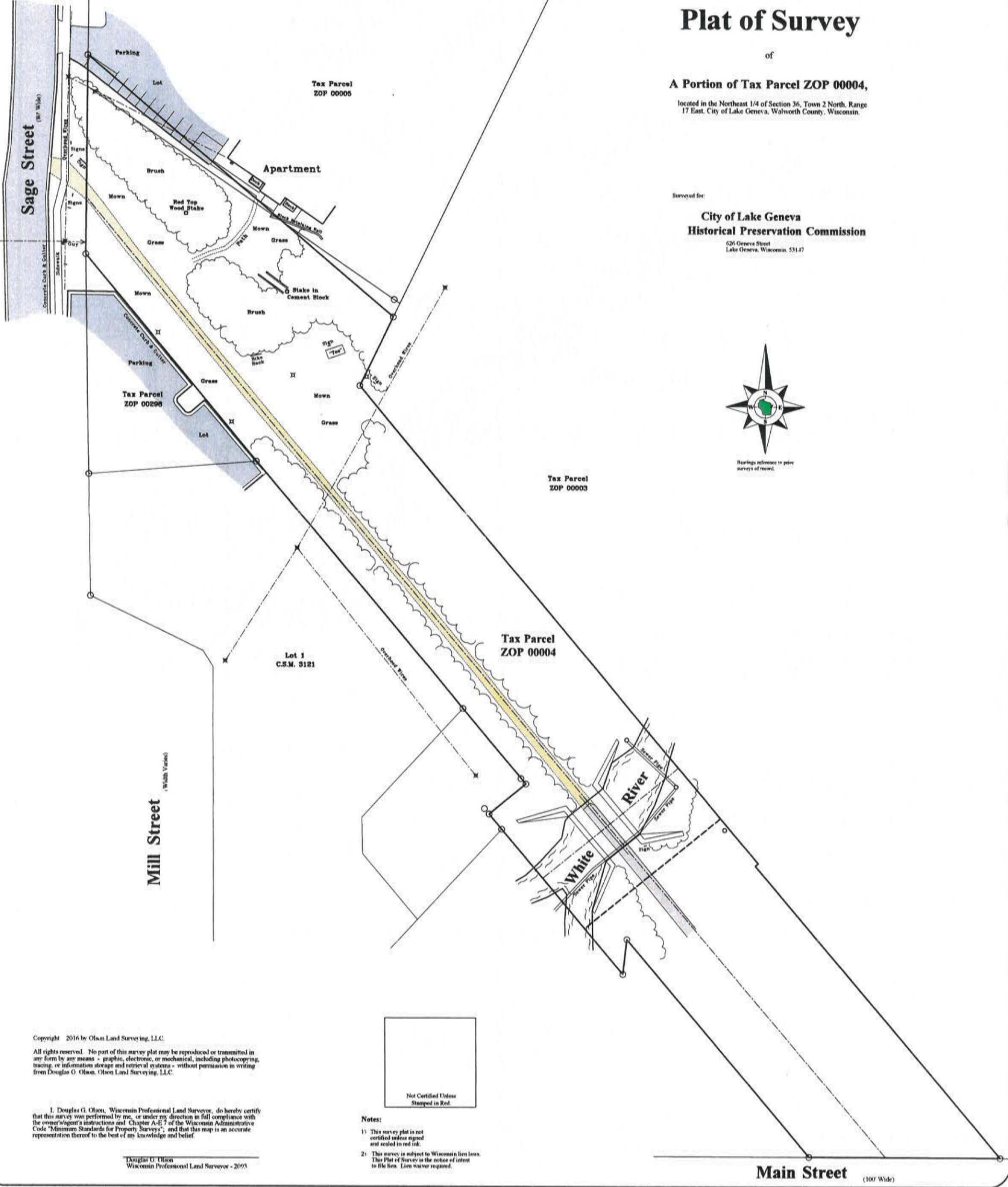
Surveyed for:

City of Lake Geneva Historical Preservation Commission

626 Geneva Street
Lake Geneva, Wisconsin 53147



Bearings reference to prior surveys of record.



Copyright © 2016 by Olson Land Surveying, LLC.
All rights reserved. No part of this survey plat may be reproduced or transmitted in any form by any means - graphic, electronic, or mechanical, including photocopying, tracing, or information storage and retrieval systems - without permission in writing from Douglas G. Olson, Olson Land Surveying, LLC.

I, Douglas G. Olson, Wisconsin Professional Land Surveyor, do hereby certify that this survey was performed by me, or under my direction in full compliance with the owner's agent's instructions and Chapter A-E 7 of the Wisconsin Administrative Code "Minimum Standards for Property Surveys", and that this map is an accurate representation thereof to the best of my knowledge and belief.

Douglas G. Olson
Wisconsin Professional Land Surveyor - 2093



- Notes:
- 1) This survey plat is not certified unless signed and sealed in red ink.
 - 2) This survey is subject to Wisconsin lien laws. This Plat of Survey is the notice of intent to file lien. Lien waiver required.

Main Street (100' Wide)

2016.051	Sheet 1 of 1 Sheets	Legend	Olson Land Surveying, LLC 45 South Wisconsin Street * P.O. Box 322 * Elkhorn, Wisconsin. 53121 Telephone: (262) 723-3434 * Facsimile: (262) 723-8044 Email: doug@olsonsurveying.com	Scale in Feet 1" = 30' 	Survey date: August 10, 2016. Revisions:
	Job Reference Number 2016.051				

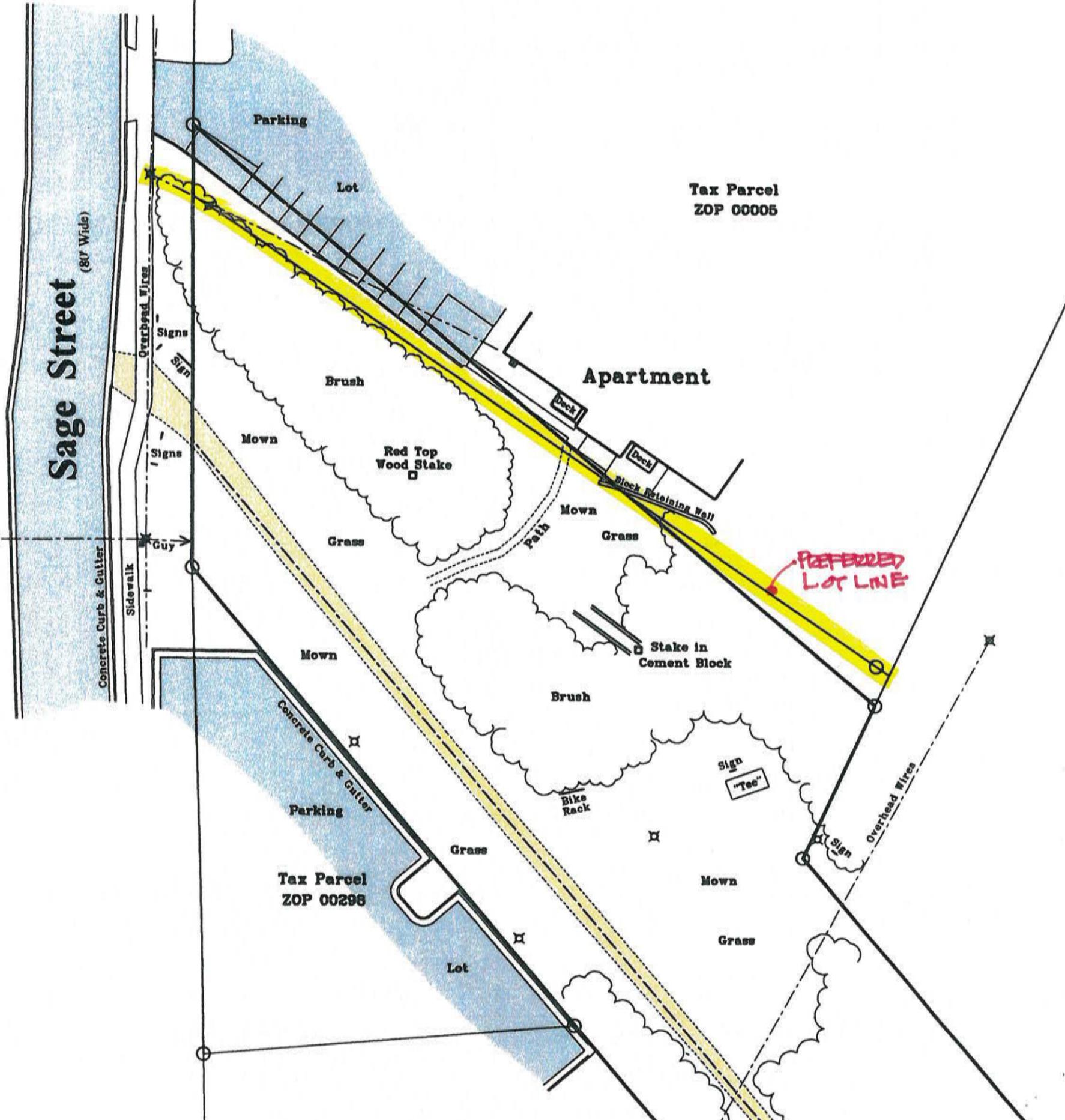
Sage Street
(80' Wide)

Tax Parcel
ZOP 00005

Apartment

PREFERRED
LOT LINE

Tax Parcel
ZOP 00298



ORDINANCE 16-20

**AN ORDINANCE REPEALING DIVISION 7, PARKING COMMISSION OF CHAPTER
2, ADMINISTRATION, ARTICLE V, BOARDS AND COMMISSIONS OF THE
MUNICIPAL CODE OF THE CITY OF LAKE GENEVA, WISCONSIN**

1. That all of Division 7, PARKING COMMISSION of Chapter 2, ADMINISTRATION, Article V, BOARD AND COMMISSIONS of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby repealed.
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 ____th day of _____, _____.

ALAN KUPSIK, Mayor

Attest:

SABRINA WASWO, City Clerk

First Reading: 12/12/2016

Second Reading: _____

Adopted: _____

Published: _____

ORDINANCE 16-21

**AN ORDINANCE AMENDING SECTION 2-49, STANDING COMMITTEES,
SUBSECTION (4) PUBLIC WORKS COMMITTEE OF CHAPTER 2,
ADMINISTRATION, ARTICLE II, CITY COUNCIL OF THE MUNICIPAL CODE OF
THE CITY OF LAKE GENEVA, WISCONSIN**

1. That Sec. 2-49, Standing committees, subsection (4) Public Works Committee of Chapter 2, ADMINISTRATION, Article II, CITY COUNCIL of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

(4) Public Works Committee. The Public Works Committee shall be responsible for activities taking place on public property, rights-of-way, and easements, and including the following:

- a. Planning for maintenance, repairs and remodeling of all City-owned facilities except those facilities under the control of the Utility Commission and the Piers and Harbors Committee.
- b. Recommend repairs of City-owned facilities to be included in the following year's budget.
- c. Determine by inspection or otherwise, not less than annually, the need for repairs of each facility. Major repairs are to be included in the proposed five-year capital improvement plan and approved by the Common Council.
- d. Consult and cooperate with the Piers, Harbors, and Lakefront Committee, Park Commission, Cemetery Commission, Library Board and any other overlapping City committees.
- e. Superintend all public works and keep the streets, alleys, sidewalks, storm sewers, public open spaces, and public related places in repair.
- f. Unusual use of streets. No building shall be moved through the streets without a written permit therefor granted by the Board of Public Works, except in cities where the Council shall, by ordinance authorize some other officer or officers to issue a permit therefor; said Board shall determine the time and manner of using the streets for laying or changing underground utilities in City rights-of-way or easements including electric, telephone, or gas pipes, cable television, or placing and maintaining electric and telephone poles therein, provided that its decision in this regard may be reviewed by the Council.
- g. Restoring streets. In case any corporation or individual shall neglect to repair or restore to its former condition any street, alley or sidewalk excavated, altered or taken up, within the time and in the manner directed by the Board, said Board shall cause the same to be done at the expense of said corporation or individual. The expense thereof, when chargeable to a lot owner, shall be certified to the City

Clerk by the Board, and if not paid shall be carried into the tax roll as a special tax against the lot.

h. Manage all acquisition and maintenance of land for public parking subject to approval of the City Council.

i. Set up and maintain a system of operation for the municipal parking system subject to approval of the City Council.

j. With the approval of the Council, purchase, acquire, or lease land in order to operate a municipal parking system.

k. With the approval of the City Council the Committee shall construct, extend, add to, improve, conduct, and operate the municipal parking system for the parking of vehicles.

l. The Committee may exercise the preceding duties in a manner it sees fit, subject to approval of the City Council. The municipal parking system shall include parking lots and other parking facilities upon the public streets or grounds of the City.

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 ____th day of _____, _____.

ALAN KUPSIK, Mayor

Attest:

SABRINA WASWO, City Clerk

First Reading: 12/12/2016
Second Reading: _____
Adopted: _____
Published: _____

ORDINANCE 16-22

**AN ORDINANCE REPEALING SEC. 2-231, COMMUNICATIONS COMMITTEE OF
CHAPTER 2, ADMINISTRATION, ARTICLE V, BOARDS AND COMMISSIONS,
DIVISION 1, GENERALLY, OF THE MUNICIPAL CODE OF THE CITY OF LAKE
GENEVA, WISCONSIN**

1. That Section 2-231, Communications Committee of Chapter 2, ADMINISTRATION, Article V, BOARD AND COMMISSIONS, Division 1, GENERALLY of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby repealed.
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 ____th day of _____, _____.

ALAN KUPSIK, Mayor

Attest:

SABRINA WASWO, City Clerk

First Reading: 12/12/2016

Second Reading: _____

Adopted: _____

Published: _____

ORDINANCE 16-23

AN ORDINANCE AMENDING SUBSECTION (1) FINANCE, LICENSING AND REGULATION COMMITTEE OF SECTION 2-49, STANDING COMMITTEES OF CHAPTER 2, ADMINISTRATION, ARTICLE II, CITY COUNCIL OF THE MUNICIPAL CODE OF THE CITY OF LAKE GENEVA, WISCONSIN

1. That subsection (1) Finance, Licensing and Regulation Committee of Sec. 2-49, Standing committees, of Chapter 2, ADMINISTRATION, Article II, CITY COUNCIL of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

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

a. Meeting. The Committee shall meet at 6:00 p.m. on the first and third Tuesday of each month and additionally as called by the Chairman or by a majority of the Committee.

b. Financial duties. The Committee shall meet to discuss and make recommendations on the following or similar matters:

1. City or utility financing for capital improvements, capital projects, and capital equipment financing or leasing;
2. Refinancing;
3. Bond proceeds investing;
4. Financial forecasting;
5. Financing for housing development, economic development, or for tax incremental financing;
6. Bond counsel for financing, refinancing, financial evaluation, or bond rating;
7. Receive and review the monthly obligations and payments for the City Council;
8. Cooperate with the City Administrator, Comptroller, Treasurer, and others in preparation and review of the annual City budget; and
[Amended 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]
9. Consider and recommend all purchases of labor, services, supplies, and materials exceeding \$5,000 and all contracts made, except contracts

pursuant to W.S.A. § 62.15(2). No contract nor purchase shall be recommended except where sufficient funds have been appropriated in the current budget to an official, department, board or commission or to a particular fund. All purchases shall be made on the basis of a written purchase order by the proper official department head, board or commission.

c. Regulatory and licensing duties. The Committee shall be responsible for recommendations of the following to City Council:

1. License applications, as required by statutes or ordinances;
2. Planning and policy setting for the abatement of nuisances;
3. Planning and policy setting on matters pertaining to licenses and permits; and
4. Planning and policy setting on matters pertaining to orderly conduct.

d. Advise the City Council and City Administrator on matters relating to technology, information and communications with the City, or as referred by City staff or Council.

e. Evaluate and make recommendations to the City Council related to overall communications to the residents of the City of Lake Geneva with the vision of establishing a system of communications that keep its residents reasonably well-informed about the plans and actions of the City.

f. Advise the City Council on issues related to cable television pursuant to applicable state and federal laws.

g. Monitor the local cable television franchise and review service concerns pursuant to the franchise agreement.

h. Study the use of public access and government channels.

i. Review and make recommendations concerning the City's website.

j. Propose facilities and equipment needs necessary for video, electronic, and digital information distribution to staff and to the public.

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 _____th day of _____, _____.

ALAN KUPSIK, Mayor

Attest:

SABRINA WASWO, City Clerk

First Reading: 12/12/2016

Second Reading: _____

Adopted: _____

Published: _____



OFFICE OF THE CITY CLERK

SABRINA WASWO
626 Geneva Street
Lake Geneva, WI 53147

Date: December 12, 2016
To: Mayor & Common Council
Re: Claim for Trip and Fall Incident

The City received a claim for damages relating to a trip and fall incident on October 9, 2016. Sharon Hoffman alleges she was walking across Broad Street at Main Street when she tripped over barricades being used for the road closure for Oktoberfest. Ms. Hoffman alleges she sustained injuries including a fractured arm. Ms. Hoffman has claimed relief against the City for \$1.5 million for medical bills and expenses, pain and suffering, and damages.

The City's claims adjuster, Statewide Services Inc., has reviewed the claim and is recommending the City disallow this claim on the basis that there is no negligence on behalf of the City, but rather the majority of negligence rests on Ms. Hoffman. A copy of the letter from Statewide Services explaining their investigation is attached.

Suggested motion: Motion to disallow the claim filed by Sharon Hoffman for expenses relating to the trip and fall incident occurring on October 9, 2016 at or near Broad Street and Main Street during Oktoberfest.

Statewide Services, Inc.

Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

December 2, 2016

CITY OF LAKE GENEVA
ATTN: SABRINA WASWO
626 GENEVA STREET
LAKE GENEVA, WI 53147

Via E-mail

RE: Our Claim #: WM000642460159
Date of Loss: 10/09/2016
Claimant: Sharon Hoffman, 250 Havenwood Drive, Apt #213
Lake Geneva WI 53147

Dear Ms. Waswo:

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which provides the insurance coverage for the City of Lake Geneva. We are in receipt of Ms. Hoffman's "Claim" letter, through which she asserts she sustained bodily injury and damages as a result of an alleged trip and fall on a barricade located at or near Broad Street and Main Street during Oktoberfest on October 9, 2016 around 3:37 p.m.

Please be advised that we recommend that the City of Lake Geneva deny this claim pursuant to the Wisconsin Statute for Disallowance of Claim 893.80(1g). The disallowance of this claim will shorten the statute of limitations period to six months. The basis of this denial is that our investigation has determined that there is no negligence or liability on behalf of the City of Lake Geneva for this trip and fall incident. Additionally, according to our investigation, we believe a majority of negligence would be attributed to Ms. Hoffman. Furthermore, Ms. Hoffman's claim demand of \$1.5 million is thirty (30) times the municipal cap of \$50,000; and her letter may also be missing some other requirements set forth in Wis. Stat. 893.80(1)(b).

Please send your disallowance, on your letterhead, directly to the claimant at the above listed address. This should be sent certified or registered mail and must be received by the claimant within 120 days after you received her "Claim" letter. Please send me a copy of the Notice of Disallowance for our file.

Sincerely,

Ginger Kimpton
Senior Casualty Claims Adjuster
855-828-5515 office
866-828-6613 fax
gkimpton@statewidesvcs.com

CC: Paul Lessila, Agent

City of Lake Geneva
 2017 Equipment Replacement
 Fund Balance Analysis as of 12/7/2017

Year	<u>Equipment Schedule</u>		<u>Transfer In</u>		<u>Fund Balance</u>	
	<u>Required Saving</u>	<u>Estimated Spending</u>	<u>Levy</u>	<u>TID 4</u>	<u>by Savings Needed</u>	<u>by Cash</u>
Prior Yrs			794,019			794,019
2016		642,705	130,000	2,026,822	2,308,136	2,308,136
2017	2,324,188	582,484	677,990		661,938	2,403,642
2018	1,834,385	758,397	677,990		(494,457)	2,323,235
2019	1,599,009	639,779	677,990		(1,415,476)	2,361,447
2020	1,436,054	899,314	677,990		(2,173,540)	2,140,123
2021	1,308,218	1,121,694	677,990		(2,803,768)	1,696,419
2022	1,172,941	1,416,046	677,990		(3,298,719)	958,363
2023	1,049,749	576,839	677,990		(3,670,478)	1,059,514
2024	1,016,294	918,449	677,990		(4,008,782)	819,055
2025	967,784	1,095,264	677,990		(4,298,576)	401,781
2026	925,556	427,647	677,990		(4,546,142)	652,125
2027	917,514	1,527,351	677,990		(4,785,666)	(197,236)
2028	877,262	529,271	677,990		(4,984,938)	(48,517)
2029	871,054	778,514	677,990		(5,178,002)	(149,041)
2030	865,925	414,779	677,990		(5,365,937)	114,170
2031	864,513	829,019	677,990		(5,552,460)	(36,859)
2032	860,097	365,139	677,990		(5,734,567)	275,993
2033	859,472	394,176	677,990		(5,916,049)	559,807
2034	858,907	504,137	677,990		(6,096,966)	733,660
2035	858,490	584,329	677,990		(6,277,466)	827,321
2036	858,490	1,939,494	677,990		(6,457,967)	(434,183)
2037	857,290	776,571	677,990		(6,637,267)	(532,764)
2038	857,290	665,269	677,990		(6,816,568)	(520,043)
2039	857,109	747,266	677,990		(6,995,686)	(589,318)
2040	855,080	428,619	677,990		(7,172,776)	(339,947)

**City of Lake Geneva 2017 Budget
Equipment Replacement Fund**

Department	Description	Year	Est. Life	2017 Budget	
Cemetery:					
	Box & Lights for Chevy 1-ton plow Truck	2007	12 Years	7,200	
Cemetery Total				7,200	
City Hall:					
	25 Computers	Various	5 Yrs, Replac	5,000	
	HVAC Building Automation Control System		15 Years	73,000	
City Hall Total				78,000	
Emergency Govt:					
7	Siren	1992	25 years	30,000	
Emergency Government Total				30,000	
Fire:					
	HOSE	Various Sizes	Multi	10 Years	1,166
	TURN OUT GEAR	10 Sets	Multi	5 years	32,600
	COMMUNICATIONS	Head Set (5)	Multi	10 years	36,000
	DIVE RESCUE	DIVER GEAR (6)	2002	10 years	63,000
	FIRE EQUIP	1 3/4" COMB. NOZZLES (20)	Multi	10 years	4,907
	FIRE EQUIP	2 1/2" COMB NOZZLE (5)	Multi	10 years	2,166
	FIRE EQUIP	RESCUE LIFT BAGS (2)	90'S/07	10 years	8,000
	STATION	GENERATOR	1970'S	25 years	59,620
	STATION	BAY DOORS		15 years	11,750
Fire Dept Total				219,209	
Police:					
	Desktop computers (\$750 each - 19 units)	Multi	5 Years	1,500	
	Interview rooms Equipment		10 Years	15,300	
	Laptop computers (\$850 each - 7 units)		5 Years	2,550	
	LCD Projectors (\$1,000 each - 3 units)		7 Years	1,000	
	Servers (\$4,100 each - 8 units)		10 Years	4,100	
	Squad 204	Ford Inceptor Utility	2015	2 Years	33,000
	Stopsticks (\$485 each - 5 units)		10 Years	2,425	
	Tasers (\$1,400 each - 11 units)		6 Years	2,800	
	Toughbooks (\$4,700 each - 6 units)		5 Years	9,400	
Police Department Total				72,075	
Street:					
10	Case Backhoe	1979	20 years	70,000	
	Mower-Rider #44	Jacobsen HR 9016	2007	10 years	80,000
	Mower-Rider #9	Scag Tiger	2000	10 years	10,000
	Tractor #52	John Deere 850 1972	2004	20 years	16,000
Street Dept Total				176,000	
Combined Total				582,484	

**City of Lake Geneva 2017 Schedule
Equipment Replacement Fund**

Department	Description	Est. Replace \$	Est. Life	Replace Year	Equipment Savings Schedule			Equipment Spending Schedule		
					2017	2018	2040	2017	2018	2040
Cemetery:										
	John Deere Z910a mower	11,000	10 Years	2020	2,750	2,750	1,100			11,000
	Billy Goat leaf blower	14,000	10 Years	2020	3,500	3,500	1,400			14,000
	John Deere X320 mower/tractor	6,000	10 Years	2021	1,200	1,200	600			
	John Deere X530 mower/tractor	9,000	10 Years	2021	1,800	1,800	900			
	Chevy 1-ton plow	60,000	12 Years	2022	17,200	10,000	5,000	7,200		
	X-treme vac	24,000	10 Years	2022	4,000	4,000	2,400			
	John Deere 540 mower/tractor	12,000	10 Years	2023	1,714	1,714	1,200			
	Buffalo 20hp blower	15,000	10 Years	2023	2,143	2,143	1,500			
	Computer System	15,000	10 Years	2026	1,500	1,500	1,500			
	Scag Tiger Cat Mower	10,000	10 Years	2026	1,000	1,000	1,000			
	Dodge 4x4 4dr 1-ton plow	65,000	12 Years	2028	5,417	5,417	5,417			65,000
	John Deere 3720 utility tractor. 4/1 bucket and c	35,000	20 Years	2029	2,692	2,692	1,750			
	Cemetery Total/Yearly Amortization	276,000			44,916	37,716	23,767	7,200	0	90,000
City Hall:										
	25 Computers	25,000	5 Years, Replace 5 p/yr		5,000	5,000	5,000	5,000	5,000	5,000
	Accounting Software	100,000	8 Years	2017	50,000	50,000	12,500		100,000	
	Servers	7,000	9 Years	2018	3,500	3,500	778		7,000	
	Servers	7,000	9 Years	2021	1,400	1,400	778			
	Servers	7,000	9 Years	2024	875	875	778			
	2 Copiers (CH & Court)	10,000	7 Years	2022	1,667	1,667	1,429			10,000
	City Telephone system	70,000	7 Years	2022	11,667	11,667	10,000			70,000
	HVAC Building Automation Countrol System	73,000	15 Years	2017	73,000	4,867	4,867	73,000		
	Boilers Four	65,000	25 Years	2024	8,125	8,125	2,600			
	Stanley Door Security System	20,000	15 Years	2020	5,000	5,000	1,333			
	Simplex Grinnel Sprinkler/Alarm	10,000	15 Years	2018	5,000	5,000	667		10,000	
	City Hall Total/Yearly Amortization	394,000			165,233	97,100	40,729	78,000	122,000	85,000
Emergency Govt:										
	7 Siren	30,000	25 years	2017	30,000	1,200	1,200	30,000		
	6 Siren	30,000	25 years	2021	6,000	5,000	1,200			
	5 Siren	30,000	25 years	2024	3,750	3,750	1,200			
	4 Siren	30,000	25 years	2033	1,765	1,765	1,200			
	1 Siren	30,000	25 years	2036	1,500	1,500	1,200			
	2 Siren	30,000	25 years	2036	1,500	1,500	1,200			
	8 Siren	30,000	25 years	2036	1,500	1,500	1,200			
	3 Siren	30,000	25 years	2036	1,500	1,500	1,200			
	Emergency Govt/Yearly Amortization	240,000			47,515	17,715	9,600	30,000	0	0
Fire:										
	VEHICLES Ambulance 1 (2009)	270,000	15 Years	2029	20,769	20,769	18,000			
	VEHICLES Ambulance 2 (1997)	270,000	15 Years	2020	67,500	67,500	18,000			
	VEHICLES Ambulance 3 (2005)	270,000	20 years	2025	30,000	30,000	18,000			
	VEHICLES Engine 1 (2002)	750,000	20 years	2022	125,000	125,000	37,500			
	VEHICLES Engine 2 (1996)	750,000	20 years	2021	150,000	150,000	37,500			
	VEHICLES Tower 1 (2011)	1,200,000	20 years	2036	60,000	60,000	60,000			
	VEHICLES Squad 1 (2007)	750,000	20 years	2027	68,182	68,182	37,500			
	VEHICLES Utility 1 (2001)	45,000	18 years	2019	15,000	15,000	2,500			
	VEHICLES Trailer	5,000	20 years	2026	500	500	250			
	VEHICLES Brush 1 (2008)	150,000	20 years	2028	12,500	12,500	7,500			
	VEHICLES Car 1 (2009)	33,000	10 years	2019	11,000	11,000	3,300			
	VEHICLES Car 3 (2011)	3,000	3 years	2018	1,500	1,500	1,000		3,000	
	VEHICLES Car 4 (2011)	3,000	3 years	2019	1,000	1,000	1,000			
	VEHICLES Boat 1 (1995)	225,000	25 years	2020	56,250	56,250	9,000			
	HOSE 1 3/4" HOSE (41)	6,273	10 Years	2018	627	627	627		611	611
	HOSE 2 1/2" HOSE (40)	6,880	10 Years	2018	688	688	688		688	688
	HOSE 3" HOSE (47)	12,079	10 Years	2017	1,208	1,208	1,208	514	1,283	1,283
	HOSE 5" HOSE (45)	29,340	10 Years	2017	2,934	2,934	2,934	652	3,256	3,256
	SCBA AIR PACK (32)	115,616	15 Years	2022	19,269	19,269	7,708			
	SCBA SCBA BOTTLES (64)	40,064	15 Years	2022	6,677	6,677	2,671			
	SCBA MASK (50)	35,000	15 Years	2022	5,833	5,833	2,333			
	SCBA RIT KIT	3,015	15 Years	2022	503	503	201			
	SCBA GAS MASK (16)	6,400	10 years	2021	1,280	1,280	640			
	SCBA GAS MASK FILTERS (64)	5,312	6 years	2022	885	885	885			
	SCBA PORTA-COUNT	13,000	10 years	2018	6,500	6,500	1,300		13,000	
	SCBA COMPRESSOR	55,400	25 years	2027	5,036	5,036	2,216			
	TURN OUT GEAI50 Sets	163,000	5 years	2017	32,600	32,600	32,600	32,600	32,600	32,600
	COMMUNICATI(Fire Portable Radio (30)	78,000	7 years	2018	11,143	11,143	11,143		18,200	
	COMMUNICATI(Fire Batteries (30)	1,920	10 years	2018	192	192	192		320	
	COMMUNICATI(Ems Portable Radio (30)	15,000	10 years	2018	1,500	1,500	1,500		1,500	1,500
	COMMUNICATI(Ems Batterieis	1,920	10 years	2018	192	192	192		320	
	COMMUNICATI(Battery Conditioner	1,500	10 years	2023	214	214	150			
	COMMUNICATI(Mobile Radio (17)	68,000	10 years	2019	6,800	6,800	6,800			4,000
	COMMUNICATI(Pager (50)	12,500	5 years	2018	2,500	2,500	2,500		2,500	2,500
	COMMUNICATI(Dodge St Repeater	18,000	15 years	2028	1,500	1,500	1,200			

**City of Lake Geneva 2017 Schedule
Equipment Replacement Fund**

				Equipment Savings Schedule			Equipment Spending Schedule			
				1	2	24				
Department	Description	Est. Replace \$	Est. Life	Replace Year	2017	2018	2040	2017	2018	2040
COMMUNICATI	Dodge St Antenna	5,000	15 years	2028	333	333	333			
COMMUNICATI	Center St Repeater	18,000	15 years	2026	1,800	1,800	1,200			
COMMUNICATI	Center St Antenna	7,500	15 years	2021	500	500	167			
COMMUNICATI	Station Base Radio	10,000	15 years	2026	1,000	1,000	667			
COMMUNICATI	Station Base Antenna	1,200	15 years	2026	120	120	80			
COMMUNICATI	Head Set (5)	36,000	10 years	2017	36,000	3,600	3,600	36,000		
TECH RESCUE	MPD (2)	1,600	10 years	2025	160	160	160			
TECH RESCUE	CONF. SPACE SCBA with	6,150	15 years	2018	3,075	3,075	410		6,150	
TECH RESCUE	Various Small Equipment	13,315	10 years	2018	4,438	4,438	1,332		9,480	
TECH RESCUE	TRIPOD/SKED	5,300	10 years	2018	2,650	2,650	530		5,300	
TECH RESCUE	CONFINED SPACE FAN	2,300	10 years	2018	1,150	1,150	230		2,300	
TECH RESCUE	PREMAIR CART & HOSE	5,900	15 years	2018	2,950	2,950	393		5,900	
DIVE RESCUE	DIVER GEAR (6)	63,000	10 years	2017	63,000	6,300	6,300	63,000		
DIVE RESCUE	ICE RESCUE SUITS (12)	2,000	10 years	2018	1,000	1,000	200		2,000	
DIVE RESCUE	RESCUE SLED	5,000	10 years	2020	1,250	1,250	500			5,000
DIVE RESCUE	FLOATION SUITS	6,000	10 years	2018	600	600	600		600	600
DIVE RESCUE	ICE ROPE (1000')	1,000	10 years	2018	500	500	100		1,000	
IT	DESKTOPS (5)	5,000	5 years	2018	1,000	1,000	1,000		1,000	1,000
IT	LAPTOP (2)	2,400	3 years	2018	800	800	800		1,200	
IT	MDC'S (7)	32,900	5 years	2018	6,580	6,580	6,580		4,700	4,700
IT	IPADS (2)	1,500	5 years	2019	500	500	300			
IT	PROJECTOR	1,000	7 years	2020	250	250	143			
IT	STATION MONITOR	1,000	5 years	2018	500	500	200		1,000	
IT	EMS COMPUTERS	12,000	3 years	2018	4,000	4,000	4,000		4,000	
IT	SERVER	4,100	7 years	2019	586	586	586			
EMS EQUIP	ECG MONITOR (3)	26,000	5 years	2020	6,500	6,500	5,200			
EMS EQUIP	AED'S (6)	12,000	10 years	2018	6,000	6,000	1,200		12,000	
EMS EQUIP	POWER COT (3)	13,000	5 years	2020	3,250	3,250	2,600			
EMS EQUIP	Small Equipment	3,500	10 years	2020	875	875	350			2,600
EMS EQUIP	JUMP BAGS (40)	12,000	10 years	2018	1,200	1,200	1,200		1,200	
EMS EQUIP	CO MONITORS (4)	2,000	2 years	2018	1,000	1,000	1,000		1,000	
EMS EQUIP	SPO2/RAD57	20,100	10 years	2018	6,700	6,700	2,010		6,700	6,700
EMS EQUIP	COT BATTERIES/CHARG	3,000	5 years	2018	600	600	600		1,000	1,000
FIRE EQUIP	4 GAS (2)	2,100	10 years	2025	233	233	210			
FIRE EQUIP	PORTABLE HYDRANT (2	3,000	5 years	2021	600	600	600			
FIRE EQUIP	STORZ MONITOR	1,500	5 years	2021	300	300	300			
FIRE EQUIP	STORTZ WYE	2,000	5 years	2021	400	400	400			
FIRE EQUIP	PORTABLE MONITOR (2)	5,400	5 years	2021	1,080	1,080	1,080			
FIRE EQUIP	CHAINSAW (4)	3,900	5 years	2021	780	780	780			
FIRE EQUIP	ROTARY SAW (4)	4,200	5 years	2021	840	840	840			
FIRE EQUIP	SMOKE EJECTOR (4)	7,200	5 years	2021	1,440	1,440	1,440			
FIRE EQUIP	PPV FAN (4)	12,800	5 years	2021	2,560	2,560	2,560			
FIRE EQUIP	1 3/4" COMB. NOZZLES (2	14,020	10 years	2018	4,907	1,402	1,402	4,907		
FIRE EQUIP	2 1/2" COMB NOZZLE (5)	2,888	10 years	2018	2,166	289	289	2,166		
FIRE EQUIP	2 1/2" SMOOTH NOZZLES	5,250	10 years	2027	525	525	525			
FIRE EQUIP	EXTRICATION PUMP (2)	10,850	10 years	2021	1,085	1,085	1,085			
FIRE EQUIP	CUTTERS (2)	10,550	10 years	2021	1,055	1,055	1,055			
FIRE EQUIP	SPREADERS (2)	11,390	10 years	2021	1,139	1,139	1,139			
FIRE EQUIP	CONF SPACE CUTTERS (7,300	10 years	2021	730	730	730			
FIRE EQUIP	RAM (2)	6,990	10 years	2021	699	699	699			
FIRE EQUIP	HOSES	2,120	10 years	2021	212	212	212			
FIRE EQUIP	RESCUE LIFT BAGS (2)	16,000	10 years	2017	8,000	8,000	1,600	8,000	8,000	
FIRE EQUIP	RESCUE STRUTS (2)	17,900	5 years	2021	3,580	3,580	3,580			
FIRE EQUIP	AIR CHISEL (2)	3,000	5 years	2021	600	600	600			
FIRE EQUIP	TORCH (2)	2,050	5 years	2021	410	410	410			
FIRE EQUIP	THERMAL IMAGING CAM	14,000	5 years	2021	2,800	2,800	2,800			
FIRE EQUIP	BOX LIGHTS (25)	8,375	5 years	2020	1,675	1,675	1,675			
FIRE EQUIP	HOSE TESTER	3,000	10 years	2019	1,000	1,000	300			
FIRE EQUIP	RESCUE MANIQUIN	1,300	10 years	2019	433	433	130			
FIRE EQUIP	PORTABLE PUMP	5,000	20 years	2020	1,250	1,250	250			5,000
RTF	LEVEL 4 VESTS (9)	6,300	5 years	2020	1,260	1,260	1,260			
RTF	Ballistic Helmets (9)	2,700	5 years	2020	540	540	540			
RTF	RTF BAG (3)	3,900	10 years	2025	433	433	390			
FPB	CAMERA (2)	2,400	10 years	2019	800	800	240			
FPB	FIRE EXT TRAINER	2,500	10 years	2019	833	833	250			
STATION	TRAINING ROOM TABLE	2,000	15yrs	2024	250	250	133			
STATION	OFFICE FURNITURE	22,000	10 years	2019	4,400	4,400	2,200			
STATION	OFFICE CHAIRS (6)	1,800	5 years	2019	360	360	360			
STATION	BEDS (5)	2,500	5 years	2022	500	500	500			
STATION	RECLINERS (5)	5,000	5 years	2023	1,000	1,000	1,000			

**City of Lake Geneva 2017 Schedule
Equipment Replacement Fund**

Department	Description	Est. Replace \$	Est. Life	Replce Year	Equipment Savings Schedule			Equipment Spending Schedule		
					1 2017	2 2018	24 2040	2017	2018	2040
STATION	FRIDGE	2,500	15 years	2023	357	357	167			
STATION	STOVE	2,500	15 years	2023	357	357	167			
STATION	GENERATOR	59,620	25 years	2017	59,620	2,385	2,385	59,620		
STATION	WASHER/EXTRATOR	11,000	20 years	2024	1,375	1,375	550			
STATION	WASHER	1,000	10 years	2025	111	111	100			
STATION	DRYER	1,000	10 years	2025	111	111	100			
STATION	STATION ALERTING	5,000	15 years	2020	1,250	1,250	333			
STATION	ENTRY SYSTEM	5,000	15 years	2023	714	714	333			
STATION	Apparatus Bay Floor	22,000	15 years	2026	2,200	2,200	1,467			
STATION	LOCKERS	15,000	30 years	2038	682	682	500			
STATION	BAY DOORS	40,500	15 years	2017	40,500	2,700	2,700	11,750		
STATION	MAGNAGRIP St 1	60,000	30 years	2040	2,500	2,500	2,500			60,000
STATION	SMOKE MACHINE	1,700	10 years	2018	850	850	170		1,700	
Fire Dept Total/Yearly		6,214,987			1,049,655	860,138	420,344	219,209	153,509	133,039
Police:										
	Air conditioner - communications center	6,000	10 Years	2018	3,000	3,000	600		6,000	
	Air conditioner - server room	6,000	10 Years	2023	857	857	600			
	ALPR #1	21,300	8 Years	2022	3,550	3,550	2,663			
	ALPR #2	21,300	8 Years	2025	2,663	2,663	2,663			
	Ballistic shields (\$1,400 each - 2 units)	2,800	10 Years	2018	1,120	1,120	280		1,400	
	Battery backup (UPS) (\$710 each - 8 units)	5,680	10 Years	2020	710	710	568			2,130
	Bicycles (\$1,600 each - 4 units)	6,400	5 Years	2018	2,656	2,656	1,328		3,200	
	Biodrying chamber	6,200	10 Years	2022	1,033	1,033	620			
	Body wire	4,000	8 Years	2019	1,333	1,333	500			
	Copy machine - admin office	7,000	7 Years	2021	1,400	1,400	1,000			
	Copy machine - communications center	4,000	8 Years	2022	667	667	500			
	Desktop computers (\$750 each - 19 units)	14,250	5 Years	2017	4,750	4,750	2,850	1,500	3,750	2,250
	Digital camera equipment	4,200	7 Years	2018	2,100	2,100	600		4,200	
	Digital fingerprint station	25,000	10 Years	2024	3,125	3,125	2,500			
	Digital video recording equipment - 2 units	4,200	8 Years	2018	2,100	2,100	525		4,200	
	Fire Repeater Control w/Termination Panel	4,000	10 Years	2023	571	571	400			
	Handguns (\$734 each - 32 units)*	23,488	8 Years	2018	11,744	11,744	2,936		23,488	
	Handheld radar (\$1,000 each - 4 units)	4,000	10 Years	2018	2,000	2,000	400		4,000	
	Interview rooms Equipment	15,300	10 Years	2017	15,300	1,530	1,530	15,300		
	Laptop computers (\$850 each - 7 units)	5,950	5 Years	2017	1,190	1,190	1,190	2,550	850	
	Less lethal shotguns (\$600 each - 5 units)	3,000	10 Years	2020	750	750	300			
	LGPD 800 MHz base radio	4,000	10 Years	2023	571	571	400			
	LGPD 800 Voter/repeater (Host St Water tower)	23,000	10 Years	2023	3,286	3,286	2,300			
	LGPD Voting Receiver (Dodge St Water Tower)	15,000	10 Years	2025	1,667	1,667	1,500			
	LGPD DPW base radio	4,000	10 Years	2022	667	667	400			
	LGPD DPW repeater (Host St Water tower)	15,000	10 Years	2022	2,500	2,500	1,500			
	LGPD TAC base	4,000	10 Years	2023	571	571	400			
	LGPD TAC freq repeater (PD basement)	15,000	10 Years	2021	3,000	3,000	1,500			
	Light towers (\$7,500 each - 2 units)	15,000	12 Years	2023	1,765	1,765	1,250			
	Lightbars (\$2,400 each - 5 units)	12,000	8 Years	2019	1,500	1,500	1,500			
	MAV recorders (\$4,700 each - 5 units)	23,500	8 Years	2019	6,714	6,714	2,938			
	Mobile radars (\$2,000 each - 5 units)	10,000	10 Years	2018	2,500	2,500	1,000		4,000	
	Mobile radios 800 (\$2,200 each - 7 units)	15,400	10 Years	2018	3,080	3,080	1,540		4,400	
	Mobile radios VHF (\$2,600 each - 7 units)	18,200	10 Years	2018	3,640	3,640	1,820		5,200	
	Motorcycles (\$6,300 each - 2 units)	12,600	14 Years	2018	6,300	6,300	900		12,600	
	NAS servers (\$1,500 each - 3 units)	4,500	10 Years	2020	1,000	1,000	450			
	Network Firewall	1,500	7 Years	2020	375	375	214			
	LCD Projectors (\$1,000 each - 3 units)	3,000	7 Years	2018	600	600	429	1,000		
	PBTs (\$500 each - 7 units)	3,500	8 Years	2018	1,750	1,750	438		3,500	
	Point to point/Ifern/MABAS base	5,000	10 Years	2022	833	833	500			
	Portable radios 800 (\$1,100 each - 25 units)	27,500	10 Years	2018	5,500	5,500	2,750		7,700	
	Portable radios VHF (\$700 each - 21 units)	14,700	10 Years	2021	2,100	2,100	1,470			
	Radar trailer	5,000	10 Years	2020	1,250	1,250	500			
	Servers (\$4,100 each - 8 units)	32,800	10 Years	2017	3,280	3,280	3,280	4,100		8,200
Squad 200	Ford Explorer	33,000	10 Years	2019	11,000	11,000	3,300			
Squad 201	Ford Explorer	33,000	9 Years	2018	16,500	16,500	3,667		33,000	
Squad 202	Ford Inerceptor Sedan	33,000	6 Years	2021	6,600	6,600	5,500			
Squad 203	Ford Inerceptor Sedan	33,000	3 Years	2019	11,000	11,000	11,000			33,000
Squad 204	Ford Inerceptor Utility	33,000	2 Years	2017	33,000	16,500	16,500	33,000		
Squad 205	Ford Inerceptor Utility	33,000	2 Years	2018	16,500	16,500	16,500		33,000	
Squad 206	Ford Inerceptor Utility	33,000	2 Years	2018	16,500	16,500	16,500		33,000	
Squad 207	Ford Expedition	33,000	5 Years	2020	8,250	8,250	6,600			
Squad 208	Ford Excursion Used	25,000	10 Years	2018	12,500	12,500	2,500		25,000	
Squad 211	Ford F-150	33,000	10 Years	2024	4,125	4,125	3,300			

**City of Lake Geneva 2017 Schedule
Equipment Replacement Fund**

Department	Description	Est. Replace \$	Est. Life	Replace Year	Equipment Savings Schedule			Equipment Spending Schedule		
					2017	2018	2040	2017	2018	2040
	Squad rifles (\$1,800 each - 7 units)*	12,600	10 Years	2018	5,400	5,400	1,260		10,800	
	Stopsticks (\$485 each - 5 units)	2,425	10 Years	2017	2,425	243	243	2,425		
	SWAT rifles entry (\$1,800 each - 5 units)*	9,000	10 Years	2019	3,000	3,000	900			
	SWAT rifles sniper (\$3,000 each - 1 unit)*	3,000	10 Years	2019	1,000	1,000	300			
	Tasers (\$1,400 each - 11 units)	15,400	6 Years	2017	3,850	3,850	2,567	2,800	4,200	
	Toughbooks (\$4,700 each - 6 units)	28,200	5 Years	2017	7,050	7,050	5,640	9,400	9,400	
	UPS External battery (\$450 each - 8 units)	3,600	5 Years	2019	900	900	720			
	UPS Internal battery (\$130 each - 8 units)	1,040	5 Years	2019	208	208	208			
	VHF Control station for speakers (Sally port)	4,000	10 Years	2021	800	800	400			
	Walworth County Fire Control Station	10,000	10 Years	2027	1,000	1,000	1,000			
	Walworth County LAW1 Control Station	4,000	10 Years	2027	400	400	400			
	Widescreen monitors (\$600 each - 8 units)	4,800	10 Years	2019	533	533	480			
	WWSO base radio	4,000	10 Years	2021	800	800	400			4,000
	Pollice Department Total/Yearly	902,573			280,410	247,957	153,414	72,075	236,888	49,580
Street:										
10	Case Backhoe	70,000	20 years	2017	70,000	3,500	3,500	70,000		
Mower-Rider #44	Jacobsen HR 9016	80,000	10 years	2017	80,000	8,000	8,000	80,000		
Mower-Rider #9	Scag Tiger	10,000	10 years	2017	10,000	1,000	1,000	10,000		
Tractor #52	John Deere 850 1972	16,000	20 years	2017	16,000	800	800	16,000		
Fork Lift #60	Komatsu	17,000	25 years	2018	8,500	8,500	680		17,000	
Trailer #2	6 1/2 Ft X 16 Ft	4,000	15 years-Used	2018	2,000	2,000	267		4,000	
Fleet # 19	International 4900 Vac-All	225,000	20 years	2018	112,500	112,500	11,250		225,000	
25	5-Ton International	190,000	20 years	2019	63,333	63,333	9,500			
Giant Vac - #43	Leaf Vac 25 Yd	70,000	10 years	2019	23,333	23,333	7,000			
Mower-Rider #8	Toro Turf Mower Stand-up	15,000	10 years	2019	50,000	50,000	1,500			
5	Graco Laser Painter	6,000	20 years	2020	1,500	1,500	300			6,000
7	Toro Turf Mower Stand-up	15,000	10 years	2020	3,750	3,750	1,500			15,000
Trailer #1	Redi Haul	3,500	25 years	2020	875	875	140			
#3	Toro Turf Sweeper 4800	22,500	25 years	2020	5,625	5,625	900			
54	Chevy Van 1500	40,000	25 years	2021	8,000	8,000	1,600			
Snow Bully #34	For Loader - From Monroe	12,000	20 years	2022	2,000	2,000	600			
28	Pelican Vacuum St Sweeper	200,000	20 years	2023	28,571	28,571	10,000			
30	IHC Garbage Truck 4900	120,000	20 years	2023	17,143	17,143	6,000			
11	Bobcat Skidteer S 205	125,000	15 years	2024	15,625	15,625	8,333			
15	1-Ton Ford F 550	70,000	15 years	2024	8,750	8,750	4,667			
27	5-Ton International	195,000	20 years	2024	24,375	24,375	9,750			
33	IHC Garbage Truck 4900	120,000	25 years	2024	15,000	15,000	4,800			
Mower-Rider #37	John Deere Turbo	65,000	10 years	2024	8,125	8,125	6,500			
Welder #48	Hobart Wire Feed 210	4,000	15 years	2024	500	500	267			
16	1-Ton Ford F 550	70,000	16 years	2025	7,778	7,778	4,375			
21	5-Ton International 2554	195,000	25 years	2025	21,667	21,667	7,800			
29	Deere 544H - Loader	175,000	25 years	2025	19,444	19,444	7,000			
6	Graco Laser Painter	7,000	12 years	2026	700	700	583			
Blower Snow #12	SNOGO Model WK 800	90,000	25 years	2026	9,000	9,000	3,600			
31	IHC Bucket Truck 4300	150,000	20 years	2027	13,636	13,636	7,500			
RTV #58	Kubota	15,000	20 years	2027	1,364	1,364	750			
mowing Deck #57	Rhino	17,000	15 years	2028	1,417	1,417	1,133			
17	1-Ton Ford F 550 Chipper	60,000	15 years	2029	4,615	4,615	4,000			
18	F-350 Ford	40,000	15 years	2029	3,077	3,077	2,667			
36	Pickup Ford F150	35,000	15 years	2029	2,692	2,692	2,333			
Trailer #47	Load Trail 3175 KG 7000 L	6,000	14 years	2029	462	462	429			
45	Vermeer Stumper	47,000	22 years	2030	3,357	3,357	2,136			
59	Caterpillar Mini-Excavator	40,000	15 years	2030	2,857	2,857	2,667			
23	5-Ton International	190,000	20 years	2031	12,667	12,667	9,500			
24	Lift All GMC 6000	45,000	15 years	2031	3,000	3,000	3,000			
61	Toro Sand Pro	16,000	15 years	2031	1,067	1,067	1,067			
Giant Vac #41	Leaf Vac 25 Yd	65,000	15 years	2031	4,333	4,333	4,333			
Giant Vac - #42	Leaf Vac 25 Yd	65,000	15 years	2031	4,333	4,333	4,333			
Tractor #53	John Deere 2750	75,000	20 years	2031	5,000	5,000	3,750			
56	Chevy 3500 Truck	55,000	15 years	2031	3,667	3,667	3,667			
4	Vermeer	50,000	20 years	2032	3,125	3,125	2,500			
Tractor #49	Ford 3930	75,000	20 years	2034	4,167	4,167	3,750			
26	5-Ton International	170,000	20 years	2036	8,500	8,500	8,500			
22	5-Ton International 4900	165,000	20 years	2036	8,250	8,250	8,250			
32	Pelican Street Sweeper	200,000	30 years	2039	8,696	8,696	6,667			
Barber #46	Beach Groomer	50,000	30 years	2040	2,083	2,083	2,083			50,000
	Street Dept Total/Yearly	3,863,000			736,459	573,759	207,227	176,000	246,000	71,000
	Combined Total/Yearly	11,890,560			2,324,188	1,834,385	855,080	582,484	758,397	428,619

RESOLUTION 16-R56

WHEREAS, the Common Council approved the 2017 Equipment Replacement Fund Budget for the City of Lake Geneva on November 21, 2016, which appropriated \$334,000 for 2017 expenditures, and

WHEREAS, the Common Council, intends to pursue additional specific equipment replacements in 2017 and desires to appropriate budgetary funding for a 2017 expenditure total of \$582,484, and

WHEREAS, the anticipated Equipment Replacement Fund balance at December, 31, 2016 will have an approximate balance of \$2,308,136 which will adequately fund the proposed additional equipment purchases along with the 2017 budgeted revenues,

BE IT THEREFORE RESOLVED, that the Common Council adopt this 2017 Equipment Replacement Fund budget amendment which increases expenditures by \$248,484.00 as follows:

50-21-00-5800	Police Equipment Purchases	+\$9,075
50-22-00-5800	Fire Equipment Purchases	+\$219,209
50-32-00-5800	DPW Equipment Purchases	-\$95,000
50-00-00-5800	Misc Equipment Purchases	+\$78,000
50-48-00-5800	Cemetery Equipment Purchases	+\$7,200
50-29-00-5800	Emergency Mgmt Equip Purchases	+\$30,000
50-00-00-4910	Application of Fund Balance	+\$248,484

Adopted this 12th day of December, 2016,

APPROVED: _____
Alan R. Kupsik, Mayor

ATTEST: _____
Sabrina Waswo, City Clerk

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

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

1

Application Period:

Application Date:

11/29/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Payne & Dolan

Via (City Official/Engineer)

Project:

10) Main Street Widening

Contract/Quote:

Widening Contract

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	183,218.17
2. Less Previous Non Escrow Payments	
3. Balance of Escrow	183,218.17
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	183,218.17
7. Amount Due this Application	8,699.03

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

Approved by: _____
Escrow Agent Date

By:	Date:

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

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

1

Application Period:

Application Date:

11/28/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Alliant Energy

Via (City Official/Engineer)

Project:

1) Underground Electric Bury

Contract/Quote:

Overage Contingency

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	650,000.00
2. Less Previous Non Escrow Payments	630,000.00
3. Balance of Escrow	20,000.00
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	20,000.00
7. Amount Due this Application	1,140.00

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

Approved by: _____
Escrow Agent Date

By:	Date:

CITY OF LAKE GENEVA

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



Memorandum

Date: December 9, 2016

To: Finance, License, and Regulation Committee

From: Blaine Oborn, City Administrator

Subject:

- a) Discussion/Recommendation on Utility Ordinance change pertaining to Utility Commission construction under City Public Works as allowed by WI Statute Section 66.0805(4)(a) with construction work exceeding \$250,000 requiring Public Works Committee and City Council approval
- b) Discussion/Recommendation on Utility Ordinance change pertaining to restriction of extension of Water and Sewer outside of City Limits without approval from the City Council as allowed by WI Statute Section 66.0805(4)(a)
- c) Discussion/Recommendation on Utility Ordinance change pertaining to expenditures being paid by the City Treasury and utility receipts remitted to the City Treasury monthly as allowed by WI Statute Section 66.0805(4)(a)
- d) Discussion/Recommendation on Utility Ordinance change pertaining City Administrator's appointment to the Utility Commission taking the place of a Citizen on the Utility Commission as allowed by WI Statute Section 66.0805(1)

The above four items were referred to the Finance, Licensing and Regulation Committee as part of the outcome from the Joint City Council and Utility Commission meeting on November 17, 2016. The City of Lake Geneva Water and Sewer Utilities are operated by the Lake Geneva Utility Commission. The City Council, under the City's Municipal Code Section 78-1, established the Utility Commission to operate the Water and Sewer Utilities under Wisconsin State Statute Section 66.0805 (Attachment).

The current and proposed Utility Ordinances leaves all control of construction and water/sewer extensions under the authority of the Utility Commission. The City Council can, under State law, allow the independent Utility Commission exercise oversight pertaining to construction projects. This oversight can also include water and sewer extensions outside of City Limits. The Public Works Committee and the Public Works Department needs to coordinate with the Utility Commission on road improvement projects to ensure a recently repaved road is not opened shortly thereafter to replace water and sewer pipe mains. The City also needs to ensure that water and sewer extensions outside of City Limits are in the best interest of the City as the City's best interest is most often annexation.

December 9, 2016

City Administrator Memo regarding the Utility Commission Ordinance

Page 2 of 2

The Public Works Committee recommends that the Public Works Committee and City Council maintain some oversight of construction projects and that Utility Commission projects over \$250,000 come through the Public Works Committee and City Council and that the Utility Ordinance be modified accordingly.

The Public Works Committee recommends that the Public Works Committee and City Council approve all extensions of water and sewer outside of City Limits and that the Utility Ordinance be modified accordingly.

The next item (c) regarding the Utility Ordinance change pertaining to expenditures being paid by the City Treasury and utility receipts remitted to the City Treasury monthly as allowed by WI Statute Section 66.0805(4)(a). Currently the Utility Commission handles its own payroll, accounts payable, and utility billings. The City Council can under state law provide that expenditures including payroll and accounts payable be handled by the City similar to how the City handles these functions for the Library. The City can also mandate that Utility billing be remitted to the City monthly. To take advantage of efficiency through consolidation and to add oversight by the City, I recommend that the Utility Ordinance be changed to require expenditures by the Utility Commission to be paid by the City Treasury and Utility billing receipts be remitted to the City Treasury monthly.

The remaining item (d) is City Administrator's appointment to the Utility Commission taking the place of a Citizen on the Utility Commission. The Utility Commission recommends that the City Administrator be placed on the Commission by eliminating one of the Aldermen seats on the Commission. The Council may instead choose to place the City Administrator on the Utility Commission by replacing one of the citizen appointments.

WISCONSIN STATE STATUTE SECTION:

66.0805 MANAGEMENT OF MUNICIPAL PUBLIC UTILITY BY COMMISSION.

(1) Except as provided in sub. (6), the governing body of a city shall, and the governing body of a village or town may, provide for the nonpartisan management of a municipal public utility by creating a commission under this section. The board of commissioners, under the general control and supervision of the governing body, shall be responsible for the entire management of and shall supervise the operation of the utility. The governing body shall exercise general control and supervision of the commission by enacting ordinances governing the commission's operation.

The board shall consist of 3, 5 or 7 commissioners.

(2) The commissioners shall be elected by the governing body for a term, beginning on the first day of October, of as many years as there are commissioners, except that the terms of the commissioners first elected shall expire successively one each year on each succeeding first day of October.

(3) The commission shall choose a president and a secretary from its membership. The commission may appoint and establish the compensation of a manager. The commission may command the services of the city, village or town engineer and may employ and fix the compensation of subordinates as necessary. The commission may make rules for its proceedings and for the government of the department. The commission shall keep books of account, in the manner and form prescribed by the department of transportation or public service commission, which shall be open to the public.

(4) (a) The governing body of the city, village or town may provide that departmental expenditures be audited by the commission, and if approved by the president and secretary of the commission, be paid by the city, village or town clerk and treasurer as provided by s. 66.0607; that the utility receipts be paid to a bonded cashier appointed by the commission, to be turned over to the city, village or town treasurer at least once a month; and that the commission have designated general powers in the construction, extension, improvement and operation of the utility. Actual construction work shall be under the immediate supervision of the board of public works or corresponding authority.

(b) If water mains have been installed or extended in a municipality and the cost of installation or extension has been in some instances assessed against the abutting owners and in other instances paid by the municipality or a utility, the governing body of the municipality may provide that all persons who paid the assessment against any lot or parcel of land may be reimbursed the amount of the assessment regardless of when such assessment was made or paid. Reimbursement may be made from such funds or earnings of the municipal utility or from such funds of the municipality as the governing body determines.

(5) Two or more public utilities acquired as a single enterprise may be operated under this section as a single enterprise.

(6) In a 2nd, 3rd or 4th class city, a village or a town, the council or board may provide for the operation of a public utility or utilities by the board of public works or by another officer or officers, in lieu of the commission provided for in this section.

History: 1977 c. 29 s. 1654 (9) (g); 1981 c. 347 s. 80 (2); 1983 a. 207 ss. 23, 93

(1); 1983 a. 538; 1993 a. 16, 246; 1999 a. 150 ss. 179, 181, 183, 236; Stats. 1999 s. 66.0805.

When a city council creates a board under sub. (1), the council is prohibited by sub.

(3) from fixing the wages of the utility's employees. *Schroeder v. City of Clintonville*, 90 Wis. 2d 457, 280 N.W.2d 166 (1979).

**City of Lake Geneva
Council Meeting
December 12, 2016**

Prepaid Checks

11/28/16 - 12/9/16

Total:

\$3,729,653.24

Checks over \$5,000:

\$ 546,818.75	<i>City of Lake Geneva - TID #4 Closing Refund</i>
\$ 253,172.00	<i>Gateway Technical College- TID #4 Closing Refund</i>
\$ 727,635.00	<i>Lake Geneva Joint 1 - TID #4 Closing Refund</i>
\$ 560,396.00	<i>Lake Geneva -Genoa City UHS - TID #4 Closing Refund</i>
\$ 1,631,626.00	<i>Walworth County Treasurer - TID #4 Closing Refund</i>

FROM 11/30/2016 TO 12/09/2016

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
BELLI	BERNARD BELLIN								
	NOV #2			11/25/16		64068	12/02/16	2,800.00	2,800.00
		01 CONTRACT-DIRECTOR 2 WKS	9900005216						2,800.00
								VENDOR TOTAL:	2,800.00
CHASE	CHASE CARD SERVICES								
	8486-11/16			11/08/16		64069	12/02/16	2,001.74	2,001.74
		01 WALMART-BONDO,VINEGAR	1116105350						18.42
		02 CHOC CITY TRVL-DAN HALL	1132105330						20.00
		03 DELTA-AlLENTOWN PA-HALL	1132105330						377.20
		04 AMAZON-PROJECTOR	1114205399						1,299.00
		05 UWM-MGMT TRNG PARKING	1114305330						5.85
		06 UWM-MGMT TRNG PARKING	4234505332						5.85
		07 HI-LWMMI CONF KORDUS	1111005331						246.00
		08 SENTRY-WATER,COFFEE	1114305311						17.06
		09 SENTRY-COFFEE CREAMER	1114305311						12.36
								VENDOR TOTAL:	2,001.74
CITYLG	CITY OF LAKE GENEVA								
	TID #4 REFUND			11/30/16		64061	11/30/16	546,818.75	546,818.75
		01 TID #4 CLOSING REFUND	3400002190						546,818.75
								VENDOR TOTAL:	546,818.75
EQUAL	EQUAL RIGHTS DIVISION								
	250-11/16			12/05/16		700038	12/05/16	67.50	67.50
		01 WORK PERMITS-NOV	1100002422						67.50
								VENDOR TOTAL:	67.50
GATEWAY	GATEWAY TECHNICAL COLLEGE								
	TID #4 REFUND			11/30/16		64062	11/30/16	253,172.00	253,172.00
		01 TID #4 CLOSING REFUND	3400002190						253,172.00
								VENDOR TOTAL:	253,172.00
JTSCH1	LAKE GENEVA JOINT 1 SCHOOL								
	TID #4 REFUND			11/30/16		64063	11/30/16	727,635.00	727,635.00
		01 TID #4 CLOSING REFUND	3400002190						727,635.00
								VENDOR TOTAL:	727,635.00
LGHS	LAKE GENEVA GENOA CITY UNION								
	TID #4 REFUND			11/30/16		64064	11/30/16	560,396.00	560,396.00

FROM 11/30/2016 TO 12/09/2016

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	TID #4 REFUND			11/30/16		64064	11/30/16	560,396.00	560,396.00
	01	TID #4 CLOSING REFUND	3400002190						560,396.00
								VENDOR TOTAL:	560,396.00
LGUTI		LAKE GENEVA UTILITY							
	SPECIAL ASSMT PYMTS			11/30/16		64065	11/30/16	2,486.18	2,486.18
	01	SPECIAL ASSMT PYMTS	1100004813						330.68
	02	SPECIAL ASSMT PYMTS	1100004262						2,155.50
								VENDOR TOTAL:	2,486.18
PCP		PETTY CASH - POLICE DEPT							
	PETTY CASH 11/16			12/02/16		64067	12/02/16	59.48	59.48
	01	USPS-POSTAGE	1121005312						25.88
	02	WALMART-HALLOWEEN CANDY	1121005399						33.60
								VENDOR TOTAL:	59.48
USBANK		US BANK							
	3341-10/16			11/10/16		64070	12/08/16	2,520.09	2,520.09
	01	WALMART-SOAP, PLATES, SPONGE	1121005399						28.15
	02	COUNTRY INN-TRACY	1121005331						410.00
	03	COUNTRY INN-RICHARDSON	1121005331						410.00
	04	HOME DEPOT-WOOD, SCREWS-EV RM	1121005342						315.52
	05	GLOBAL-SHIPPING SCALE	1121005380						473.89
	06	B&H-NETWORK VIDEO RECORDER	4121001501						765.00
	07	HOME DEPOT-WOOD SCREWS-EV RM	1121005342						117.53
								VENDOR TOTAL:	2,520.09
WALCOT		WALWORTH COUNTY TREASURER							
	TID #4 REFUND			11/30/16		64066	11/30/16	1,631,626.00	1,631,626.00
	01	TID #4 CLOSING REFUND	3400002190						1,631,626.00
								VENDOR TOTAL:	1,631,626.00
WIDOTR		REGISTRATION FEE TRUST							
	TITLE 2004 SATURN			12/02/16		64071	12/08/16	70.50	70.50
	01	TITLE, PLATE TRNSF 04 SATURN	1121005380						70.50
								VENDOR TOTAL:	70.50
								TOTAL --- ALL INVOICES:	3,729,653.24

**City of Lake Geneva
Council Meeting
December 12, 2016**

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	\$ 84,363.80
2. Debt Service	20	\$ -
3. TID #4	34	\$ 1,300.00
4. Lakefront	40	\$ 2,318.00
5. Capital Projects	41	\$ 6,027.95
6. Parking	42	\$ 12,027.19
7. Cemetery	48	\$ 15,709.04
8. Equipment Replacement	50	\$ 314,134.52
9. Library Fund	99	\$ 7,852.80
10. Impact Fees	45	\$ -
11. Tax Agency Fund	89	\$ -
Total All Funds		<u><u>\$443,733.30</u></u>

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

COUNCIL MEETING DATE: 12/12/16

TOTAL UNPAID ACCOUNTS PAYABLE \$ **443,733.30**

ITEMS > \$5,000

Lakeside International LLC - 2 Plow Trucks \$ 314,134.52

Johns Disposal - December Refuse & Recycling Service \$ 37,827.39

Kapur & Associates - October Engineering & GIS Project \$ 8,324.00

Edward Jones - Perpetual Care Deposits \$ 7,925.00

Balance of Other Items \$ 75,522.39

INVOICES DUE ON/BEFORE 12/13/2016

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

A+	A+ GRAPHICS & PRINTING						
12245	11/29/16	01	TAX COLLECT SIGNS	1115105399		12/13/16	52.50
						INVOICE TOTAL:	52.50
12286	12/01/16	01	RIV BLUEPRINTS	4055205399		12/13/16	124.13
						INVOICE TOTAL:	124.13
						VENDOR TOTAL:	176.63
ADVANAU ADVANCE AUTO PARTS							
7193632123363	11/16/16	01	THERMOSTAT,SEALANT	4800005250		12/13/16	19.08
						INVOICE TOTAL:	19.08
7193632323474	11/18/16	01	MOTOR OIL	4800005250		12/13/16	19.99
						INVOICE TOTAL:	19.99
						VENDOR TOTAL:	39.07
ALLIE ALLIED SAFETY PRODUCTS							
6452	12/02/16	01	GLOVES	1132105390		12/13/16	189.50
						INVOICE TOTAL:	189.50
						VENDOR TOTAL:	189.50
AMAZO AMAZON							
8932-11/16	11/22/16	01	DVDS	9900005414		12/13/16	409.54
		02	YOUTH DVDS	9900005411			135.12
		03	DISC WALLET,BULBS,SOAP	9900005350			166.27
		04	DISC REPAIR,PAPER,CORK BOARD	9900005310			62.73
						INVOICE TOTAL:	773.66
						VENDOR TOTAL:	773.66
BAKER BAKER & TAYLOR							
L3367102-10/16	10/31/16	01	2032338012-62 ITEMS	9900005410		12/13/16	933.31

INVOICES DUE ON/BEFORE 12/13/2016

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

BAKER	BAKER & TAYLOR						
L3367102-10/16	10/31/16	02	2032345135-16 ITEMS	9900005410		12/13/16	247.81
		03	2032362744-13 ITEMS	9900005410			186.41
		04	2872933-BOOK RETURN	9900005410			-16.23
		05	2032389662-14 ITEMS	9900005410			197.47
		06	2032397570-8 ITEMS	9900005410			83.00
		07	2032393788-49 ITEMS	9900005410			711.51
		08	2032393812-36 ITEMS	9900005410			640.77
		09	2032409888-6 ITEMS	9900005410			63.36
						INVOICE TOTAL:	3,047.41
L3367512-10/16	10/31/16	01	2032342191-4 ITEMS	9900005411		12/13/16	43.04
		02	2032342192-2 ITEMS	9900005411			26.28
		03	2032342193-10 ITEMS	9900005411			113.25
		04	2032343650-1 ITEM	9900005411			9.51
		05	2032348658-1 ITEM	9900005411			9.50
		06	2032343651-60 ITEMS	9900005411			676.44
		07	2032348659-1 ITEM	9900005411			10.62
		08	2032378685-2 ITEMS	9900005411			26.28
		09	2032378686-1 ITEM	9900005411			3.77
		10	2032378687-1 ITEM	9900005411			7.83
		11	2032378688-3 ITEMS	9900005411			34.40
		12	2032378689-7 ITEMS	9900005411			88.22
		13	2032378690-6 ITEMS	9900005411			63.21
		14	2032387513-20 ITEMS	9900005411			147.16
		15	2032387514-2 ITEMS	9900005411			15.62
		16	2032400512-1 ITEM	9900005411			11.18
		17	2032400513-2 ITEMS	9900005411			21.81
		18	2032400514-1 ITEM	9900005411			10.62
		19	2032342186-1 ITEM	9900005411			16.79
		20	2032342187-1 ITEM	9900005411			15.66
		21	2032342188-1 ITEM	9900005411			10.06
		22	2032342189-2 ITEMS	9900005411			20.68
		23	2032342190-1 ITEM	9900005411			10.62
						INVOICE TOTAL:	1,392.55

INVOICES DUE ON/BEFORE 12/13/2016

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

BAKER	BAKER & TAYLOR						
L4013232-10/16	10/31/16	01	2032338015-8 ITEMS	9900005414		12/13/16	191.16
		02	2032366063-4 ITEMS	9900005414			87.35
		03	2032393819-6 ITEMS	9900005414			135.97
						INVOICE TOTAL:	414.48
						VENDOR TOTAL:	4,854.44
BATT+	BATTERIES PLUS LLC						
575-197368-01	11/27/16	01	12V BATTERIES,BANK CHARGER	4234505250		12/13/16	3,809.32
						INVOICE TOTAL:	3,809.32
						VENDOR TOTAL:	3,809.32
BAY	BAY LOCK SERVICE						
21484	10/31/16	01	REKEYS,DEADBOLT	1121005342		12/13/16	150.00
						INVOICE TOTAL:	150.00
21554	11/28/16	01	LOCK FIX	1122005241		12/13/16	70.00
						INVOICE TOTAL:	70.00
						VENDOR TOTAL:	220.00
BENDL	BENDLIN FIRE EQUIPMENT CO INC						
94116	11/15/16	01	FIT TEST SOLUTION	1122005820		12/13/16	53.09
						INVOICE TOTAL:	53.09
						VENDOR TOTAL:	53.09
BOUND	BOUND TREE MEDICAL LLC						
82321129	11/08/16	01	BP UNIT,STETHOSCOPES,GAUZE	1122005810		12/13/16	268.61
						INVOICE TOTAL:	268.61
82321130	11/08/16	01	COLD PACK	1122005810		12/13/16	9.79
						INVOICE TOTAL:	9.79

INVOICES DUE ON/BEFORE 12/13/2016

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

BOUND	BOUND TREE MEDICAL LLC						
82330645	11/18/16	01	PAPER,BANDAGES,GLOVES	1122005810		12/13/16	166.56
						INVOICE TOTAL:	166.56
						VENDOR TOTAL:	444.96
BREEZY	BREEZY HILL NURSERY						
I-201243	11/17/16	01	PLANTING MAINT-NOV	4234505220		12/13/16	4,217.61
						INVOICE TOTAL:	4,217.61
						VENDOR TOTAL:	4,217.61
BSL	BADGER STATE INDUSTRIES						
306496	11/18/16	01	TP,NAPKINS	9900005350		12/13/16	91.91
						INVOICE TOTAL:	91.91
						VENDOR TOTAL:	91.91
BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-354039	11/20/16	01	RADIATOR CAP-AMB 2	1122005351		12/13/16	7.18
						INVOICE TOTAL:	7.18
662-355061	12/05/16	01	ANTIFREEZE,PS FLUID	1132105351		12/13/16	69.58
						INVOICE TOTAL:	69.58
						VENDOR TOTAL:	76.76
CDW	CDW GOVERNMENT INC						
FPF7337	10/06/16	01	COMPUTER+MONITOR	4121001501		12/13/16	667.66
		02	MONITOR-FD	4122001427			125.03
						INVOICE TOTAL:	792.69
FTH2009	10/26/16	01	MONITORS,SPEAKERS	4121001501		12/13/16	204.64
						INVOICE TOTAL:	204.64
						VENDOR TOTAL:	997.33

INVOICES DUE ON/BEFORE 12/13/2016

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

CERT	CERTIFIED LABORATORIES						
2519541	11/15/16	01	PAINT SEALER-TRUCK RUST	1132105351		12/13/16	197.25
						INVOICE TOTAL:	197.25
						VENDOR TOTAL:	197.25
CINTAS	CINTAS CORP						
5006500788	11/22/16	01	MEDS,WIPES	1132105390		12/13/16	67.26
						INVOICE TOTAL:	67.26
						VENDOR TOTAL:	67.26
CINTASF	CINTAS FIRE PROTECTION						
OF36574566	11/21/16	01	FIRE EXTINGUISHER INSP	4800005360		12/13/16	189.75
						INVOICE TOTAL:	189.75
						VENDOR TOTAL:	189.75
CITIE	CITIES DIGITAL						
38993	09/23/16	01	LASERFICHE SUPPORT-DEC	1114305382		12/13/16	69.42
		02	LASERFICHE SUPPORT-JAN-NOV	1100001610			763.58
						INVOICE TOTAL:	833.00
						VENDOR TOTAL:	833.00
CSIM	CSI MEDIA LLC						
10165277	10/26/16	01	AD-LIBR ASST 1	9900005211		12/13/16	288.86
						INVOICE TOTAL:	288.86
						VENDOR TOTAL:	288.86
DUNN	DUNN LUMBER & TRUE VALUE						
663463	10/17/16	01	NUTS,BOLTS	4800005340		12/13/16	3.98
						INVOICE TOTAL:	3.98
664118	10/23/16	01	DRILL BIT,BOLTS-EVID VAULT	1121005342		12/13/16	6.83

INVOICES DUE ON/BEFORE 12/13/2016

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

DUNN	DUNN LUMBER & TRUE VALUE						
664118	10/23/16	02	DISCOUNT	1100004819		12/13/16	-0.34
						INVOICE TOTAL:	6.49
666164	11/10/16	01	RAT TRAP, SEALER, PUTTY-GEN SHED	1121005342		12/13/16	24.72
		02	DISCOUNT	1100004819			-1.04
						INVOICE TOTAL:	23.68
666414	11/12/16	01	LUMBER, DRYWALL-EVID RM	1121005342		12/13/16	15.57
						INVOICE TOTAL:	15.57
666415	11/12/16	01	Y CONNECTOR-SINK	1122005350		12/13/16	5.49
		02	DISCOUNT	1100004819			-0.27
						INVOICE TOTAL:	5.22
666444	11/12/16	01	WASHERS-KEY BOXES	1122005350		12/13/16	2.47
		02	DISCOUNT	1100004819			-0.12
						INVOICE TOTAL:	2.35
666445	11/12/16	01	BACK FLOW PREVENTER-SINK	1122005350		12/13/16	10.99
		02	DISCOUNT	1100004819			-0.55
						INVOICE TOTAL:	10.44
666650	11/15/16	01	AXE HANDLE	1122005340		12/13/16	16.99
		02	DISCOUNT	1100004819			-0.85
						INVOICE TOTAL:	16.14
666773	11/16/16	01	ANTI-FREEZE	4800005250		12/13/16	9.58
						INVOICE TOTAL:	9.58
667347	11/21/16	01	GLOVES	4800005340		12/13/16	6.00
						INVOICE TOTAL:	6.00
667629	11/23/16	01	FURNACE FILTER	9900005350		12/13/16	29.99
		02	DISCOUNT	9900004819			-3.00
						INVOICE TOTAL:	26.99

INVOICES DUE ON/BEFORE 12/13/2016

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

DUNN	DUNN LUMBER & TRUE VALUE						
667651	11/23/16	01	DISTILLED WATER-BATTERIES	1132105351		12/13/16	1.99
		02	DISCOUNT	1100004819			-0.10
						INVOICE TOTAL:	1.89
667899	11/28/16	01	TIE DOWN STRAPS	1132105351		12/13/16	21.48
		02	DISCOUNT	1100004819			-1.07
						INVOICE TOTAL:	20.41
668125	11/29/16	01	HOSE CLAMP	1116105350		12/13/16	1.79
		02	DISCOUNT	1100004819			-0.09
						INVOICE TOTAL:	1.70
668208	11/30/16	01	PAINT-TRUCK BOARDS	1132105351		12/13/16	57.93
		02	DISCOUNT	1100004819			-1.50
						INVOICE TOTAL:	56.43
668933	12/06/16	01	ELEC OUTLET-CAMERA	1132105340		12/13/16	29.92
		02	DISCOUNT	1100004819			-0.80
						INVOICE TOTAL:	29.12
G31164	09/29/16	01	ROLLER,PAINT-TRNG RM LOGO	1121005399		12/13/16	49.48
		02	DISCOUNT	1100004819			-3.87
						INVOICE TOTAL:	45.61
K68314	12/01/16	01	TAPE-FOUNTAIN COVER FIX	4055205355		12/13/16	15.99
		02	DISCOUNT	1100004819			-0.80
						INVOICE TOTAL:	15.19
K68321	12/01/16	01	TIE DOWNS-COVER	4055205355		12/13/16	15.95
		02	DISCOUNT	1100004819			-0.80
						INVOICE TOTAL:	15.15
K68355	12/01/16	01	PAINT ROLLERS-SIDE BOARDS	1132105351		12/13/16	8.49
		02	DISCOUNT	1100004819			-0.42
						INVOICE TOTAL:	8.07

INVOICES DUE ON/BEFORE 12/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN DUNN LUMBER & TRUE VALUE							
K68393	12/01/16	01	TARP-BALL DIAMOND PILE	1152015952		12/13/16	26.99
		02	DISCOUNT	1100004819			-1.35
						INVOICE TOTAL:	25.64
						VENDOR TOTAL:	345.65
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
EAM EMERGENCY APPARATUS MAINT							
89269	11/14/16	01	ELEC SHORT FIX-ENG #1	1122005240		12/13/16	2,495.02
						INVOICE TOTAL:	2,495.02
90033	11/11/16	01	PRIMER PUMP FIX-TWR 1	1122005240		12/13/16	324.41
						INVOICE TOTAL:	324.41
90197	11/14/16	01	COOLANT LEAK FIX-AMB 3	4122008063		12/13/16	2,119.62
						INVOICE TOTAL:	2,119.62
						VENDOR TOTAL:	4,939.05
EDWAR EDWARD JONES							
PERP CARE DEP-11/16	11/28/16	01	PERPETUAL CARE DEPOSITS	4900002420		12/13/16	7,925.00
						INVOICE TOTAL:	7,925.00
						VENDOR TOTAL:	7,925.00
FAST FASTENAL COMPANY							
WIELK127602	11/21/16	01	COTTER PINS	1132105340		12/13/16	181.64
						INVOICE TOTAL:	181.64
						VENDOR TOTAL:	181.64

INVOICES DUE ON/BEFORE 12/13/2016

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

FELLO	FELLOW MORTALS INC						
REFUND 2016	12/04/16	01	FELLOW MORTALS-SEC DEP 12/3/16	4055102353		12/13/16	2,000.00
		02	FELLOW MORT-SETUP,SEC GRD 12/3	4055104674			-418.50
						INVOICE TOTAL:	1,581.50
						VENDOR TOTAL:	1,581.50
FIRSTS	FIRST SUPPLY LLC						
1449798	11/14/16	01	FLUSH VALVE-VETS PARK	1152015350		12/13/16	111.73
						INVOICE TOTAL:	111.73
						VENDOR TOTAL:	111.73
FORD	FORD OF LAKE GENEVA						
55159	11/01/16	01	OIL CHG,TIRE MOUNT-#205	1121005361		12/13/16	75.51
						INVOICE TOTAL:	75.51
55338	11/15/16	01	ANTENNA CABLE,OIL CHG-#206	1121005361		12/13/16	413.03
						INVOICE TOTAL:	413.03
						VENDOR TOTAL:	488.54
GENCODE	GENERAL CODE LLC						
PG000010421	11/22/16	01	CODE SUPPLEMENT #15	1114305218		12/13/16	2,812.05
						INVOICE TOTAL:	2,812.05
						VENDOR TOTAL:	2,812.05
GENON	GENEVA ONLINE INC						
1038840	12/01/16	01	EMAIL SVC-DEC	1112005221		12/13/16	2.00
						INVOICE TOTAL:	2.00
1038910	12/01/16	01	EMAIL SVC-DEC	1121005221		12/13/16	39.00
						INVOICE TOTAL:	39.00
						VENDOR TOTAL:	41.00

INVOICES DUE ON/BEFORE 12/13/2016

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

GRAYS	GRAYS INC						
33571	11/29/16	01	BLADES-PLOW TRUCKS	1132125351		12/13/16	1,126.60
						INVOICE TOTAL:	1,126.60
						VENDOR TOTAL:	1,126.60
HALLD	DAN HALL						
REIMB 11/30/16	11/30/16	01	MEALS-BUCKET TRUCK INSP	1132105331		12/13/16	62.42
		02	PARKING-BUCKET TRUCK INSP	1132105330			26.00
						INVOICE TOTAL:	88.42
						VENDOR TOTAL:	88.42
HEIN	HEIN ELECTRIC SUPPLY CO						
296794	11/21/16	01	LED PARTS-LITE FIX-COOK ST	1134105261		12/13/16	373.32
		02	DISCOUNT	1100004819			-7.32
						INVOICE TOTAL:	366.00
						VENDOR TOTAL:	366.00
HESTA	HE STARK AGENCY INC						
6089PARK-11/16	11/30/16	01	COLLECTION FEES-NOV	4234505216		12/13/16	221.36
						INVOICE TOTAL:	221.36
6089TAX-10/16	10/31/16	01	PP TAX COLLECT SHARE	1100004180		12/13/16	148.15
						INVOICE TOTAL:	148.15
						VENDOR TOTAL:	369.51
HOME	HOME DEPOT CREDIT SERVICES						
5297-11/16	11/21/16	01	AUTO DOOR OPENER	1152015350		12/13/16	198.00
						INVOICE TOTAL:	198.00
						VENDOR TOTAL:	198.00
HYDRAS	HYDRA SEAL						

INVOICES DUE ON/BEFORE 12/13/2016

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

HYDRAS	HYDRA SEAL						
54621	12/05/16	01	BOOM RAM FIX-TRK 21	1132105351		12/13/16	282.60
						INVOICE TOTAL:	282.60
						VENDOR TOTAL:	282.60
ISA	INT'L SOCIETY OF ARBORICULTURE						
166576-12/16	12/07/16	01	ISA-2017 DUES	1100001610		12/13/16	175.00
						INVOICE TOTAL:	175.00
						VENDOR TOTAL:	175.00
ITU	ITU ABSORB TECH INC						
6693648	11/17/16	01	MATS	1122005360		12/13/16	115.95
						INVOICE TOTAL:	115.95
6701528	12/02/16	01	MATS	1116105360		12/13/16	93.44
						INVOICE TOTAL:	93.44
						VENDOR TOTAL:	209.39
JAMES	JAMES IMAGING SYSTEMS INC						
712737	11/17/16	01	TOSH ES3555-NOV OVERAGE	1121005531		12/13/16	71.42
						INVOICE TOTAL:	71.42
712738	11/17/16	01	TOSH ES357-NOV OVERAGE	1121005531		12/13/16	44.91
						INVOICE TOTAL:	44.91
						VENDOR TOTAL:	116.33
JAMESI	JAMES IMAGING SYSTEMS INC						
19747611	11/24/16	01	TOSH ES2540-DEC	9900005532		12/13/16	321.93
						INVOICE TOTAL:	321.93
						VENDOR TOTAL:	321.93
JANIK	JANI-KING OF MILWAUKEE						

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

JANIK	JANI-KING OF MILWAUKEE						
MIL12160407	12/01/16	01	CLEANING-DEC	9900005360		12/13/16	1,083.00
						INVOICE TOTAL:	1,083.00
						VENDOR TOTAL:	1,083.00
JEFFE	JEFFERSON FIRE & SAFETY INC						
230065	09/16/16	01	CO DETECTORS	1122005830		12/13/16	554.46
						INVOICE TOTAL:	554.46
231358	10/31/16	01	FIRE WASH,WRENCHES	1122005800		12/13/16	60.00
						INVOICE TOTAL:	60.00
						VENDOR TOTAL:	614.46
JERRY	JERRY WILLKOMM INC						
226840	11/18/16	01	1500 GALS GAS	1132105341		12/13/16	2,953.50
						INVOICE TOTAL:	2,953.50
366137	09/13/16	01	MOTOR OIL-25 GALS	1132105341		12/13/16	38.00
						INVOICE TOTAL:	38.00
						VENDOR TOTAL:	2,991.50
JOHNS	JOHNS DISPOSAL SERVICE INC						
99795	12/06/16	01	DEC SVC	1136005294		12/13/16	26,847.24
		02	DEC SVC	1136005297			10,980.15
						INVOICE TOTAL:	37,827.39
						VENDOR TOTAL:	37,827.39
JOPA	JOPA, INC						
600	11/17/16	01	CRANE-RESET STATUE	4055205355		12/13/16	334.50
						INVOICE TOTAL:	334.50
						VENDOR TOTAL:	334.50

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
KAPUR KAPUR & ASSOCIATES, INC							
89299	11/22/16	01	OCT ENG-227 SLSD LOT	4234505870		12/13/16	652.00
						INVOICE TOTAL:	652.00
89400	11/30/16	01	OCT ENG-ZONING UPDATES	1130005216		12/13/16	240.00
						INVOICE TOTAL:	240.00
89401	11/30/16	01	GIS PROJECT MAY-OCT	4800005810		12/13/16	7,360.00
						INVOICE TOTAL:	7,360.00
89402	11/30/16	01	OCT ENG	4132101508		12/13/16	72.00
						INVOICE TOTAL:	72.00
						VENDOR TOTAL:	8,324.00
LABYR LABYRINTH HEALTHCARE GROUP							
31219	11/25/16	01	PATIENT CARE-DEC	1110205132		12/13/16	274.50
						INVOICE TOTAL:	274.50
						VENDOR TOTAL:	274.50
LAKESI LAKESIDE INTERNATIONAL LLC							
9402	11/14/16	01	PLOW TRK #123-16	5032005800	00000101	12/13/16	157,067.26
						INVOICE TOTAL:	157,067.26
9403	11/14/16	01	PLOW TRK #122-16	5032005800	00000101	12/13/16	157,067.26
						INVOICE TOTAL:	157,067.26
						VENDOR TOTAL:	314,134.52
LARK LARK UNIFORM OUTFITTERS INC							
232109	11/03/16	01	UNIFORM-NETTESHEIM	1121005138		12/13/16	313.50
						INVOICE TOTAL:	313.50
						VENDOR TOTAL:	313.50
LARRY LARRY'S TOWING & RECOVERY							

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LARRY LARRY'S TOWING & RECOVERY							
27870	11/25/16	01	TOWING-PONTIAC	1134105290		12/13/16	145.00
						INVOICE TOTAL:	145.00
27871	11/26/16	01	TOWING-NISSAN	1134105290		12/13/16	330.00
						INVOICE TOTAL:	330.00
						VENDOR TOTAL:	475.00
LGBID LAKE GENEVA BUSINESS							
REFUND 11/23	11/23/16	01	REF UNUSED BARR-OKTOBERFEST	1152004675		12/13/16	65.00
						INVOICE TOTAL:	65.00
						VENDOR TOTAL:	65.00
LGREG LAKE GENEVA REGIONAL NEWS							
1188213	11/03/16	01	LN-10/18 SPEC COUNCIL MIN	1110005314		12/13/16	58.08
						INVOICE TOTAL:	58.08
1188215	11/03/16	01	LN-10/10 COUNCIL MINUTES	1110005314		12/13/16	230.73
						INVOICE TOTAL:	230.73
1189348	11/17/16	01	LN-OAKFIRE PIP	1110005315		12/13/16	47.11
						INVOICE TOTAL:	47.11
1189359	11/17/16	01	LN-GMX REAL ESTATE PIP	1110005315		12/13/16	41.47
						INVOICE TOTAL:	41.47
1189368	11/17/16	01	LN-FISHER CUP	1110005315		12/13/16	44.85
						INVOICE TOTAL:	44.85
1189408	11/03/16	01	HW-B&Z ADMIN ASST	1124005399		12/13/16	55.80
						INVOICE TOTAL:	55.80
1191166	11/24/16	01	LN-10/24 COUNCIL MINUTES	1110005314		12/13/16	374.39
						INVOICE TOTAL:	374.39

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LGREG	LAKE GENEVA REGIONAL NEWS						
1191201	11/17/16	01	LN-SPRING ELECTION	1114305311		12/13/16	83.70
						INVOICE TOTAL:	83.70
						VENDOR TOTAL:	936.13
MALEK	MALEK & ASSOCIATES CONSULTANTS						
5511	11/04/16	01	PLAN REV-COVENANT HARBOR	1122005750		12/13/16	375.00
						INVOICE TOTAL:	375.00
5512	11/07/16	01	FA REV-LG TENNIS	1122005750		12/13/16	937.50
						INVOICE TOTAL:	937.50
5513	11/08/16	01	PLAN REV-LG TENNIS	1122005750		12/13/16	375.00
						INVOICE TOTAL:	375.00
5516	11/11/16	01	PLAN REV-WHITE TAIL BLDG	1122005750		12/13/16	235.00
						INVOICE TOTAL:	235.00
						VENDOR TOTAL:	1,922.50
MARED	MARED MECHANICAL						
100104	11/16/16	01	INSTALL ZONE VALVE	1122005241		12/13/16	986.07
						INVOICE TOTAL:	986.07
						VENDOR TOTAL:	986.07
MARTIN	MARTIN GROUP						
1207329	11/21/16	01	KONICA 20-NOV	1121005531		12/13/16	12.65
						INVOICE TOTAL:	12.65
						VENDOR TOTAL:	12.65
MIDST	MIDSTATE EQUIPMENT						
N15663	11/10/16	01	ESTIMATE TO FIX BLOWER	4800005351		12/13/16	47.00
						INVOICE TOTAL:	47.00
						VENDOR TOTAL:	47.00

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MLIC	SECURIAN FINANCIAL GROUP						
RE120616	12/01/16	31	LIFE INS-DEC LIFE ADJ	1124005134		12/13/16	-5.83
		32	LIFE INS-DEC LIFE ADJ	4234505134			-4.27
		33	LIFE INS-DEC LIFE ADJ	1100002134			9.00
		34	LIFE INS-DEC LIFE ADJ	1121005134			3.50
		35	LIFE INS-DEC LIFE ADJ	9900005134			-33.11
		36	LIFE INS-JAN	1100001610			1,818.51
						INVOICE TOTAL:	1,787.80
						VENDOR TOTAL:	1,787.80
MUNIC	MUNICIPAL SERVICES LLC						
201656	12/02/16	01	NOV SVCS	1124005219		12/13/16	327.75
						INVOICE TOTAL:	327.75
						VENDOR TOTAL:	327.75
MUTUA	MUTUAL OF OMAHA						
594507678	11/17/16	01	CEM DISABILITY-DEC	4800005137		12/13/16	29.16
		02	PKG DISABILITY-DEC	4234505137			16.81
		03	CH DISABILITY-DEC	1110205134			144.50
		04	LIB DISABILITY-DEC	9900005137			37.43
		05	PD DISABILITY-DEC	1110205134			570.62
		06	STR DISABILITY-DEC	1110205134			210.41
		07	UTIL DISABILITY-DEC	1100001634			81.57
		08	WTF DISABILITY-DEC	1100001634			94.35
						INVOICE TOTAL:	1,184.85
						VENDOR TOTAL:	1,184.85
NAPAE	ELKHORN NAPA AUTO PARTS						
56682	11/28/16	01	BATTERY-FORKLIFT #60,HYDFLUID	1132105351		12/13/16	181.03
						INVOICE TOTAL:	181.03
						VENDOR TOTAL:	181.03
NETHERY	JEFFREY NETHERY						

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NETHERY JEFFREY NETHERY							
REIMB 12/8	12/08/16	01	LUNCH-FED CRT TESTIFY	1121005331		12/13/16	7.51
		02	PARKING-FED CRT TESTIFY	1121005330			12.00
						INVOICE TOTAL:	19.51
						VENDOR TOTAL:	19.51
NORTH NORTHWIND PERENNIAL FARM							
8062	11/08/16	01	FALL CLEAN UP	9900005360		12/13/16	135.00
						INVOICE TOTAL:	135.00
						VENDOR TOTAL:	135.00
OFFICP OFFICE PRO INC							
236701-001	10/18/16	01	ENVELOPES,WIPES,CLIPS	9900005310		12/13/16	57.93
						INVOICE TOTAL:	57.93
						VENDOR TOTAL:	57.93
OTIS OTIS ELEVATOR COMPANY							
CMM04057C16	11/21/16	01	ELEV CONT DEC	4055205360		12/13/16	144.83
		02	ELEV CONT JAN-NOV	1100001610			1,593.13
						INVOICE TOTAL:	1,737.96
						VENDOR TOTAL:	1,737.96
PATS PATS SERVICES INC							
A-136015	11/29/16	01	PORT A POTTY SVC-NOV	4800005360		12/13/16	80.00
						INVOICE TOTAL:	80.00
						VENDOR TOTAL:	80.00
PAUL PAUL CONWAY SHIELDS INC							
393666-IN	11/14/16	01	HELMET SHIELD-CHIEF	1122005138		12/13/16	117.50
						INVOICE TOTAL:	117.50
						VENDOR TOTAL:	117.50

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

PCL	PETTY CASH - LIBRARY						
NOV 2016	11/30/16	01	USPS-RHINELANDER,WI	9900005312		12/13/16	2.48
		02	STAMPS	9900005312			16.92
		03	USPS-VIRGINIA BEACH,VA	9900005312			4.32
		04	STAMPS	9900005312			9.40
		05	USPS-LAKE GENEVA,WI	9900005312			9.20
		06	STAMPS	9900005312			18.80
		07	SIMPLE CAFE-LUNCH	9900005211			25.00
		08	GLUE	9900005310			5.22
						INVOICE TOTAL:	91.34
						VENDOR TOTAL:	91.34
PFI	PFI FASHIONS INC						
230121	08/17/16	01	EMBROIDERY-BIKE SHIRTS	1121005139		12/13/16	14.40
						INVOICE TOTAL:	14.40
231459	11/03/16	01	UNIFORM-RICHARDSON	1121005138		12/13/16	359.74
						INVOICE TOTAL:	359.74
231716	11/15/16	01	UNIFORM-GREETHAM	1121005139		12/13/16	11.40
		02	UNIFORM-NETTESHEIM	1121005138			7.60
						INVOICE TOTAL:	19.00
						VENDOR TOTAL:	393.14
PIGGLY	PIGGLY WIGGLY						
4337	11/09/16	01	CAKE-SWEARING IN	1122005399		12/13/16	42.99
						INVOICE TOTAL:	42.99
						VENDOR TOTAL:	42.99
PIRAN	PIRANHA PAPER SHREDDING LLC						
12490112816	11/28/16	01	SHREDDING SVC-NOV	1121005531		12/13/16	35.00
						INVOICE TOTAL:	35.00

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PIRAN PIRANHA PAPER SHREDDING LLC							
12491112816	11/28/16	01	SHREDDING SVC-DEC	1116105360		12/13/16	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	50.00
RAY RAY O'HERRON CO INC							
1661858-IN	11/03/16	01	UNIFORM-HINZPETER	1121005138		12/13/16	145.73
						INVOICE TOTAL:	145.73
						VENDOR TOTAL:	145.73
RECORD RECORDED BOOKS LLC							
75439565	11/15/16	01	ADULT CD	9900005414		12/13/16	6.95
						INVOICE TOTAL:	6.95
						VENDOR TOTAL:	6.95
RED RED THE UNIFORM TAILOR							
W64170	09/16/16	01	UNIF SHIRT-DERRICK	1122005138		12/13/16	49.99
						INVOICE TOTAL:	49.99
W64179	09/16/16	01	UNIF SHIRT-FISCHER	1122005138		12/13/16	49.99
						INVOICE TOTAL:	49.99
W64686	11/17/16	01	UNIF NAMEPLATE-CHIEF	1122005138		12/13/16	12.95
						INVOICE TOTAL:	12.95
W64845	11/07/16	01	UNIFORM-TIETZ	1121005138		12/13/16	399.86
						INVOICE TOTAL:	399.86
W64961	11/28/16	01	UNIFORM-SPOTZ	1121005138		12/13/16	762.57
						INVOICE TOTAL:	762.57
						VENDOR TOTAL:	1,275.36
RELIANT RELIANT FIRE APPARATUS INC							

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RELIANT RELIANT FIRE APPARATUS INC							
I16-16401	11/23/16	01	EMERGENCY LITES	1122005351		12/13/16	188.71
						INVOICE TOTAL:	188.71
						VENDOR TOTAL:	188.71
RHYME RHYME BUSINESS PRODUCTS							
AR107766	11/28/16	01	SHARP-NOV B&W	1116105531		12/13/16	90.93
		02	SHARP-NOV COLOR	1116105531			109.05
						INVOICE TOTAL:	199.98
						VENDOR TOTAL:	199.98
ROBER KEN ROBERS							
MILEAGE 11/16	11/30/16	01	NOV-303 MILES	1124005330		12/13/16	163.62
						INVOICE TOTAL:	163.62
						VENDOR TOTAL:	163.62
ROLLC LAKESHORE SOFTWARE DEVELOPMENT							
2017	12/07/16	01	ROLL CALL SUPPORT-2017	1100001610		12/13/16	684.00
						INVOICE TOTAL:	684.00
						VENDOR TOTAL:	684.00
ROTE ROTE OIL COMPANY							
1633300204	11/28/16	01	143.19 GALS DYED DIESEL	1132105341		12/13/16	250.43
						INVOICE TOTAL:	250.43
1633700412	12/02/16	01	331.4 GALS CLEAR DIESEL	1132105341		12/13/16	682.35
						INVOICE TOTAL:	682.35
1633700413	12/02/16	01	293.29 GALS DYED DIESEL	1132105341		12/13/16	512.97
						INVOICE TOTAL:	512.97
						VENDOR TOTAL:	1,445.75

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SCHEN SCHENCK BUSINESS SOLUTIONS							
SC10120983	11/30/16	01	TID INTERIM AUDIT	3400002110		12/13/16	1,300.00
						INVOICE TOTAL:	1,300.00
						VENDOR TOTAL:	1,300.00
SHI SHI COMPUTERS							
B05685688	10/27/16	01	EMAIL LICENSES	4122001427		12/13/16	2,839.00
		02	WINPRO UPGRADE	1122005450			121.02
						INVOICE TOTAL:	2,960.02
						VENDOR TOTAL:	2,960.02
SIGNA SIGNATURE SIGNS LLC							
4967	11/11/16	01	REPLACE GRAPHIC-#205	1121005361		12/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
SOMAR SOMAR TEK LLC/SOMAR ENTERPRISE							
100006	11/02/16	01	UNIFORM-DERRICK	1121005138		12/13/16	136.99
						INVOICE TOTAL:	136.99
						VENDOR TOTAL:	136.99
STAFF STAFFORD ROSENBAUM LLP							
1188240	11/17/16	01	PD PERSONNEL ISSUE	1113105214		12/13/16	2,450.00
						INVOICE TOTAL:	2,450.00
						VENDOR TOTAL:	2,450.00
T0001361 A&P FIRE SAFETY							
AP012	11/28/16	01	EXTINGUISHER RECHARGE	1121005342		12/13/16	25.00
						INVOICE TOTAL:	25.00
						VENDOR TOTAL:	25.00

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T0001363 AUSTIN J NEUHAUS							
REFUND	11/30/16	01	OVERPMT-NO TICKET FOUND	1112002428		12/13/16	20.00
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	20.00
T0001364 MICHAEL POCZATEK							
REFUND	11/30/16	01	CIT B345074-2	1112004510		12/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
T2SYS T2 SYSTEMS CANADA							
1504	07/15/16	01	IRIS FEES-AUG	4234505450		12/13/16	2,535.75
		02	IRIS FEES-AUG	4054105340			90.75
						INVOICE TOTAL:	2,626.50
7203	11/15/16	01	EXT BY PHONE-AUG	4234505221		12/13/16	419.50
						INVOICE TOTAL:	419.50
						VENDOR TOTAL:	3,046.00
TARGE TARGET							
REFUND 11/29	11/29/16	01	TARGET-BARRICADE 11/25/16	1100002353		12/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
TDELA TOWN OF DELAVAN							
WARRANT-BRANDENBERG	12/05/16	01	#Y/033393-3	1112002428		12/13/16	3,211.00
						INVOICE TOTAL:	3,211.00
						VENDOR TOTAL:	3,211.00
TIME TIME WARNER CABLE							
10404710897601-11/16	11/12/16	01	INTERNET SVC-NOV	1121005221		12/13/16	217.49
						INVOICE TOTAL:	217.49
						VENDOR TOTAL:	217.49

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TRANSC	TRANSCEDENT TECHNOLOGIES						
M773	11/25/16	01	TAX PROGRAM SUPPORT	1115105450		12/13/16	630.00
						INVOICE TOTAL:	630.00
						VENDOR TOTAL:	630.00
UNEMP	UNEMPLOYMENT INSURANCE						
8084640	11/30/16	01	UE-STREETS	1110005154		12/13/16	232.00
						INVOICE TOTAL:	232.00
						VENDOR TOTAL:	232.00
UNIQ	UNIQUE MANAGEMENT SERVICES INC						
436046	11/01/16	01	COLLECTION FEES-OCT	9900005510		12/13/16	80.55
						INVOICE TOTAL:	80.55
						VENDOR TOTAL:	80.55
UNITED	UNITED PUBLIC SAFETY INC						
43283	11/30/16	01	SHIPPING CHG-TICKET PAPER	4234505312		12/13/16	61.72
						INVOICE TOTAL:	61.72
						VENDOR TOTAL:	61.72
USCELL	US CELLULAR						
RE120616	11/12/16	01	HARBORMASTER CELL-NOV	4055105221		12/13/16	9.85
		02	MAYOR'S CELL-NOV	1116105221			247.71
		03	BLDG INSP CELL-NOV	1124005262			53.15
		05	CITY ADMIN CELL-NOV	1116105221			54.47
		07	BEACH CELL-NOV	4054105221			0.50
		08	PARKING MTR 1 CELL-NOV	4234505221			3.95
		09	PARKING MTR 2 CELL-NOV	4234505221			1.70
		10	CITY HALL CELL-NOV	1116105221			9.65
		12	PARKING SUPERVISOR-NOV	4234505221			45.65
		13	CEMETERY CELL-NOV	4800005221			19.50

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USCELL US CELLULAR							
RE120616	11/12/16	14	ST DIRECTOR CELL-NOV	1132105221		12/13/16	41.00
		15	ST FOREMAN CELL-NOV	1132105221			46.05
		16	PARKING MGR CELL-NOV	4234505221			46.09
		17	CITY CLERK CELL-NOV	1116105221			37.40
						INVOICE TOTAL:	616.67
						VENDOR TOTAL:	616.67
VISIT LAKE GENEVA CHAMBER							
REFUND	12/06/16	01	REF BARRICADES 12/3/16	1100002353		12/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
VON VON BRIESEN & ROPER SC							
223936	11/11/16	01	OPEN RECORDS CLASS	1100001391		12/13/16	2,086.94
						INVOICE TOTAL:	2,086.94
						VENDOR TOTAL:	2,086.94
WALCOD WALWORTH CO DRUG ENFORCEMENT							
126	11/08/16	01	DRUG TEST KITS	1121005380		12/13/16	143.00
						INVOICE TOTAL:	143.00
						VENDOR TOTAL:	143.00
WALCOT WALWORTH COUNTY TREASURER							
INV 64-246 11/16	11/30/16	01	COURT FINES-NOV 2016	1112002420		12/13/16	997.60
						INVOICE TOTAL:	997.60
PLAT BOOK-12/16	11/30/16	01	WALCO PLAT BOOK	9900005413		12/13/16	35.92
						INVOICE TOTAL:	35.92
						VENDOR TOTAL:	1,033.52
WALMA WALMART COMMUNITY							

INVOICES DUE ON/BEFORE 12/13/2016

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

WALMA WALMART COMMUNITY							
6368-11/16	11/07/16	01	WIPER FLUID,BLEACH,TRASH BAGS	1122005351		12/13/16	43.79
		02	CANDY, SOAP, STORAGE TUB,FRAME	1122005399			117.85
						INVOICE TOTAL:	161.64
						VENDOR TOTAL:	161.64
WIDOA WI DEPT OF ADMINISTRATION							
505-0000012660	11/17/16	01	LT EXAM	1121005411		12/13/16	175.00
						INVOICE TOTAL:	175.00
						VENDOR TOTAL:	175.00
WISC STATE OF WISCONSIN							
INV 64-246 11/16	11/30/16	01	COURT FINES-NOV 2016	1112002424		12/13/16	2,786.80
						INVOICE TOTAL:	2,786.80
						VENDOR TOTAL:	2,786.80
YARDD YARD DOGGS LLC							
1610	11/10/16	01	MOWING-OCT	1132105344		12/13/16	1,400.00
						INVOICE TOTAL:	1,400.00
						VENDOR TOTAL:	1,400.00
ZSCAPE Z-SCAPE LANDSCAPE & DESIGN							
5629	10/01/16	01	POND MAINT-SEP	1152005362		12/13/16	300.00
						INVOICE TOTAL:	300.00
5640	11/01/16	01	POND MAINT-OCT	1152005362		12/13/16	300.00
						INVOICE TOTAL:	300.00
5649	12/01/16	01	POND MAINT-NOV	1152005362		12/13/16	300.00
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	900.00
						TOTAL ALL INVOICES:	443,733.30