



REGULAR CITY COUNCIL MEETING
MONDAY, FEBRUARY 13, 2017 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Mayor Kupsik calls the meeting to order
2. Pledge of Allegiance – Alderman Kordus
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 January 23, 2017, 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 Class “A”/“Class A” Intoxicating Liquor and Fermented Malt Beverage License application filed by QuickNSave LLC d/b/a QuickNSave, 1231 Grant Street, Lake Geneva, Jatinder S. Dhillon, Agent, contingent upon payment of all outstanding liabilities and delinquencies with the City of Lake Geneva and wholesaler invoices, clearance of any Department of Revenue holds by all parties, and contingent upon SA Enterprises LLC d/b/a Quick N Save surrendering their license *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
 - b. Original Class “A”/“Class A” Intoxicating Liquor and Fermented Malt Beverage License application filed by ALDI Inc d/b/a ALDI #56, 200 N. Edwards Blvd, Lake Geneva, Beth Gehris, Agent, contingent upon payment of all outstanding liabilities and delinquencies with the City of Lake Geneva and wholesaler invoices, clearance of any Department of Revenue holds by all parties *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
 - c. Change of Agent application filed by Popeyes Galley & Grog, Ltd d/b/a Popeye’s Restaurant, 811 Wrigley Drive, Lake Geneva, to Veronica Anagnos, 1001 Wisconsin Street, Lake Geneva *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
 - d. Park Reservation Permit application filed by Lake Geneva Jaycees to use Seminary Park for the annual Jaycees Easter Egg Hunt on Saturday, April 15, 2017 from 8am to 12pm with request for waiver of \$105.00 Park Use Fee *(Recommended by the Board of Park Commissioners on Feb. 1, 2017. Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*

- e. Park Reservation Permit application filed by the Lake Geneva Jaycees to use Seminary and Flat Iron parks including Brunk Pavilion for the Venetian Festival on August 14 – 21, 2017 with payment of \$25.00 Application Fee and all other fees waived *(Recommended by the Board of Park Commissioners on Feb. 1, 2017. Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- f. Park Reservation Permit application filed by the Lake Geneva Jaycees to use Library Park on August 19 – 20, 2017 for the annual Arts and Crafts Fair and Jaycees Brat Stand with all fees waived *(Recommended by the Board of Park Commissioners on Feb. 1, 2017. Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- g. Street Use Permit application filed by the Lake Geneva Jaycees for the use and closure of Wrigley Dr. from Center St. to Broad St. for Venetian Festival on August 15 – 21, 2017 with payment of \$25.00 Application Fee and all other fees waived *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- h. Parking Stall Bag request filed by the Lake Geneva Jaycees for Venetian Festival to close Center Street Lot and the parking stalls on Center St. from the Alley South to Wrigley Dr. on August 14 – 21, 2017; and use of three parking spaces on either side of the East Walkway of Library Park on August 19 – 20, 2017 with payment of \$10.00 Administrative Fee and all other fees waived *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- i. Fireworks Permit application filed by the Lake Geneva Jaycees to be held on Sunday, August 20, 2017 *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- j. Temporary Class “B” License application submitted by the Lake Geneva Jaycees for the sale of fermented malt beverages August 15–21, 2017 in Flat Iron Park, 100 block of Center St. during the Venetian Festival *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- k. Original Massage Establishment application filed by Tiffany S. Square, LMT *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- l. Original 2016-2017 Operator’s (Bartender) License applications filed by Christine Anderson, Savannah Dettmann, Jessica Stola, Dana Trilla, Paul Wasyliw, and David Wingate *(Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*

10. Item(s) removed from the Consent Agenda

11. **Second reading of Ordinance 17-02** creating a City Tourism Commission

12. **Finance, License and Regulation Committee Recommendations – Alderman Kordus**

- a. Discussion/Action on City Administrator request for outside council on the pre-annexation agreement for Geneva Waterfront Inc. and Big Foot Holdings LLC (Geneva Inn) (Tax Key Nos. IL 1200004, IL 1200005C2, IL 1200005C, IL 1200005D, IL 1200005E)
- b. Riviera Beach Use application filed by Troy Nottestad for the Duffy Nottestad Fishing Derby on the beach and ice held on Saturday, February 25, 2017 from 9am to 2pm with setup on Friday evening with request for waiver of \$105.00 Beach Use Fee *(On Jan. 26, 2017 Piers, Harbors and Lakefront recommended to waive all fees except the \$25.00 application fee. On Feb. 7, 2017 Finance, License and Regulation Committee recommended to charge the 2016 fees of \$25.00 Application Fee, \$105.00 Beach Use Fee and Barricade Fee if requested; and use of the Sidewalk in front of Harry’s Café for a weigh station.)*
- c. Park Reservation Permit application filed by Geneva Lake Arts Foundation for the annual “Art in the Park” event at Flat Iron Park including rental of the Brunk Pavilion, from 10am to 5pm on Saturday, August 12 and 10am to 4pm on Sunday, August 13, 2017 *(Recommended by Board of Park Commissioners on Feb. 1, 2017. On Feb. 7, 2017 Finance, License and Regulation Committee recommended to approve with waiver of the \$500 Brunk Pavilion fee.)*

- d. Parking Stall Bag Request filed by Geneva Lake Arts Foundation for “Art in the Park” to reserve Center Street parking stalls 720-793, Center Street Lot parking stalls 978-1002 including 1 handicap spot, excluding stalls 728-730 on August 12-13, 2017 (96 stalls for 2 days) with request of remaining fee of \$1,960 to be waived *(On Feb. 7, 2017 Finance, License and Regulation Committee recommended to approve with waiver of \$1,960 parking fees.)*
- e. Street Use Permit application filed by Geneva Lake Arts Foundation to close Center Street from Main to Wrigley Drive on Saturday, August 12 from 6am to 9am and Sunday, August 13, 2017 from 6am to 9am and 4pm to 6pm for the annual “Art in the Park” event *(Recommended by Board of Park Commissioners on Feb. 1, 2017. Recommended by Finance, License and Regulation Committee on Feb. 7, 2017)*
- f. Beach Reservation Permit application filed by Sean Payne to use the Lake Geneva Beach September 8 – 10, 2017 from 6:00am to 8:00pm for the 8th Annual Masters Race with payment of \$25.00 Application Fee and all other fees waived *(Recommended by Piers, Harbors and Lakefront on Jan. 26, 2017. On Feb. 7, 2017 Finance, License and Regulation Committee recommended denial of the fee waiver.)*
- g. Discussion/Action on purchasing new modems for the Luke Meters *(Discussed at Public Works Committee on Nov. 10 and Dec. 8, 2016. On Feb. 7, 2017 Finance, License and Regulation recommended approval not to exceed the \$33,000 in the Parking Fund.)*
- h. Discussion/Action on setting a public hearing for adoption of the Joint Uniform Lake Law Ordinance *(On Feb. 7, 2017 FLR recommended a hearing date of March 27, 2017)*
- i. Discussion/Action on amending the Employee Compensation Policy Performance Rate for employees above the mid range pay scale from 50% to 75% *(Recommended by the Personnel Committee on Jan. 26, 2017 and Finance, License and Regulation Committee on Feb. 7, 2017)*
- j. Discussion/Action on a onetime \$250.00 pay adjustment for employees who have been with the City for more than 2 years and are above the mid level on the pay structure but below the maximum in their pay scale *(Recommended by the Personnel Committee on Jan. 26, 2017. On Feb. 7, 2017 Finance, License and Regulation recommended approval for full time employees.)*
- k. Discussion/Action on a \$100 per day holiday pay adjustment for Street Department employees who worked Christmas Day or New Year’s Day who did not get time and a half compensation *(Recommended by the Personnel Committee on Jan. 26, 2017. On Feb. 7, 2017 Finance, License and Regulation Committee recommended approval with the \$100 prorated per 8 hour day.)*
- l. Discussion/Action on **Resolution 17-R01**, amending the employee pay scales to include the Director of Public Works, Street Dept. Superintendent, Street Dept. Arborist/Lead, Street Dept. Lead, Senior Financial Analyst, and City Hall Office Assistant *(Recommended by the Personnel Committee on Jan. 26, 2017 and Finance, License and Regulation Committee on Feb. 7, 2017)*

13. Presentation of Accounts

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$19,466.65
- c. Regular Bills in the amount of \$146,872.41
(On Feb. 7, 2017 Finance, License and Regulation Committee recommended to remove the \$25,000 first quarter payment to Visit Lake Geneva as the agreement may have changed with the new Tourism Commission)

14. Mayoral Appointments. (none)

15. Closed Session

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding employee contracts, pay, and benefits for:

- a. City Clerk Waswo
- b. Assistant Police Chief Reuss

16. Open Session

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

17. 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.

2/10/2017 5:19pm

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

**REGULAR CITY COUNCIL MEETING
MONDAY, JANUARY 23, 2017 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 7:01 p.m.

The Pledge of Allegiance was led by Alderman Skates

Roll Call. Present: Mayor Kupsik, Aldermen Chappell, Skates, Kordus, Flower, Gelting, Hedlund, Howell. Absent (excused): Ald. Horne. Also Present: City Attorney Draper, City Administrator Oborn, Director of Public Works Earle, Police Chief Rasmussen, and City Clerk Waswo.

Awards, Presentations, and Proclamations. None.

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.

Darien Schaeffer, VISIT Lake Geneva, rescinded his support of the ordinance creating a City Tourism Commission. He listed a number of reasons why VISIT Lake Geneva cannot support the ordinance the way it currently is written.

Kevin Fleming, 1032 Wisconsin Street, spoke on his support of the City Tourism Commission.

Dick Malmin, N1991 S. Lakeshore Drive, spoke on the drone for the Police Department. He warned that although drones seem to be play toys and have the potential for surveillance and rescue, they don't compare to the potential danger in terms of surveillance and weaponry.

Ryan Stelzer, 215 Sky Line Drive, stated his support for the Manning Way Park and playground.

Teresa Geise, 528 Sage Street, commented the drone the Police Department will be receiving is nothing compared to what is already in the sky. The drone will be used to help people.

Acknowledgement of Correspondence.

City Clerk Waswo stated the City of Lake Geneva received 24 emails and a petition with 46 signatures in support of the proposed recreational trails in the Center Street Park.

Ms. Waswo added The City of Lake Geneva is providing a free shuttle bus during Winterfest on Feb. 4th and 5th from 8:00am to 8:00pm. Parking and pick up will be at Home Depot and Veterans Park with downtown drop off at US Bank.

Approval of Minutes. Kordus/Gelting motion to approve the Regular City Council Meeting minutes of January 9, 2017, as prepared and distributed. Motion carried 7 to 0.

Kordus/Skates motion to suspend the rules and bring up item 12.a. Motion carried 6 to 1 with Ald. Chappell voting "no."

Discussion/Action on acceptance of donation of money from the Lions Club for the purchase of a drone for the Police Department

Kordus/Gelting motion to approve the acceptance of the donation of money from the Lions Club for the purchase of a drone for the Police Department. City Administrator Oborn stated the Police and Fire Commission have accepted the donation. Police Chief Rasmussen explained there will be strict policies on what the drone will be used for. The biggest goal is search and rescue, and will work with surrounding communities if they have the same situations. A person has to be licensed to fly a drone through the FAA. Two pilots will be licenses in the Police Department and two from the Fire

Department. Ald. Gelting inquired if the City can enact ordinances stricter than the FAA regulations. City Attorney Draper will look into it further.

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

Kordus/Skates motion to suspend the rules and allow the lion’s club to make the check presentation. Motion carried 6 to 1 with Ald. Chappell voting “no.”

The Lake Geneva Lions Club presented a check for the Lake Geneva Lions Eye in the Sky drone.

Consent Agenda

Original Class “A”/“Class A” Intoxicating Liquor and Fermented Malt Beverage License application filed by Maya Geneva Inc d/b/a Maya Geneva Inc, 605 Williams Street, Lake Geneva, E. Thomas Kaczmarek, Agent, contingent upon payment of all outstanding liabilities and delinquencies with the City of Lake Geneva and wholesaler invoices, clearance of any Department of Revenue holds by all parties, and contingent upon Gaur Enterprises d/b/a GT66 surrendering their license

Temporary Operator License application filed by Matthew Sobacki on behalf of the Lake Geneva Symphony Orchestra for the Lake Geneva Symphony Orchestra “The Roaring 20s” Gala on February 11, 2017

Renewal 2016-2017 Operator’s (Bartender) License application filed by Roxanne Smith

Original 2016-2017 Operator’s (Bartender) License applications filed by Shika Dadhwal and Kimberly Helmer

Howell/Kordus motion to approve.

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

Items removed from the Consent Agenda. None.

Second reading of Ordinance 17-01 amending the City Council meeting time from 7:00pm to 6:00pm beginning February 1, 2017. Kordus/Gelting motion to approve. City Administrator Oborn stated the Finance, License and Regulation will be Tuesday, February 7 at 6:00pm and the next Council meeting will be February 13 at 6:00pm.

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

Finance, License and Regulation Committee Recommendations – Alderman Kordus

Discussion/Action on Capital Projects including 2017-2019 Projects with funding from 2017 Borrowing and/or other sources. Kordus/Howell motion to approve the capital projects for the cost of \$3,010,665. City Administrator Oborn reviewed and explained the capital projects. Ald. Kordus endorses the approval of the list but doesn’t feel every item is justifiable. Ald. Gelting feels a lot of the building needs capital items are out there. He asked if they are based on a guess or has anyone looked to see dates when work or updates have been done. Mr. Oborn stated it is a little of both. Some of the items are fairly solid but when projecting 4 to 6 years out, it could slide up or down a year or two. Some of the items need more vetting and work as a placeholder. The Riviera is not on the list as it will be funded out of lakefront. Ald. Chappell asked if they have to commit to everything on the list. Mayor Kupsik said no. Ms. Chappell asked if we generally borrow money to build new parks. Ald. Skates said in regards to Manning Way the Park Board cashed out their impact fees. There hasn’t been a new park since Rushwood. Center Street Park is about 40 acres of woods. A local organization, the Treadheads, has come forward and wants to help. We are looking for minor funding for a parking lot, port-a-potties and getting a survey. It’s been well received and he thinks it would be a nice, low cost addition to our parks.

Ald. Flower asked what the plan would be for alleys and parking lots as well as computers and software. Mr. Oborn stated the computers are in the equipment replacement fund. This is a 10 year borrowing, so you want to have the life of the asset to be longer than the borrowing terms.

Director of Public Works Earle explained the parking lots and alleys. Alleys are on the list, but historically the Council has not wanted to put a lot of money into the alleys due to our road conditions. We do have an alley on the list at this time. Parking lots are on an 'as needed' basis. Mr. Kordus stated there is a list available as part of the Public Works meeting. Ms. Flower questioned the 20 to 21 capital projects, Edwards Blvd and Oak Hill Cemetery Roads. She wondered why they weren't rolled into the \$750,000 per year. Mr. Earle stated the bypass is in need of repairs now. Ald. Hedlund said it appears expenses will be rising 10% a year for the next five years. He thinks that needs to be taken into consideration when looking at the list. Ms. Flower said a big chunk of this increase is because we are doubling up roads. She feels the \$750,000 is not the right number. We should include everything and divide it out. Mayor Kupsik added this is what we actually need to keep up.

Mr. Oborn went over the capital projects financing. He proposes the Council authorize the City Administrator to start the process of working with the state fund for needed capital borrowing. Ald. Gelting said the City could consolidate the bonds. Mr. Oborn answered the City would need help refinancing and suggested a financial advisor. One reason why he likes the state fund is because there is no prepayment penalty and there is flexibility. If he did the state fund, he would borrow 3 years in a row. Mr. Oborn is looking for direction on how the Council wants it structured. Mr. Gelting encouraged Mr. Oborn to look at multiple bids and bonds. The possibility of a draw note in the private sector with a bank loan is likely there if we go to bid. There would most likely be bids where we wouldn't have to draw all of the money in the first year. Mayor Kupsik would like to shop around and find the best possible method to borrow and benefit the City and taxpayers.

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

It was noted the Council would like to instruct the City Administrator to come back with options on financing.

First reading of Ordinance 17-02 creating a City Tourism Commission

Discussion/Action on Shad Branen - WIN Properties, LLC TIF4 Escrow Draw Request No 4 for \$291,883.46

Kordus/Howell motion to approve.

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

Discussion/Action on Payne and Dolan payment request No 5A for the 2016 Street and Utility Improvement Project for \$15,112.69 and corresponding change order in the amount of \$29,830.40

Kordus/Gelting motion to approve. Mr. Oborn stated the change order of \$14,005.40 is due to volume increases for aggregate and asphalt. The rest of the \$15,825.00 is related to utilities for sewer manholes and will be billed to the Utility.

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

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Kordus/Gelting motion to approve Prepaid Bills in the amount of \$20,757.07

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

Kordus/Gelting motion to approve Regular Bills in the amount of \$261,905.21

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

Mayoral Appointments. None.

Adjournment. Kordus/Skates motion to adjourn at 8:25pm. Motion carried 7 to 0.

/s/ Sabrina Waswo, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning Feb. 28 20 17 ;
ending JUNE 30TH 20 17

TO THE GOVERNING BODY of the: Town of
 Village of } LAKE GENEVA
 City of

County of WALWORTH Aldermanic Dist. No. _____ (if required by ordinance)

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): QUICK N SAVE LLC
DHILLON, JATINDER, SINGH

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

	Title	Name	Home Address	Post Office & Zip Code
Resident/Member	<u>OWNER</u>	<u>JATINDER S DHILLON</u>	<u>9879 W SAINT STEPHAN DR</u>	<u>FRANKLIN</u>
Vice President/Member				
Secretary/Member				
Treasurer/Member				
Agent		<u>JATINDER S DHILLON</u>		
Directors/Managers				

3. Trade Name QUICK N SAVE Business Phone Number 762-757-5537
4. Address of Premises 1231 GRANT ST Post Office & Zip Code LAKE GENEVA 53147

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 2011 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) BACK ROOM (OFFICE) / FRONT BY COUNTEK

10. Legal description (omit if street address is given above):
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? SA ENTERPRISE

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? [phone 1-800-937-8864] Yes No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. Yes No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 26 day of January, 20 17

Sabrina M. Wano
(Clerk/Notary Public)

J S Dhillon
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

My commission expires 7/20/2019

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>1/26/19</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

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

To the governing body of: Town Village of LAKE GENEVA County of WALWORTH
 City

The undersigned duly authorized officer(s)/members/managers of QUICK N SAVE
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as QUICK N SAVE

located at 1231 GRANT ST LAKE GENEVA WI 53146
(trade name)

appoints JATINDER S DHILLON
(name of appointed agent)

9879 W Saint Stephen Dr Franklin WI 53146
(home address of appointed agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 15

Place of residence last year 1173 HIDDEN CREEK LN Burlington WI 53105

For: QUICK N SAVE
(name of corporation/organization/limited liability company)

By: JS Dhillon
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, JATINDER S DHILLON, hereby accept this appointment as agent for the
(print/type agent's name)

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

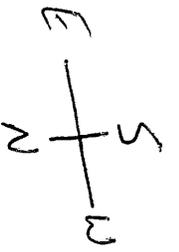
JS Dhillon 01/26/17 Agent's age _____
(signature of agent) (date)

9879 W Saint Stephen Dr Date of birth _____
(home address of agent)

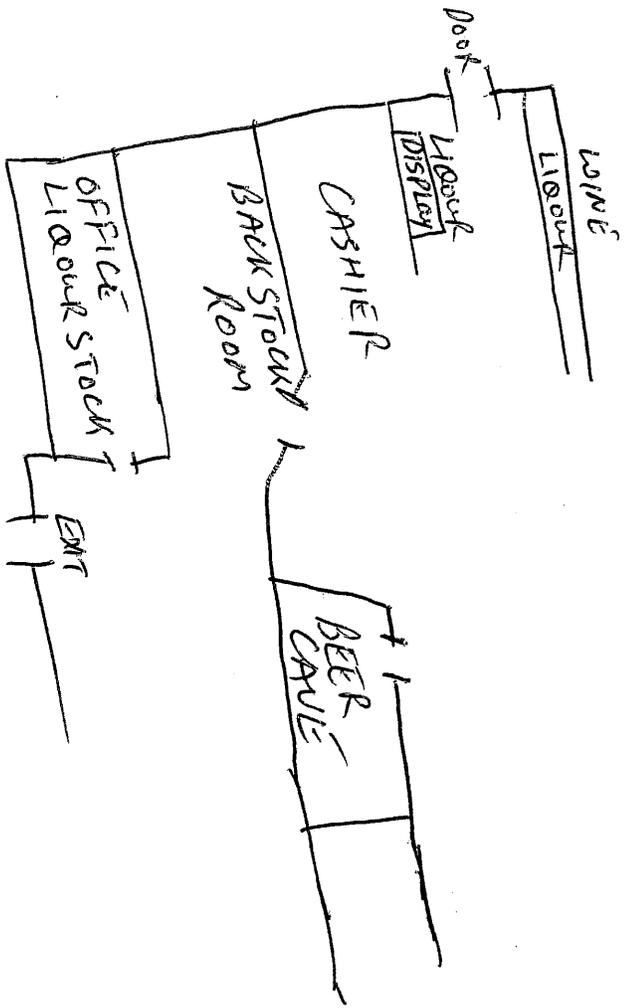
**APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
 (Clerk cannot sign on behalf of Municipal Official)**

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

Approved on 2-1-17 by [Signature] Title Chief of Police
(date) (signature of proper local official) (town chair, village president, police chief)



QUICK N SAVE
1231 CRAWFORD ST



ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning MARCH 17 20 17
ending JULY 01 20 16 ;
JUNE 30 20 17

TO THE GOVERNING BODY of the: Town of } LAKE GENEVA
 Village of }
 City of }

County of WALWORTH Aldermanic Dist. No. _____ (if required by ordinance)

- 1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
- CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): ALDI INC. (WISCONSIN)

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

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>CHARLES YOUNGSTROM</u>	<u>4000 WINBERIE AVE, NAPERVILLE IL</u>	<u>60569</u>
Vice President/Member	<u>N/A</u>		
Secretary/Member	<u>TERRY PFORTULLER</u>	<u>40W657 PRAIRIE CROSSING, ELGIN IL</u>	<u>60124</u>
Treasurer/Member	<u>TERRY PFORTULLER</u>	<u>40W657 PRAIRIE CROSSING, ELGIN IL</u>	<u>60124</u>
Agent	<u>BETH GEHRIS</u>	<u>W1232 ARBUTUS RD, GENDACITY WI</u>	<u>53128</u>
Directors/Managers	<u>BETH GEHRIS</u>	<u>W1232 ARBUTUS RD, GENDACITY WI</u>	<u>53128</u>

3. Trade Name ALDI #56 Business Phone Number _____

4. Address of Premises 200 N. EDWARDS BLVD, LAKE GENEVA Post Office & Zip Code 53147

- 5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
- 6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
- 7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
- 8. (a) Corporate/limited liability company applicants only: Insert state WI and date 12/2/86 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) SALES FLOOR + BACKROOM

10. Legal description (omit if street address is given above): SINGLE STORY GROCERY STORE

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? N/A

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No

13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]. Yes No

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

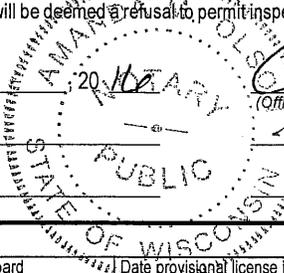
READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 28th day of December 2017

Amanda M Olson
(Clerk/Notary Public)

My commission expires 01/14/20



Charles Youngstrom
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

Terry Pfortuller
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>1/16/17</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

LICENSE REQUESTED		
TYPE		FEE
<input checked="" type="checkbox"/> Class A beer	33.42	\$ <u>82.68</u>
<input type="checkbox"/> Class B beer		\$
<input type="checkbox"/> Class C wine		\$
<input checked="" type="checkbox"/> Class A liquor	167.12	\$ <u>419.22</u>
<input type="checkbox"/> Class B liquor		\$
<input type="checkbox"/> Reserve Class B liquor		\$
<input type="checkbox"/> Class B (wine only) winery		\$
Publication fee		\$ <u>25.00</u>
TOTAL FEE	225.54	\$ <u>526.84</u>

EFFECTIVE 3/1/17

OAK
56

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

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

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

The undersigned duly authorized officer(s)/members/managers of Aldi Inc. (Wisconsin)
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Aldi #56
(trade name)

located at 200 N. Edwards Blvd, Lake Geneva, WI 53147

appoints Beth Gehris
(name of appointed agent)
W1232 ARBUTUS RD GENOA CITY WI 53128
(home address of appointed agent)

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

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

Is applicant agent subject to completion of the responsible beverage server training course? Yes No
How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 11 years

Place of residence last year W1232 ARBUTUS RD GENOA CITY WI 53128

For: Aldi Inc. (Wisconsin)
(name of corporation/organization/limited liability company)
By: *Charles J. ...*
(signature of Officer/Member/Manager)
And: *Wendy E. Hall*
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Beth Gehris, hereby accept this appointment as agent for the
(print/type agent's name)

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

Beth Gehris 11 DEC 2016 Agent's age: _____
(signature of agent) (date)
W1232 ARBUTUS RD GENOA CITY WI 53128 Date of birth: _____
(home address of agent)

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

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

Approved on 1-17-17 by *[Signature]* Title *[Signature]*
(date) (signature of proper local official) (town chair, village president, police chief)



811 Wrigley Dr.
P.O. Box 1117
Lake Geneva, WI 53147

January 27, 2017

City Of Lake Geneva
Lake Geneva, WI 53147

To Whom It May Concern,

We are requesting a change of Agent of Record for our Liquor License. Enclosed please find the necessary paperwork to change our Agent of Record to Veronica Anagnos, owner of Popeye's Galley & Grog, Ltd. Mrs. Anagnos has previously held this position for the restaurant. If you have any questions please feel free to contact me.

Sincerely,

Marianne Goodfellow
VP Operations/Comptroller
Popeye's Galley & Grog, Ltd.
811 Wrigley Dr.
Lake Geneva, WI 53147
262-248-4381 x113

Phone: 262-248-4381
Fax: 262-248-4401
popeyes@popeyeslkg.com

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

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

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

The undersigned duly authorized officer(s)/members/managers of Popeyes Galley & Grog, Ltd.
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Popeyes Restaurant
(trade name)

located at 811 Wrigley Dr. Lake Geneva WI 53147

appoints Veronica Anagnos
(name of appointed agent)
1001 Wisconsin St. Lake Geneva WI 53147
(home address of appointed agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 50 years

Place of residence last year LAKE GENEVA, WISCONSIN

For: Popeyes Galley & Grog, Ltd
(name of corporation/organization/limited liability company)

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

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Veronica Anagnos, hereby accept this appointment as agent for the
(print/type agent's name)

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

Veronica Anagnos 1-26-17 Agent's age _____
(signature of agent) (date)
1001 Wisconsin St. Lake Geneva WI 53147 Date of birth _____
(home address of agent)

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

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

Approved on 02/01/2017 by [Signature] Title Chief of Police
(date) (signature of proper local official) (town chair, village president, police chief)

AT-107a: SCHEDULE FOR SUCCESSOR OF AGENT

If there is a change in agent, each club, corporation, or limited liability company who holds a retail permit to sell fermented malt beverages and/or intoxicating liquor must appoint a successor agent pursuant to sec. 125.04(6), Wis. Stats. There is a \$10 change in agent processing fee due with this form. The following questions must be answered by the Agent. The appointment must be signed by the President and Secretary or members of limited liability company. The appointment must be approved by the licensing authority.

Lake Geneva City Wisconsin 1-26 20 17
(Municipality) (Date)

1. Name of agent Veronica Anagnos

- Yes No
- 2. Are you of legal drinking age?
 - 3. Have you been a resident of Wisconsin for at least 90 continuous days prior to the date of appointment as agent?
 - 4. Have you ever been convicted of a federal law violation?
 - 5. Have you ever been convicted of a State law violation?
 - 6. Have you ever been convicted of a Local ordinance violation?
 - 7. Have you completed the required responsible beverage server program per sec. 125.04(5)(a)5, Wis. Stats.?

UNDER PENALTY OF LAW, I declare that all of the above information is true and correct to the best of my knowledge and belief.

Veronica Anagnos
(Signature of Agent)

1001 Wisconsin St. Lake Geneva WI 53147
(Address)

SUCCESSOR AGENT

The undersigned appoints Veronica Anagnos as agent in accordance with sec. 125.04(6), Wis. Stats.

Name of Permittee Dimitrios Anagnos

Date 1-26 20 17

By [Signature]
(Signature of President/Member)

(Signature of Secretary/Member)

I hereby accept appointment as agent for Popeyes Galley & Grog, Ltd. and assume full responsibility or the conduct of the business relative to fermented malt beverages and intoxicating liquors.

Date 1-26 20 17

Veronica Anagnos
(Signature of Agent)

THE AGENT APPOINTED ABOVE MUST BE APPROVED BY THE LICENSING AUTHORITY TO BE EFFECTIVE. (See sec. 125.04(6), Wis. Stats.)

(Municipality) WI _____ 20____
(Date)

(Signature of Official)

(Title)

CITY OF LAKE GENEVA

EVENT PERMIT APPLICATION



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

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

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

Section II - Applicant Information

1. Applicant Name: Joe Chambers Date of Application: 1-5-17
2. Organization Name: Lake Geneva Jaycees
3. Organization Type: For Profit Non-Profit (501(c), _____, Tax ID: _____
4. Mailing Address: PO Box 411
5. City, State, Zip: Lake Geneva, WI 53147
6. Phone: _____ E-mail: _____
7. Applicant's Drivers License #: _____ State license issued: _____
8. Are you applying as a resident of the City of Lake Geneva? Yes No
If yes, proof of residency must be attached.

Section III - Event Information

1. Title of Event: Easter Egg Hunt
2. Date(s) of Event: 4-15-17
3. Location(s) of Event: Seminary Park, Lake Geneva, WI
4. Hours: _____ 8 a.m. _____ 12 p.m. (Noon) _____
Start Time End Time

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

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

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 1,000

10. Basis for Estimate: Experience from prior years

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

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

12. Will there be any animals? Yes No

If yes, what type and how many: _____

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

Easter Egg hunt for kids ages 0-11. All families are welcome to come and enjoy. There will be an Easter Bunny for families and kids to take photos with.

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

Jaycee members will handle any and all set up and clean up for the event.

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

Jaycee members will handle security need to handle the event.

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

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

17. Will your event include the sale of beer and/or wine? Yes No

If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise? Yes No

If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

Section IV - Street Use

Check if this section does not apply.

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

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

Date(s) of use: _____

Total Number of Stalls Request: _____

Stall Number(s) and Location: _____

Additional Information:

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

Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).

- Electricity Explain: _____
- Water Explain: _____
- Traffic Control Explain: _____
- Police Services Explain: 1 squad to sound siren to start easter egg hunt
- Fire/EMS Services Explain: _____
- Other Explain: _____

Section V- Fees

Application and Permit Fees		Unit Fee			Applicable Fee
Parade Permit					
Application Fee		\$25.00			_____
Street Use Permit					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
Parking Stall Bag Request					
Administrative Fee		\$10.00			_____
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	_____
November 15 - February 29	\$10.00	x	_____	x _____ =	_____
Park Reservation Permit					
Application Fee		\$25.00			<u>25</u>
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less		\$50.00			_____
50-149 Attendees		\$100.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Non-Resident					
49 Attendees or Less		\$100.00			_____
50-149 Attendees		\$150.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Park Reservation Fees - Per Location, Per Day					
Non-Profit or Resident					
49 Attendees or Less	\$30.00	x	_____	x _____ =	_____
50-149 Attendees	\$55.00	x	_____	x _____ =	_____
150 or more Attendees	\$105.00	x	_____	x _____ =	_____
Non-Resident					
49 Attendees or Less	\$75.00	x	_____	x _____ =	_____
50-149 Attendees	\$125.00	x	_____	x _____ =	_____
150 or more Attendees	\$225.00	x	_____	x _____ =	_____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00			# of Days	x _____ = _____
Non-Resident	\$500.00			# of Days	x _____ = _____
Additional Park Amenities					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each		x _____ +	\$50.00 =	_____
Picnic Tables	\$15.00 each		x _____ +	\$50.00 =	_____
Barricades	\$5.00 each		x _____ +	\$50.00 =	_____
Trash Receptacles	\$8.00 each		x _____ +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each		x _____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					Subtotal: \$ <u>0</u>

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

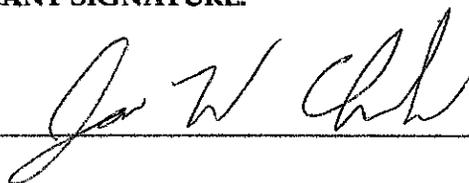
Total PAID with Application: \$ 0

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:



DATE: 1-5-17

For Office Use Only

Date Filed with Clerk: 1/5/17 Payment with Application: \$ 25.00 Receipt: C170105-2

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

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

Additional fees or deposit: _____

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

Additional fees or deposit: _____

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

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]
Additional services needed: no sign requested

Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: _____
Additional services needed: _____

Additional fees or deposit: _____

Committee/Council review (all that apply):

Park Board: Meeting Date(s): 2/1/2017 Approved Denied
Reasons/Conditions: _____

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

Council: Meeting Date(s): _____ Approved Denied
Reasons/Conditions: _____

Clerk's Office Completion:

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

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

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

Reason withheld: _____

Fees

The City of Lake Geneva has generously waived fees above the application/admin fees in the past and we respectfully make that request again. The money raised at this event is used to facilitate projects and donations that benefit the City of Lake Geneva, its citizens, and many area non-profit groups. Any fees incurred would reduce dollar for dollar money available to support our community. The Lake Geneva Jaycees, in the last 5 years, have provided over 150 separate donations to more than 50 organizations to help improve our community including providing hundreds of pounds of food to the Lake Geneva Food Pantry and WC Food Pantry, providing clothes and toys to more than 130 children during Christmas, and contributing to organizations such as the local Special Olympics chapter, Badger workout club, and side by side among many other projects. In addition to providing monetary donations, the Jaycees contribute thousands of hours of time back to the community through various events such as Christmas Caroling, Punt Pass and Kick, the annual Easter Egg Hunt, and helping direct the annual Lake Geneva Christmas Parade. We appreciate your consideration for the waiver of fees to help us continue to support the projects and organizations that make our community a great place to live.

Thank you for your consideration.

Sincerely,



Ryan Stelzer
Lake Geneva Jaycees
Venetian Festival Chairman

Jaycees Easter Egg Hunt

Established 1995

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017 Fees Paid</u>	<u>2017 Potential Fees</u>
<u>Park Rental</u>							
Park Security Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Determined by Park Board
Park Application Fee	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Park Use Fee	\$ -	\$ -	\$ -	\$ 105.00	\$ -	\$ -	\$ 105.00
TOTAL	\$ 25.00	\$ 25.00	\$ 25.00	\$ 130.00	\$ 25.00	\$ 25.00	\$ 130.00

CITY OF LAKE GENEVA

EVENT PERMIT APPLICATION



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

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

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

Section II - Applicant Information

1. Applicant Name: Ryan Stelzer Date of Application: 1-4-17
2. Organization Name: Lake Geneva Jaycees
3. Organization Type: For Profit Non-Profit (501(c),____) Tax ID: _____
4. Mailing Address: PO Box 411
5. City, State, Zip: Lake Geneva, WI 53147
6. Phone: _____ E-mail: _____
7. Applicant's Drivers License #: _____ State license issued: _____
8. Are you applying as a resident of the City of Lake Geneva? Yes No
If yes, proof of residency must be attached.

Section III - Event Information

1. Title of Event: Venetian Festival
2. Date(s) of Event: August 16-20, 2017. Permit August 14-21 to allow for set-up/clean-up
3. Location(s) of Event: Flat Iron, Library, and Seminary Park
4. Hours: 6 am August 14, 2017 11:59pm August 21, 2017

Start Time

End Time

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

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

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 20,000

10. Basis for Estimate: Prior years

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

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

Two tents in Flat Iron Park parking lot. 40x80 and 20x30. Two additional 15x15 tents in Flat Iron park provided

for non-profit food booths by rental company. AAA tentmasters.

12. Will there be any animals? Yes No

If yes, what type and how many: _____

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

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

15. Description of plan for providing event security (if applicable):
Refer to attached sheet

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

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

17. Will your event include the sale of beer and/or wine? Yes No

If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise? Yes No

If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

Section IV - Street Use

Check if this section does not apply.

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

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

Date(s) of use: _____

Total Number of Stalls Request: _____

Stall Number(s) and Location: _____

Additional Information:
Refer to attached sheet

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

Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).

- Electricity Explain: Flat Iron and Seminary for 14-21. Library 19-20
- Water Explain: Meter by Street Dept for Carnival
- Traffic Control Explain: Sunday by boat launch for ski show
- Police Services Explain: General Patrol, bagging meters, barricades, clearing beach on Sunday
- Fire/EMS Services Explain: Fireworks loading/unloading
- Other Explain: Streets Dept-delivery of concrete blocks, close wrigley

Section V- Fees

Application and Permit Fees		Unit Fee			Applicable Fee
Parade Permit					
Application Fee		\$25.00			_____
Street Use Permit					
Application Fee		\$25.00			<u>25</u>
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
Parking Stall Bag Request					
Administrative Fee		\$10.00			<u>10</u>
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	_____
November 15 - February 29	\$10.00	x	_____	x _____ =	_____
Park Reservation Permit					
Application Fee		\$25.00			<u>25</u>
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less		\$50.00			_____
50-149 Attendees		\$100.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Non-Resident					
49 Attendees or Less		\$100.00			_____
50-149 Attendees		\$150.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Park Reservation Fees - Per Location, Per Day					
Non-Profit or Resident					
49 Attendees or Less	\$30.00	x	# of Parks _____	x # of Days _____ =	_____
50-149 Attendees	\$55.00	x	_____	x _____ =	_____
150 or more Attendees	\$105.00	x	_____	x _____ =	_____
Non-Resident					
49 Attendees or Less	\$75.00	x	_____	x _____ =	_____
50-149 Attendees	\$125.00	x	_____	x _____ =	_____
150 or more Attendees	\$225.00	x	_____	x _____ =	_____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00			x # of Days _____ =	_____
Non-Resident	\$500.00			x _____ =	_____
Additional Park Amenities					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each		x <u>20</u> +	\$50.00 =	_____
Picnic Tables	\$15.00 each		x <u>10</u> +	\$50.00 =	_____
Barricades	\$5.00 each		x <u>All</u> +	\$50.00 =	_____
Trash Receptacles	\$8.00 each		x <u>20</u> +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each		x _____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					Subtotal: \$ _____

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

Total PAID with Application: \$ _____

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:



DATE: 1-4-17

For Office Use Only

Date filed with Clerk: 1/5/17 Payment with Application: \$ 60.00 Receipt: C170105-0

Additional Fees Collected: \$ Receipt #

Departmental review (all that apply):

Police Chief: Approved Denied Signed: [Signature]

Additional services needed:

Additional fees or deposit:

Fire Chief: Approved Denied Signed: [Signature]

Additional services needed:

Additional fees or deposit:

Street Dept: Approved Denied Signed: [Signature]

Additional services needed:

Additional fees or deposit:

Parking Dept: Approved Denied Signed: [Signature]

Additional services needed:

Additional fees or deposit:

Parks, Harbors & Lakefront: Approved Denied Signed:

Additional services needed:

Additional fees or deposit:

Commission/Council review (all that apply):

Park Board Meeting Date: 2/1/2017 Approved Denied

Reasons/Conditions:

Finance, License & Regulatory Meeting Date: Approved Denied

Reasons/Conditions:

Council Meeting Date: Approved Denied

Reasons/Conditions:

Clerk's Office Completion:

Total Adult Fee/Deposit to be collected: \$ Receipt #

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

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

Reason withheld:

Park Board Members and Lake Geneva City Council:

Event Information

13. The Lake Geneva Jaycees respectively request the use of Flat Iron, Seminary and Library Park for the 2017 Venetian Festival. Flat Iron and Seminary Parks are needed August 14th – August 21st with the festival running the 16th – 20th. Library Park would be needed August 19th and 20th. Activities in the parks will be consistent with previous years. Flat Iron Park will include a carnival, food booths sponsored by local civic organizations, main stage area, and beer garden. Seminary Park will include kiddie and youth rides/games. Library Park will be used on Saturday and Sunday for the annual Arts and Craft Fair, as well as the Jaycee Brat Stand. On Sunday night of the festival, a waterski show will take place along the beach followed by a lighted boat parade and a fireworks display.

14. The refuse collection for the event is handled jointly by the Jaycees and the carnival company through the use of garbage cans throughout the carnival area, food booth, and beer garden. There will be two dumpsters on the grounds during the festival, which the Jaycees provide through Johns Disposal. A smaller dumpster in the chamber of commerce parking lot that is emptied during the festival, and a large dumpster located on Center Street that is emptied at the conclusion of the festival. Clean up of the event is handled by the Jaycees and includes garbage pick-up, raking the parks, and hosing down the parking lots to ensure the parks remain in great condition.

15. Event security is provided by the Jaycees, Lake Geneva Police, and Walworth County Sheriff's Dept. The Jaycees provide security for the beer garden area. The LGPD and Walworth County provide general patrol around the festival grounds. To provide additional safety for attendees, a portable tower camera is used in the carnival area for surveillance. In addition, the LGPD provides the Jaycees with handheld radios monitored by dispatch so that the Jaycees crew chief and head of security for each night can quickly communicate with Police or Fire/EMS if assistance is needed on the grounds.

18. As part of the festival, there will be food sold on the grounds. The Jaycees have a brat stand on Saturday and Sunday in Library Park. In Flat Iron park, food will be sold by the carnival company (Mr. Ed's Magical Midway), as well as by local non-profit groups. Although the non-profit groups can vary slightly from year to year, the groups who sold last year and will be offered the first opportunity back are as follows:

- YMCA (Sold Funnel Cakes)
- American Legion (Sold Beef Teriyaki)
- Lions Club (Sold Corn and Brats)
- Lakeland Animal Shelter (Sold Burgers)

Street Use

1. The Jaycees request the following street use: The closure of Wrigley Dr. from Center St. north to the Geneva Towers from Tuesday, August 15 through Monday, August 21.

2. The Jaycees request the use of the parking stalls in the Flat Iron park parking lot, as well as the parking stalls on Center St from the Alley South to Wrigley Dr. during the Festival (Including Set-up and Clean-up). Additionally, we request the use of three parking spaces on either side of the East Walkway of Library Park on Saturday and Sunday. Also, to facilitate safe unloading for the craft fair, we request the use of all the parking stalls in front of Library Park from 6am – 10am on Saturday. All stalls with the exception of the six by the East Walkway will be re-opened by 10am. The stalls being used are consistent with past years and are outlined within the action plan used by the Jaycees and the city to facilitate the smooth operation of the festival. This can be provided at council's request.

3. As part of the festival, there will be signage used throughout the parks including signs for pricing, sponsors, bands, parking and general information signs. All of the signage is consistent with past years and no signage is being used outside of the festival grounds (such as banner poles).

Fees

The City of Lake Geneva has generously waived fees above the application/admin fees in the past and we respectfully make that request again. The money raised at this event is used to facilitate projects and donations that benefit the City of Lake Geneva, its citizens, and many area non-profit groups. Any fees incurred would reduce dollar for dollar money available to support our community. The Lake Geneva Jaycees, in the last 5 years, have provided over 150 separate donations to more than 50 organizations to help improve our community including providing hundreds of pounds of food to the Lake Geneva Food Pantry and WC Food Pantry, providing clothes and toys to more than 130 children during Christmas, and contributing to organizations such as the local Special Olympics chapter, Badger workout club, and side by side among many other projects. In addition to providing monetary donations, the Jaycees contribute thousands of hours of time back to the community through various events such as Christmas Caroling, Punt Pass and Kick, the annual Easter Egg Hunt, and helping direct the annual Lake Geneva Christmas Parade. We appreciate your consideration for the waiver of fees to help us continue to support the projects and organizations that make our community a great place to live.

Thank you for your consideration.

Sincerely,



Ryan Stelzer
Lake Geneva Jaycees
Venetian Festival Chairman

City Clerk's Office
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

CITY OF LAKE GENEVA

FIREWORKS APPLICATION



\$50.00 Fee

Application to possess and use class B(1.3), C(1.4) fireworks in accordance and compliance with Local, State, and NFPA Codes and Requirements

Applicant: Ryan Stelzer Phone: _____

Group / Agency sponsoring fireworks display (An individual cannot be issued a permit):

Lake Geneva Jaycees

Address of group/agency sponsoring fireworks display (NO P.O. Box):

Po Box 411

Lake Geneva

WI

53147

Street Address

City

State

Zip

Name of Fireworks Company performing display:

J+M Displays

Address of Firework Company performing display (NO P.O. Box):

18064 170th Ave

Yarmouth

IA

52660

Street Address

City

State

Zip

Date/Time of authorized possession and use: 8-20-17 at dark

SPECIFIC LOCAL REQUIREMENTS

1. Application fee - \$50 per event
2. An itemized list of (label name) and quantity of class B(1.3), C(1.4) fireworks attached with application
3. Proof of liability coverage (copy of policy attached with application)
4. Fireworks must be displayed not less than required by NFPA Standards and must be away from spectators, vehicles and other exposures with a minimum of 300 feet for 1.3 G shows
5. All displays will be aimed away from spectators
6. A test shot will be fired into the air at least 1 hour before scheduled display
7. Fireworks that have been wet at any time prior to the display will NOT be used

NOTE: Permit required Class C fireworks cannot be sold to minors or persons restricted from possession of dangerous weapons due to a criminal conviction record. Certain types of class B or C fireworks shoot multiple projectiles at speeds of 1300 feet per second.

RELEASE OF LIABILITY

I, Lake Geneva Jaycees, am aware of the dangers of fireworks and
(Please Print Name)

am willing to assume full responsibility for any personal or property damage due to the display of fireworks. The applicant/group/agency agrees to indemnify and hold the City of Lake Geneva harmless from any claims or liability, including attorney fees and other defense costs, which may arise from the use, storage, transportation or possession of fireworks.

APPLICANT SIGNATURE

DATE: 1-4-17

For Office Use Only

Amount Paid and Receipt Number \$ 50.00 C170105-2 Date Received 1/5/17

Check Number 3743

GLLEA Approval (if applicable) _____

Police Chief Approval [Signature]

Fire Chief Approval [Signature]

Entered into RMS _____

Fire Engine Standby Required Yes No

Date Sent to Council _____

Permit Issued by _____

Mayor Signature _____

Date Issued _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: _____

Town Village City of Lake Geneva

County of Walworth

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

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

at the premises described below during a special event beginning _____ and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

- 1. Organization** (check appropriate box) → Bona fide Club Church Lodge/Society
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name Lake Geneva Jaycees

(b) Address PO Box 411 Lake Geneva, WI 53147
(Street) Town Village City

- (c) Date organized _____
 (d) If corporation, give date of incorporation _____
 (e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:
 President Doug Bartz 1150 Park Dr #1104, Lake Geneva, WI
 Vice President Ryan Lasch 615 Center St, Lake Geneva, WI
 Secretary Chad Bittner 919 Platt Ave, Lake Geneva, WI
 Treasurer Bryan Twicki 840 Hazel Ridge Rd #1306, Elkhorn

(g) Name and address of manager or person in charge of affair: Ryan Stetzer 215 Skyline Dr, Lake Geneva, WI

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

- (a) Street number 100 Block of Center St
 (b) Lot Flat Iron Parking Lot Block _____
 (c) Do premises occupy all or part of building? _____
 (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Fenced in Beer Garden

- 3. Name of Event**
 (a) List name of the event Venetian Festival
 (b) Dates of event August 15-21, 2017

DECLARATION

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

Officer [Signature] 1-4-17
(Signature/date)

(Name of Organization)
 Officer [Signature] 1-4-17
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 1/5/17

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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

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

Applicant Organization: Lake Geneva Jayces
 Name of Event: Venetian Festival
 Date of Event: August 15-21, 2017
 Time of Event: August 15, 6am August 21, 11:59pm
 (Beginning) (Ending)
 Event Contact Person: Ryan Stelzer
 Contact Phone: _____
 Contact Email: _____

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

Yes No

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

For Office Use Only

Date Filed: <u>1/5/17</u>	Receipt No: <u>01110105-15</u>
Total Amount: <u>10.00</u>	
Forwarded to Police Chief: <u>1/5/17</u>	
Recommendation: _____	Approved _____ Denied _____
Verification that not more than 2 licenses have been issued to this applicant within the last 12 months: <u>X</u>	
FLR Approval: _____	License Issued: _____
Council Approval: _____	License Number: _____
	License Expires: _____
MALTO: <u>Organization</u>	

City of Lake Geneva

Licenses Issued Between: 2/13/2017 and 2/13/2017

Date: 2/02/2017
Time: 3:32 PM
Page: 1

Massage Establishment License

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>		<u>Total</u>	
2/13/2017	2016 -11	Tiffany S. Square, LMT	415 Broad St. Unit 004	Lake Geneva, WI 5	50.00	
Massage Establishment License			Count:	1	Totals for this Type:	50.00

City of Lake Geneva

Licenses Issued Between: 2/13/2017 and 2/13/2017

Date: 2/02/2017

Time: 1:12 PM

Page: 1

Operator's Regular

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>		<u>Total</u>
2/13/2017	2016 -306	Christine Lynn Anderson Employer: Stop N Go #265	903 Wells St 896 Wells St.	Lake Geneva, WI 5 Lake Geneva, WI 53147	30.00
2/13/2017	2016 -307	Savannah R. Dettmann Employer: Thumbs Up / Two Thumbs Up LLC	N3018 Dandelion Rd 260 Broad St	Lake Geneva, WI 5 Lake Geneva, WI 53147	30.00
2/13/2017	2016 -308	Jessica Stola Employer: Thumbs Up / Two Thumbs Up LLC	N3287 Hickory Rd 260 Broad St	Lake Geneva, WI 5 Lake Geneva, WI 53147	30.00
2/13/2017	2016 -309	Dana Trilla Employer: Wing Nuts / D&D Restaurant Gro	146 Evergreen Pkwy 150 Center St	Crystal Lake, IL Lake Geneva, WI 53147	30.00
2/13/2017	2016 -310	Paul M. Wasyliw Employer: Thumbs Up / Two Thumbs Up LLC	1321 W Main St Apt 312 260 Broad St	Lake Geneva, WI 5 Lake Geneva, WI 53147	30.00
2/13/2017	2016 -311	David Wingate Employer: Wing Nuts / D&D Restaurant Gro	146 Evergreen Pkwy 150 Center St	Crystal Lake, IL Lake Geneva, WI 53147	30.00

Operator's Regular

Count:

6

ORDINANCE 17-02

AN ORDINANCE AMENDING CHAPTER 70, TAXATION OF THE MUNICIPAL CODE OF THE CITY OF LAKE GENEVA ADDING SECTION 70-55 TO ARTICLE III, ROOM TAX WHICH SERVES TO ESTABLISH A TOURISM COMMISSION

1. Chapter 70, Taxation, ARTICLE III, Room Tax, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended by adding a section numbered 70-55 which section reads as follows:

SEC. 70-55 TOURISM COMMISSION

- (a) Members.** The Tourism Commission shall consist of five (5) members, one (1) of the members shall represent the Wisconsin hotel and motel industry, one (1) of the members shall be a member of the Lake Geneva Business Improvement District (with preference given to members of the Lake Geneva Business Improvement District who are residents of the City of Lake Geneva), the Mayor, and two (2) of the members shall be aldermen of the City of Lake Geneva. Members of the Commission shall be appointed by the Mayor and shall be confirmed by the Common Council. Commissioners shall serve for a one-year term, at the pleasure of the Mayor, and may be reappointed.
- (b) Ex-Officio Members and Staff Liaison to the Commission.** The City Comptroller and the Executive Director of the organization with whom the Tourism Commission contracts with to perform tourism promotion functions shall be ex-officio, non-voting members of the Commission. The City Administrator or her/his designee shall serve as the staff liaison to the Commission.
- (c) Officers.** The Commission shall elect, from among its Members a chairperson, a vice chairperson and a secretary.
- (d) Meetings.** The Commission shall hold meeting no less than quarterly.
- (e) Procedure.** Three (3) members shall constitute a quorum. Action shall be by majority of those present and voting. The Commission shall adopt rules of procedure for governing the conduct of its meetings.
- (f) Powers and Duties.** The Commission shall be responsible for the coordination of tourism promotion and tourism development within the City and for ensuring that all room tax dollars it receives from the City, per State Statutes, is spent on tourism promotion and development. Allocation of dollars between tourism promotion and tourism development shall be per the direction of the Common Council. The Commission shall contract with a Tourism Entity as defined in 66.0615 of the Wisconsin State Statutes for tourism promotion services. Services contracted through the Tourism Entity shall include, at minimum: (1) development, implementation and administration of a marketing plan approved by the Commission; (2) oversight of a marketing agency, selected in conjunction with the Tourism Commission, for the development of the “creative work” for the marketing program and the development and maintenance of a separate tourism related website for the City, which site shall be available, free of charge, to any business within the City who would be subject to the Premier Resort Area Tax if located in a Premier Resort Tax Area. Similar businesses within a commutable area (with the exception of lodging facilities) that have a potential to generate overnight stays shall also eligible to be listed on the site; (3) awards, per the direction of the Tourism Commission, of grants to third party organizations for the marketing and enhancing of events and programs that have the potential of generating overnight stays; (4) a part-time staff member that is assigned to

coordinate City tourism promotion and events; (5) appointment of one of the elected representatives on the Tourism Commission to the Board of Directors of the Tourism Entity; and (6) the timely filing of all reports as required under the statute and/or by the City . The dollar amount and/or the percent of total revenues to be allocated to each program area shall be recommended by the Tourism Commission and approved by the Common Council. In no case shall more than 5% of total tourism dollars allocated to Tourism Promotion be allowed to cover administrative and overhead expenses of the Tourism Entity. The Tourism Commission, with input from the Common Council, shall develop and maintain a list of potential Tourism development projects. Prioritization of projects and the allocation of funds to ensure the timely completion of these projects shall also be the responsibility of the Commission with input from the Common Council, the authority ultimately responsible for the on-going operation and maintenance of these projects once completed. Project design and construction shall be the responsibility of the City and all contracts relating to capital improvements must be reviewed by the Finance, License, and Regulation Committee and approved by the Common Council. The Tourism Commission shall also be responsible for preparing any and all reports required by Statute or by the Common Council. In addition, the Tourism Commission with Common Council approval and direction may use Tourism Development Funding to construct and maintain a convention center.

- (g) Record.** The Commission shall keep a written record of its proceedings to include all actions taken, a copy of which shall be filed with the City Clerk.
- (h) Reports.** The Commission shall prepare and timely file all reports as required under the statute and/or by the City.
- (i) Compensation.** The Commission members shall serve without compensation.
- (j) Confidentiality of Information Provided by Lodging Facilities.** Pursuant to Wis. Stat. Sec. 66.0615(3), any information provided by City of Lake Geneva regarding room tax payment shall be confidential except for persons using the information in the discharge of their duties imposed by law or of the duties of their office or by order of a court.

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 _____, 20__.

ALAN KUPSIK, Mayor

Attest:

SABRINA WASWO, City Clerk

First Reading: 1/23/2017
Second Reading: 2/13/2017
Adopted: _____
Published: _____

CITY OF LAKE GENEVA

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



Memorandum

Date: February 10, 2017

To: City Council

From: Blaine Oborn, City Administrator

Subject: Discussion/Action on City Administrator request for outside council on the pre-annexation agreement for Geneva Waterfront Inc. and Big Foot Holdings LLC (Geneva Inn) (Tax Key Nos. IL 1200004, IL 1200005C2, IL 1200005C, IL 1200005D, IL 1200005E)

The City has received a request for annexation into the City along with the attached Pre-Annexation Agreement submitted by Torhorst Law Offices LLC representing the petitioning property owners. The pre-annexation agreement set the terms of the annexation. The property owners are making the annexation contingent on General Business zoning. Also the agreement ensures the liquor license follows with the annexation. The agreement does not address who pays the five years of local taxes due to the Town of Linn upon annexation estimated at \$66,438.15 (see attached Geneva Inn Annexation Proposal spreadsheet). The responsibility to pay the taxes is upon the City but is usually born by the annexing property owner. The Geneva Inn (Geneva Waterfront Inc. and Big Foot Holdings LLC) is currently on City sewer but not on City water. The City may have a previous annexation agreement with the property owners that was made upon the time of connection to the City sewer that may preclude the City passing the cost on to the property owner and obligate the City to accept annexation.

If the City reaches an agreement on the terms of annexation with the petitioner, then the request goes to the City Plan Commission for public hearing and consideration. Adjoining property owners and the affected Town of Linn are notified of the public hearing. Zoning is part of the annexation process. Final approval is made by ordinance by the Lake Geneva Common Council. Once City approval is complete, the City requests authorization for annexation from the Wisconsin Department of Administration, who make a determination of validity.

As you can see from the attached minutes, the annexation request is of concern to nearby property owner. There is also the issue of contiguous property. The City does receive close to \$10,000,000 in new assessed property value with total new taxes estimated at \$57,000 in new tax revenue. Room Tax from new lodging is subject to the City cap with additional revenue all going to tourism. Also, specific lodging information is confidential.

Given the complexities of this annexation request and the possible conflict of interest of the City Attorney, I, the City Administrator, request outside Council to assist the City with consideration of the Pre-Annexation Agreement with Geneva Waterfront Inc. and Big Foot Holdings LLC.

City of Lake Geneva
 Geneva Inn Annexation Proposal
 2/10/2017

<u>Parcel No</u>	<u>Owner Name</u>	<u>Acres</u>	<u>Total Assessed Value</u>	<u>Town Property Tax</u>	<u>Five Years Taxes</u>
I L 1200005H	Geneva Waterfront Inc.	-	-	-	-
I L 1200004	Geneva Waterfront Inc.	7.0000	583,000.00	825.00	4,125.00
I L 1200005F	Big Foot Holdings LLC	0.6600	1,695,000.00	2,398.59	11,992.95
I L 1200005D	Geneva Waterfront Inc.	1.7200	5,350,000.00	7,570.78	37,853.90
I L 1200005E	Geneva Waterfront Inc.	0.2500	69,900.00	98.92	494.60
I L 1200005C2	Big Foot Holdings LLC	0.2460	297,000.00	420.28	2,101.40
I L 1200005C	Big Foot Holdings LLC	-	1,395,000.00	1,974.06	9,870.30
Total		9.88	9,389,900.00	13,287.63	66,438.15

0.00142

Total Assessed Property Value 9,389,900.00
 City Tax Rate 0.00592
 Estimated Annual City Taxes 55,588.21
 Estimated Difference from Town 42,300.58

Estimated Personal Property 300,000.00
 City Tax Rate 0.00592
 Estimated Annual City Tax 1,776.00

Room Tax subject to cap with addition going to Tourism
 Actual amount for individual Hotels in confidential

57,364.21

SANITATION SEWER CONNECTION AGREEMENT

THIS AGREEMENT, entered into this 1st day of March, 1983, by and between the City of Lake Geneva, a Municipal Corporation hereinafter referred to as "City" and MG - LAKESIDE SHORE CLUB, INC., a Wisconsin Corporation, hereinafter referred to as "Shore Club".

GENEVA SW
DAH -
KEEP ON FILE
SEWER AGREEMENT
MOUT

IT IS HEREBY AGREED that the Shore Club shall be permitted to connect its sewage discharge system to the City's sanitary sewer collection system on the condition that the Shore Club shall be responsible for the performance or payment of the following:

1. All costs related to the construction of the sanitary sewer system.
2. All costs related to engineering fees, legal fees, easement fees and permit fees.
3. Discharge permits, if any, required for the connection shall be obtained and paid for by the owners of the Shore Club.
4. Meters shall be installed to measure the amount of flow. The costs of the meters as well as the installation of the meters shall be the obligation of the Shore Club.
5. All maintenance costs of this sanitary sewer conveyance system.
6. The rate established for payment shall be at the existing rate schedule plus 25 percent with future adjustments to reflect City rate increases.
7. The Shore Club shall place in escrow with the City Treasurer the amount of funds necessary to cover the estimated expenses of the City of Lake Geneva for inspection and connection charges.
8. At such time as the property of the Shore Club becomes contiguous to the corporate limits of the City of Lake Geneva, the owners of the Shore Club agree to annex said property to the City of Lake Geneva.
9. In the event said sanitary sewer system becomes a public system and other properties hook up to it, then the owners of said properties shall reimburse the Shore Club for the costs attributable to that portion of the system that fronts their property.

This contract shall be binding on the successors and assigns of the parties.

The initial term of this contract shall be from the date of execution to May 31, 1984 and shall automatically renew annually thereafter.

CITY OF LAKE GENEVA

BY: Richard C. Johnson
MAYOR

Colleen Alexander
Countersigned - CITY CLERK

MG - LAKESIDE SHORE CLUB, INC.

BY: Larry Marcheschi
LARRY MARCHESCHI, President

Jeannine Marcheschi
ATTEST:
JEANNINE MARCHESCHI, Secretary

PREANNEXATION AGREEMENT

This Agreement made this ____ day of _____, 2016, between the City of Lake Geneva, a municipal corporation organized and existing pursuant to Wisconsin Statutes Chapter 62 and Home Rule Authority vested in it under Wisconsin law, hereinafter “City”, and Big Foot Holdings LLC (“BFH”) and Geneva Waterfront Inc. (“GWI”), a Wisconsin limited liability company and a Wisconsin corporation, respectfully, hereinafter “Owner”.

SECTION 1 LEGAL DESCRIPTION

Owner wishes to annex to the City the property described on Exhibit A attached hereto.

SECTION 2 ANNEXATION OF PROPERTY

Within a reasonable time after entry into this Agreement, the Owner shall cause a petition for direct annexation to be signed and filed with the City and with the other appropriate governmental authorities as required by law. No electors reside within the property described on Exhibit A.

The City may adopt, within a reasonable time after the filing of said petition, an ordinance annexing the property to the City substantially in the form attached as Exhibit B. If the City does not adopt the annexation ordinance within reasonable time, but not exceeding 120 days of the filing of said petition, the City agrees that the Owner may at its option, withdraw the petition and this Agreement shall be deemed null and void.

If the City adopts the annexation ordinance, the City shall promptly thereafter make all filings and perform all other acts as required by Wisconsin Statutes to perfect and complete the annexation of the property. If the City does not adopt the annexation ordinance as described herein, this Preannexation Agreement and the annexation ordinance, unless otherwise agreed by Owner, shall be null and void.

Upon the completion and perfection of the annexation of the property pursuant to the annexation ordinance, the Owner shall cause petitions to be signed and filed with the City and change the zoning of the property General Business (GB) District.

SECTION 3 ZONING

Upon acceptance and approval of the petition for direct annexation by unanimous consent of electors and property owners subject to review by the State of Wisconsin, the property will be zoned as General Business (GB) District authorizing the current uses and proposed uses either as permitted or conditional uses. In the event the common council does not approve the annexation petition with GB zoning, said property shall remain in the Town of Linn. BFH agrees to be bound by any future changes to the City of Lake Geneva Zoning laws or conditional use permits.

SECTION 4 CURRENT USE

GW1 is the owner of and is currently using Parcels 4, 5 and 6 for the following uses: (i) the Geneva Inn, a boutique hotel consisting of thirty-seven (37) rooms/suites; (ii) the Grandview Restaurant/Bar including a lakeside patio; (iii) meeting/banquets/convention rooms; (iv) retail gift shop; (v) pier with twenty-six (26) boat slips for seasonal and short term rental as well as temporary mooring for restaurant/bar patrons; (vi) visitor, valet and employee parking providing approximately 120 parking spaces.

BFH is the owner of Parcel 1. This parcel is adjacent to the Geneva Inn on the east, is .54 acres in size which currently contains seven (7) rental apartments in two (2) residential structures and a pier with two (2) shore stations and twelve (12) buoys. The residential structures are not currently incorporated into the operation of the Geneva Inn. The rental units have been temporarily vacated pending annexation. The structures will be razed as set forth in Section 5 Proposed Use.

BFH is also the owner of Parcels 2 and 3. Each of said parcels is improved by a single family residence. These residences are not currently incorporated into the operation of the Geneva Inn, but are instead vacant or rented for a term of 30 days or more. The lake front parcel, Parcel 2, has a pier with two (2) boat slips and one (1) buoy.

SECTION 5 PROPOSED USE

Parcel 1. BFH wishes to remove the two buildings located thereon and convert the property to a facility to be used in conjunction with the Geneva Inn for weddings, corporate meetings, family reunions and similar type events. The Geneva Inn is a hotel and restaurant on the shores of Geneva Lake, which has successfully conducted business since 1990. During these twenty-five (25) years The Geneva Inn has enjoyed increased popularity with local residents and visiting tourists to the Lake Geneva area. This will be

a premier site to hold weddings and special community events for the hotel, thus allowing the Inn to capture peak season business which will allow us to stay open year round. Ultimately this will keep the Geneva Inn from laying off employees and allow more visitors to enjoy the beautiful views of Geneva Lake in all seasons. Initially a tent may be used to house the events which would be replaced by a permanent structure if the demand for use of the facility warrants the investment in a permanent structure. The tent/permanent structure would be approximately 60'x40'. Additional parking would be provided on this parcel which would be incorporated into the existing Geneva Inn parking area. The facility would be operated between the hours of 8:00 a.m. to 12:00 p.m. All exterior lighting will be in compliance with all local and county ordinances and direct downward on the areas needing lighting for safety. Food and beverages would be served in conjunction with the activities which would be provided by the Geneva Inn. The current access to the property would be limited to emergency use but not abandoned and the parking area would be served through the main entrance to the Geneva Inn. Plantings would be made along the eastern boundary of the parcel to provide screening between the parcel and the residential property to the east. It is anticipated that the use of the property would be converted in the fall and winter of 2016 – 2017 for use in summer of 2017.

This proposed project, in addition to razing the existing structures, will beautify the lakeshore path which would include sitting areas for guests using the trail. The lakeshore path improvements will also improve the safety of the lakeshore path to the benefit of its users.

BFH will be limiting use of the pavilion area to grounds outside of the 75' lake setback line shown, excepting a paver walk down to the existing shore path an unimproved shore path, pier stairway and pier. The stairway may be rebuilt in its present location. Drainage down the steep bluff north of the lakeshore path will be prevented by the terracing and storm collection areas in the terraces. Existing graveled parking areas for the present multi-family zoning will be reduced and landscaping added. The dumpster area now used is being proposed to be moved to the south parking area with refuse transported by club car once a day or as needed. This will allow for a separation from the pavilion use proposed and the Geneva Inn structure. A detailed landscaping plan and pavilion plan will be presented with the Petition for Annexation. The parking summary for Parcels 1, 4, 5 and 6 is shown on the plans, but does not include existing basement parking in the Geneva Inn structure that is used by staff and management.

Parcels 4, 5 and 6. The GWI intends to continue the operation of the Geneva Inn through the continuing improvement of the existing uses to which the property is now utilized. GWI recently completed an extensive remodeling of the restaurant, banquet rooms, hotel reception desk and hotel reception area. GWI will continue to operate the property.

Parcels 2 and 3. Parcels 2 and 3 are currently not being operated in conjunction with the Geneva Inn. They are currently zoned R-1 Single Family Residential Use. The intended use for the residences is to provide the residences as temporary lodging for

guests of the inn which consist of groups. Groups would consist of wedding groups, business groups or family vacation groups which allows them to enjoy the benefits of the Geneva Inn but have a more exclusive accommodations to their group in a residence type setting instead of being spread out amongst several rooms or suites within the Geneva Inn building. Annexation to the City with the General Business zoning would permit this use where the current R-1 Zoning under the Walworth County Shoreland Ordinance does not allow the same for periods of less than thirty (30) days.

SECTION 6 LIQUOR LICENSE

The Geneva Inn holds a Class B combination intoxicating liquor, wine and fermented malt beverage license for on premises consumption as well as sale in the original container for off premise consumption. Upon annexation, the ownership of all parcels will be merged into one entity and all operated under a single operating entity with a licensed premises constituting all or part of Parcels 1, 2, 3, 4 and 5. It is not anticipated at this time that Parcel 6, the valet/over flow parking area would be part of the licensed premises.

Upon annexation, the City would issue the comparable liquor licenses to the operating entity as is now issued by the Town of Linn for the licenses premises consisting of all or part of Parcels 1, 2, 3, 4 and 5.

SECTION 7 SEWER CONNECTION

Parcel 2 is currently connected to the Lake Geneva Sanitary Sewer System. Parcels 1, 5 and 6 are served by private on-site waste treatment systems (POWTS). Parcels 1, 2, 5 and 6 are served by private wells. The Parcels 1 through 6 are currently located within the existing Urban Service Area of the Lake Geneva Utility Commission.

GWI and BFH understand and agree that the proposed pavilion and the single family residences must be connected to the Lake Geneva Sanitary Sewer currently serving the Geneva Inn at the expense of BFH. The connection to the pavilion must be made at the time of the construction thereof. The residences located on Parcels 2 and 3 must be connected within 2 years.

Until such time as a water main has been extended to the property, there is no obligation of the current owners to connect to the Lake Geneva Utility Commission water system.

APPROVAL OF COMMON COUNCIL

This Agreement was approved by the common council of the City of Lake Geneva by resolution dated _____ day of _____, 2016, authorizing the mayor and clerk to sign this document on behalf of the City.

OWNER:

BIG FOOT HOLDINGS LLC

By: _____

GENEVA WATERFRONT INC.

By: _____
President

Attest: _____
Secretary

CITY:

CITY OF LAKE GENEVA

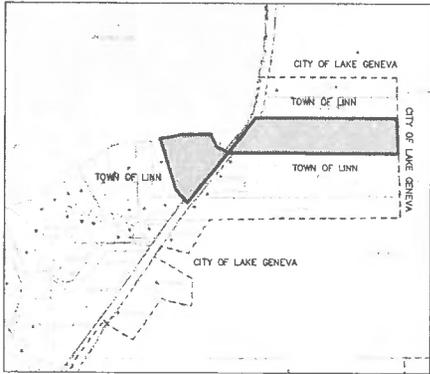
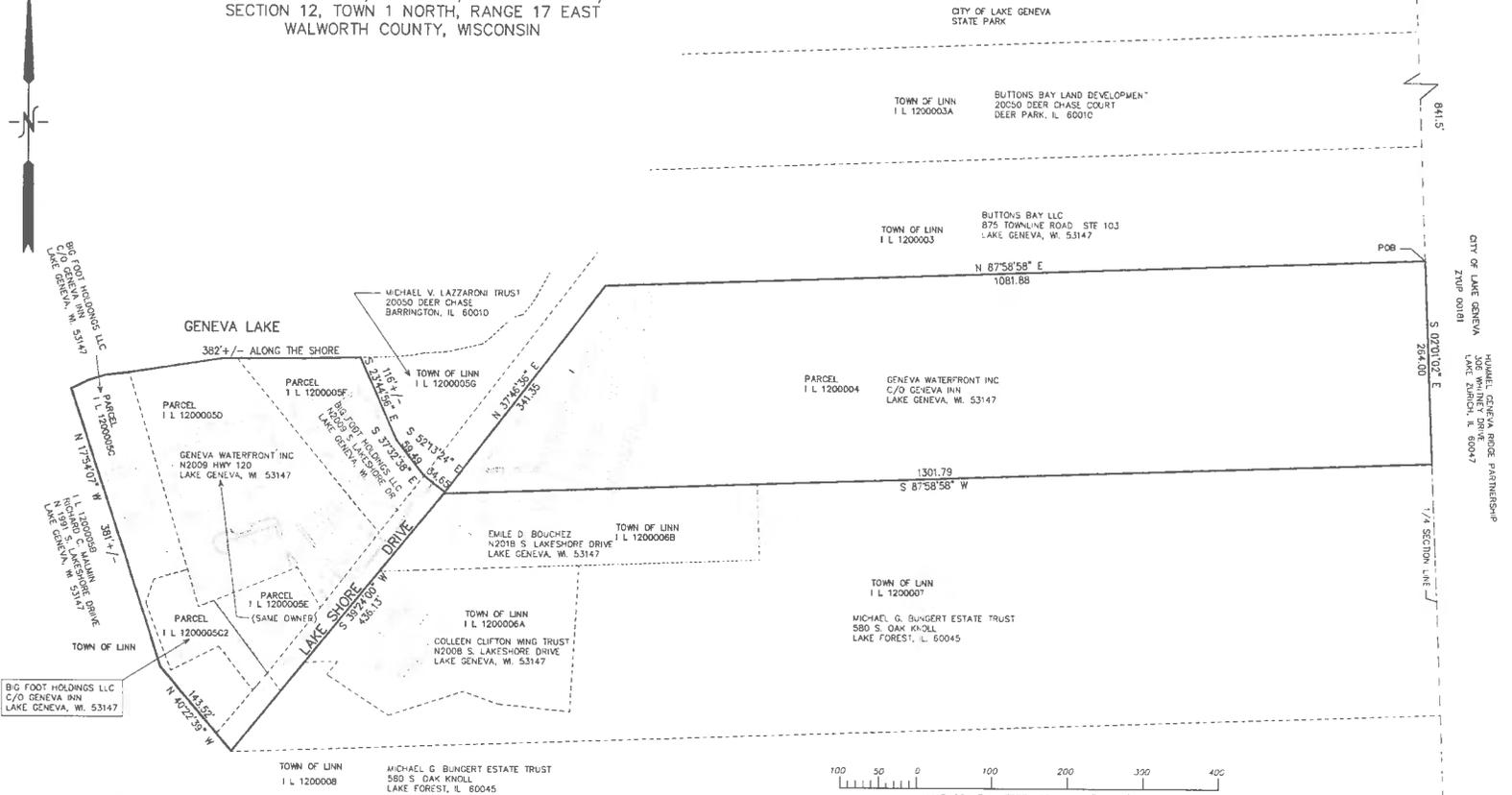
By: _____
Mayor

Attest: _____
Clerk

ANNEXATION MAP

PART OF THE NE 1/4 & NW 1/4 OF THE NW 1/4 SECTION 12, TOWN 1 NORTH, RANGE 17 EAST WALWORTH COUNTY, WISCONSIN

NORTH 1/4 CORNER 12-1-17



LEGAL DESCRIPTION
ANNEXATION PARCEL

A PART OF THE TOWN OF LINN TO BECOME A PART OF THE CITY OF LAKE GENEVA, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 12, TOWN 1 NORTH, RANGE 17 EAST, WALWORTH COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:
 BEGINNING AT A POINT ON THE NORTH-SOUTH 1/4 SECTION LINE, 841.5 FEET SOUTH OF THE NORTH 1/4 CORNER FOR SAID SECTION 12 (TIN. R17C); THENCE S 02°06' 01MIN 02SEC E, 264.00 FEET; THENCE S 87°06' 58MIN 58SEC W, 1301.79 FEET TO THE CENTERLINE OF SOUTH LAKESHORE DRIVE; THENCE S 39°06' 24MIN W, 435.13 FEET ALONG SAID CENTERLINE, THENCE N 40°06' 22MIN 39SEC W, 143.52 FEET; THENCE N 17°06' 54MIN 07SEC W, 381 FEET MORE OR LESS TO THE SHORE OF GENEVA LAKE; THENCE NORTHEASTERLY ALONG GENEVA LAKE, 382 FEET MORE OR LESS TO A POINT LOCATED N 23°06' 44MIN 56SEC W, 43 FEET FROM AN IRON PIPE STAKE ON THE SOUTHWEST LINE OF I.L. 1200006; THENCE S 23°06' 44MIN 56SEC E, 43 FEET MORE OR LESS TO SAID IRON PIPE STAKE; THENCE CONTINUE S 23°06' 44MIN 56SEC E, 73.28 FEET TO AN IRON PIPE STAKE, THENCE S 37°06' 32MIN 38SEC E, 59.49 FEET TO AN IRON PIPE STAKE; THENCE S 52°06' 13MIN 24SEC E, 34.65 FEET TO THE CENTERLINE OF SAID SOUTH LAKESHORE DRIVE; THENCE N 37°06' 46MIN 36SEC E, ALONG SAID CENTERLINE, 341.35 FEET; THENCE N 87°06' 58MIN 58SEC E, 1081.88 FEET TO THE POINT OF BEGINNING. CONTAINING 10.64 ACRES OF LAND MORE OR LESS.

FARRIS, HANSEN & ASSOCIATES, INC.
 ENGINEERING ARCHITECTURE SURVEYING
 7 BIRDSWAY COURT P.O. BOX 437
 ELKHORN, WISCONSIN 53121
 OFFICE: (282) 723-2088 FAX: (282) 723-5886

REVISIONS

PROJECT NO
3230.15
 DATE
12-17-2015
 SHEET NO
1 OF 1

EXHIBIT "A"

CURRENT USE PARCELS

Parcel 1:

Legal Description IL1200005F

Commencing at the Southeast corner of Outlot No. 7 of Assessors Plat B, located in the Northwest $\frac{1}{4}$ of Section 12, T1N, R17E, Walworth County, Wisconsin; thence S $39^{\circ}45'$ W 47.13 feet along the westerly line of S.T.H. 120 to an iron pipe; thence S $40^{\circ}02'$ W 47.13 feet along said highway line to an iron pipe, thence N $37^{\circ}30'$ W along a line to the shore line of Geneva Lake 291 feet more or less; thence Northeasterly along said shore 164 feet more or less to a point, said point being N $35^{\circ}34'$ W 59.53 feet, and N $22^{\circ}30'$ W 111.40 feet from the place of beginning; thence S $22^{\circ}30'$ E 111.40 feet to an iron pipe; thence S $35^{\circ}34'$ E 59.53 feet to the place of beginning.

Parcel 2:

Legal Description IL1200005C

All the part of Outlot No. 4 of Assessor's Plat "B", Linn Township, Walworth County, Wisconsin, a subdivision of a portion of the Northwest 14 of Section 12, T1N, R17E, of the 4th P.M. EXCEPTING the premises described as follows: Commencing at a concrete monument which is 1048.06 feet North of and 692.34 feet East of the West $\frac{1}{4}$ corner of Section 12, T1N, R17E, thence East 215.86 feet to an iron stake, in the Northwesterly line of County Trunk Highway "BB" so-called; thence North $43^{\circ}30'$ East along the Northwesterly line of said highway 243.62 feet to an iron stake, and the place of beginning; thence North $35^{\circ}15'$ West, 69.00 feet to a point, thence South $65^{\circ}53'$ West, 70.45 feet to a point; thence North $17^{\circ}13'$ West, 94.50 feet to a point; thence South $18^{\circ}45'$ East, 61.00 feet to a point; thence North $69^{\circ}30'$ East, 22.30 feet to a point; thence South $32^{\circ}30'$ East, 113.00 feet to a point in the Northwesterly line of the aforesaid highway; thence South $43^{\circ}30'$ West along the Northwesterly line of said highway 29.00 feet to the point of beginning.

Parcel 3:

Legal Description IL1200005C2

All that part of Outlot No. 4 and the Outlot No. 6 of Assessor's plat "B", Linn Township, Walworth County, Wisconsin, a subdivision of a portion of the Northwest $\frac{1}{4}$ at Section 12, T1N, R17E of the 4th P.M., which is included in the following description: Commencing at a concrete monument which is 1048.06 feet North of and 692.34 feet East of the West $\frac{1}{4}$ corner of Section 12, T1N, R17E, thence East 215.86 feet to an iron stake, in the Northwesterly line of County Trunk Highway "BB" so-called; thence North $43^{\circ}30'$ East along the Northwesterly line of said highway 243.62 feet to an iron stake, and the place of beginning; thence North $35^{\circ}15'$ West, 68.00 feet to a point; thence South $65^{\circ}53'$ West, 70.45 feet to a point; thence North $17^{\circ}13'$ West, 94.50 feet to a point; thence North $20^{\circ}44'$ East, 32.00 feet to a point; thence North $76^{\circ}44'$ East, 44.55 feet to a point; thence South $18^{\circ}45'$ East, 51.00 feet to a point; thence North $69^{\circ}30'$ East, 22.30 feet to a point; thence South $32^{\circ}30'$ East, 113.00 feet to a point in the Northwesterly line of the aforesaid highway; thence South $43^{\circ}30'$ West along the Northwesterly line of said highway 29.00 feet to the point of beginning.

Parcel 4:

Legal Description IL1200005D

A parcel of land located in Outlot 5 of the Assessor's Plat "B" in Linn Township, Walworth County, Wisconsin, described as follows, to-wit: Commencing at the SE corner of Outlot 7 of said Assessor's Plat "B"; thence S 39° 45' West 47.13 feet; thence S 40° 02' West 47.13 feet to an iron pipe; thence 37° 30' West 291.83 feet, more or less, to the shore of Geneva Lake and the place of beginning; thence S 37° 30' East 291.83 feet to the aforementioned iron pipe; thence S 39° 59' West 124.00 feet; thence N 27° 57' West 60.22 feet; thence S 70° 02' West 139.60 feet; thence N 15° 16' West 310.67 feet, more or less to the shore of Geneva Lake; thence Easterly along the said shore 147.1 feet, more or less, to the place of beginning.

Parcel 5:

Legal Description IL 1200005E

Outlot No. 6 of the Assessors Plat "B" of Linn Township of Walworth County, Wisconsin, said plat being recorded in Volume 10, page 48, in Register of Deeds Office in and for Walworth County, Wisconsin, EXCEPTING THEREFROM that part thereof described in deed recorded on July 27, 1959 in Volume 542 of Deeds on page 248 as Document No. 511571.

Parcel 6:

Legal Description IL1200004

All the part of the NW ¼ of Section 12, in T1N, R17E, in the Town of Linn, bounded and described as follows, to wit: Commencing in the quarter line running North and South through Section 12, 51 rods South of Section line running East and West between Sections 1 and 12; running thence South 16 rods to land owned by Mrs. J.N.W. Jones; thence West to the center of the highway running from Walworth to Lake Geneva; thence Northerly along the center of said highway to a point 16 rods North of East and West line on South side of lot; thence East to the place of beginning; also commencing at said last mentioned point in said highway and running Northerly along said highway 30 feet; thence Southeast 45 feet to intersect Northline of above described parcel.

Also, commencing at the water line on the East end of Geneva Lake at the Northwest corner of the land deeded to J.S. Rumsey in 1871; running thence Easterly to the center of the highway; thence North in the center of the highway 40 feet; thence West to water line of Geneva Lake; thence Southerly along water line to place of beginning.

Also, Outlot 9 in Assessor's Plat "B", being a subdivision of a portion of the Northwest ¼ of Section 12, in T1N, R17E, in the Town of Linn, Walworth County, Wisconsin.

DRAFT

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR DIRECT ANNEXATION BY
UNANIMOUS CONSENT OF ELECTORS AND PROPERTY OWNERS OF
TERRITORY LOCATED IN THE TOWN OF LINN
WALWORTH COUNTY, WISCONSIN, TO THE CITY OF
LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

WHEREAS, Geneva Waterfront, Inc. and Big Foot Holdings LLC (“Petitioner”) has made and filed with the City Clerk of the City of Lake Geneva (“City”) a Petition for Direct Annexation by unanimous consent of electors and property owners of territory located in the Town of Bloomfield, Walworth County, Wisconsin, to the City of Lake Geneva, Walworth County, Wisconsin, pursuant to Wis. Stat. § 66.0217(2) (“Annexation Petition”), in the office of the City Clerk for the City of Lake Geneva, Walworth County, Wisconsin, on the ____ day of _____, 20____, requesting the annexation to the City of lands described in Exhibit A attached hereto and incorporated herein by reference (“Subject Territory”), which such lands are contiguous to the City; and

WHEREAS, it appears by acknowledgment of receipt on file herein that Petitioner has filed a duplicate original of the Annexation Petition, including a legal description and scale map of the Subject Territory, with the Town Clerk of the Town of Linn, Walworth County, Wisconsin, and the State of Wisconsin, Department of Administration, within five (5) days after filing the Annexation Petition with the City Clerk; and

WHEREAS, it further appears that all of the requirements of Wis. Stat. § 66.0217(2) have been fully complied with, and that the State of Wisconsin, Department of Administration, has reviewed the proposed annexation and, by letter, found it to be in the public interest, and said letter has been duly considered and reviewed by the City and/or the City’s Counsel; and

WHEREAS, the proposed annexation was referred to the Plan Commission of the City and said Plan Commission has recommended annexing the Subject Territory to the City; and

WHEREAS, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, makes the following findings with respect to the Subject Territory:

1. That the annexation of the Subject Territory to the City of Lake Geneva, Walworth County, Wisconsin, is in the best interest of the City.
2. That the annexation of the Subject Territory will enable the City to regulate and control development of these lands which are contiguous to the City.
3. That, upon annexation, the Subject Territory shall be temporarily zoned pursuant to Wis. Stat. § 66.0217(8) in the General Business (GB) Zoning District.

EXHIBIT "B"

4. That the annexation of the Subject Territory does not create a town island under the provisions of Wis. Stat. § 66.0221.
5. That the City is in need of additional lands suitable for General Business development.

NOW, THEREFORE, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, does ordain as follows:

1. Those lands comprising the Subject Territory to be annexed, as described in Exhibit A attached hereto and incorporated herein by reference, be, and the same hereby are, annexed to the City of Lake Geneva, Walworth County, Wisconsin.
2. Those lands comprising the Subject Territory shall be temporarily zoned pursuant to Wis. Stat. § 66.0217(8) in the GB, General Business Zoning District.
3. Those lands comprising the Subject Territory shall be included within Supervisory District 11 and in Aldermanic District 4 of the City of Lake Geneva.
4. This Ordinance, and the annexation hereby effected, shall be in full force and effect from and after its passing and posting.
5. The City Clerk shall immediately, after the final enactment hereof, file such certified copies with all parties as required by State Statute to be so served.
6. All ordinances or parts of ordinances inconsistent with or contravening the provisions of this Ordinance are hereby repealed.

Adopted, passed and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this ____ day of _____, 20_____.

Mayor

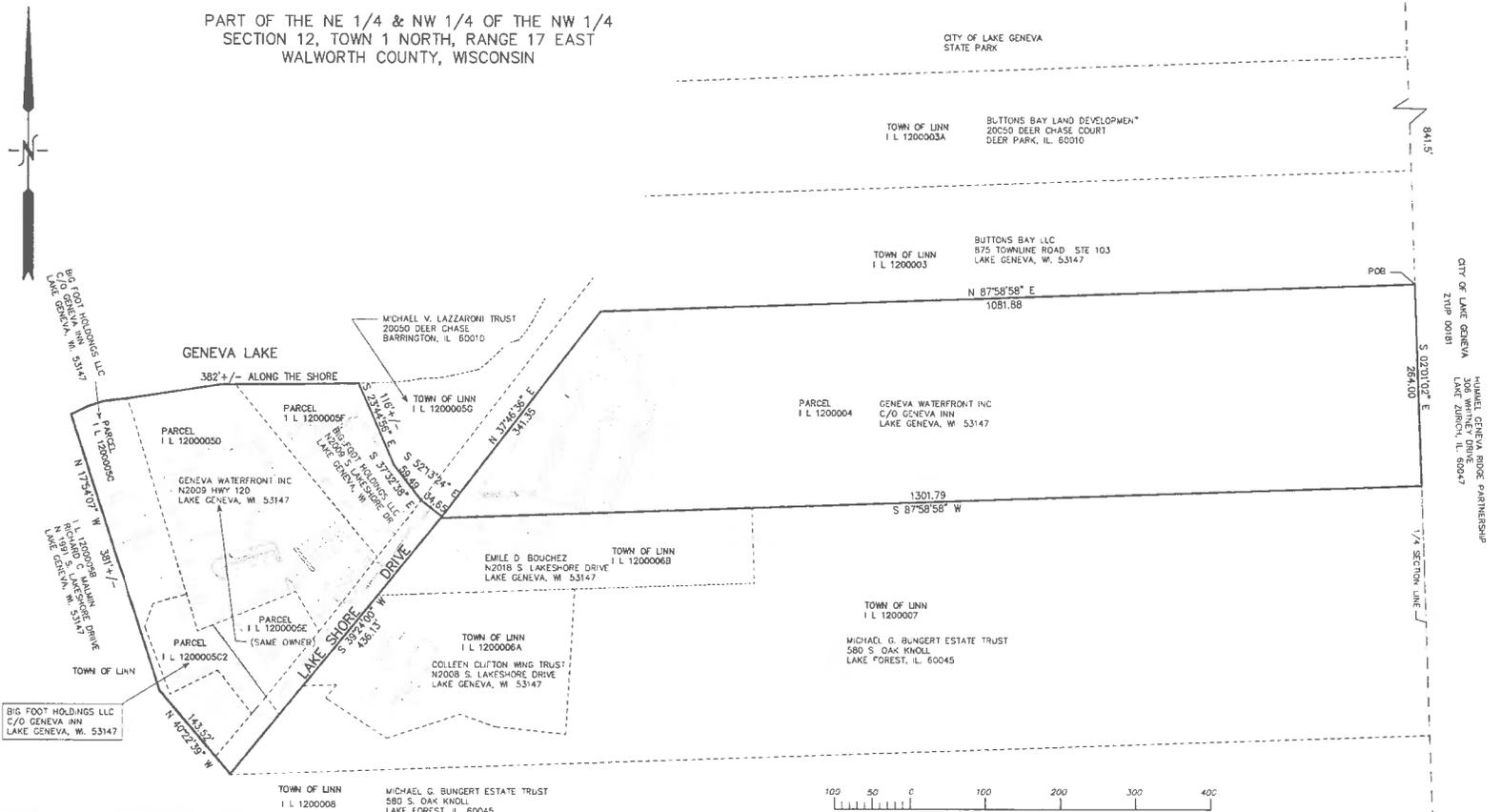
ATTEST:

City Clerk

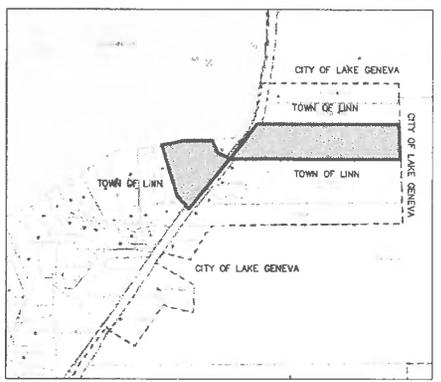
ANNEXATION MAP

PART OF THE NE 1/4 & NW 1/4 OF THE NW 1/4
SECTION 12, TOWN 1 NORTH, RANGE 17 EAST
WALWORTH COUNTY, WISCONSIN

NORTH 1/4 CORNER
12-1-17



BIG FOOT HOLDINGS LLC
C/O GENEVA INN
LAKE GENEVA, WI. 53147



LEGAL DESCRIPTION
ANNEXATION PARCEL

A PART OF THE TOWN OF LINN TO BECOME A PART OF THE CITY OF LAKE GENEVA, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 12, TOWN 1 NORTH, RANGE 17 EAST, WALWORTH COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT ON THE NORTH-SOUTH 1/4 SECTION LINE, 841.5 FEET SOUTH OF THE NORTH 1/4 CORNER FOR SAID SECTION 12 (T1N, R17E); THENCE S 02DEG 01MIN 02SEC E, 264.00 FEET; THENCE S 87DEG 58MIN 58SEC W, 1301.79 FEET TO THE CENTERLINE OF SOUTH LAKESHORE DRIVE; THENCE S 39DEG 24MIN W, 436.13 FEET ALONG SAID CENTERLINE; THENCE N 40DEG 22MIN 39SEC W, 143.52 FEET; THENCE N 17DEG 54MIN 07SEC W, 381 FEET MORE OR LESS TO THE SHORE OF GENEVA LAKE; THENCE NORTHEASTERLY ALONG GENEVA LAKE, 382 FEET MORE OR LESS TO A POINT LOCATED N 23DEG 44MIN 56SEC W, 43 FEET FROM AN IRON PIPE STAKE ON THE SOUTHWEST LINE OF IL 1200006; THENCE S 23DEG 44MIN 56SEC E, 43 FEET MORE OR LESS TO SAID IRON PIPE STAKE; THENCE CONTINUE S 23DEG 44MIN 56SEC E, 73.28 FEET TO AN IRON PIPE STAKE; THENCE S 37DEG 32MIN 38SEC E, 59.49 FEET TO AN IRON PIPE STAKE; THENCE S 52DEG 13MIN 24SEC E, 34.65 FEET TO THE CENTERLINE OF SAID SOUTH LAKESHORE DRIVE; THENCE N 37DEG 46MIN 36SEC E, ALONG SAID CENTERLINE, 341.35 FEET; THENCE N 87DEG 58MIN 58SEC E, 1081.88 FEET TO THE POINT OF BEGINNING. CONTAINING 10.64 ACRES OF LAND MORE OR LESS.

FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING ARCHITECTURE SURVEYING
7 HOBBSWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
OFFICE: (262) 723-2098 FAX: (262) 723-5886

REVISIONS

PROJECT NO
3230 15
DATE:
12-17-2015
SHEET NO
1 OF 1

EXHIBIT "A"

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



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

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

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

Section II - Applicant Information

1. Applicant Name: Troy Nottestad Date of Application: 10/2/2016
2. Organization Name: Richard "Duffy" Nottestad Memorial Fund. Inc.
3. Organization Type: For Profit Non-Profit (501(c),____) Tax ID: _____
4. Mailing Address: 1889 Dodge St.
5. City, State, Zip: Lake Geneva,
6. Phone: _____ E-mail: _____
7. Applicant's Drivers License #: _____ State license issued: _____
8. Are you applying as a resident of the City of Lake Geneva? Yes No
If yes, proof of residency must be attached.

Section III - Event Information

1. Title of Event: Duffy Nottestad Fishing Derby
2. Date(s) of Event: February 25, 2017
3. Location(s) of Event: On the ice in front of Riviera Beach
4. Hours: 9:00am-2:00pm - Set up on Friday
Start Time End Time

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

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

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 300

10. Basis for Estimate: Years Past

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

*If yes, list the location, size, Rental Company, and proof of completion of locates.
ice in front of beach, we own tent*

12. Will there be any animals? Yes No

If yes, what type and how many: _____

13. Detailed description of proposed event with map of exact location of the event and/or route.
Please see attached document(s)

*Requesting beach as a way of loading/unloading vehicles.
If possible, we would like to park 2 to 4 vehicles
on the beach! We would appreciate if all fees could
be waived! Thank you for your consideration.
[Signature]*

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

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

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

17. Will your event include the sale of beer and/or wine? Yes No
If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise? Yes No
If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

Section IV - Street Use

Check if this section does not apply.

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

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

Date(s) of use: _____

Total Number of Stalls Request: _____

Stall Number(s) and Location: _____

Additional Information:

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

Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).

- Electricity Explain: _____
- Water Explain: _____
- Traffic Control Explain: _____
- Police Services Explain: _____
- Fire/EMS Services Explain: _____
- Other Explain: _____

Section V- Fees

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

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

Total PAID with Application: \$ _____

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:

Iroy Nottelhad

DATE: 1/5/17

For Office Use Only

Date Filed with Clerk: 1/6/17 Payment with Application: \$ 25.00 Receipt: C170106-7

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]

Additional services needed: No stalls requested

Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: Fees waived excluding \$25 app fee

Committee/Council review (all that apply):

Park Board: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

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

Reasons/Conditions: _____

Council: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

Clerk's Office Completion:

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

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

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

Reason withheld: _____

Richard "Duffy" Nottestad Memorial Fund, Inc.

Dear Park Board,

Thank you for reviewing our application. As in the past nine years, we will set the event tent on the ice right off of the Riviera Beach. In the case of bad ice, like last year, we would like to set up the fishing weigh in station in front of Harry's Café. Our Insurance policy will be provided through Glass Insurance. The date that we are requesting is February 25, 2017. Thank you for all the support that you have shown us.

Sincerely,



Nick Nottestad

President – Richard "Duffy" Nottestad Memorial Fund, Inc

Nick Nottestad
W3271 McDonald Rd.
Lake Geneva, WI 53147

The 10th Annual Duffy Nottestad Fishing Derby is held on Geneva Lake in beautiful Lake Geneva. Our main goal is to raise monies for local Scholarships. In addition to scholarships, we support the local YMCA, local athletics, Special Olympics, and many others. To date, within our community, we have donated over \$120,000. Thank you for considering a donation. Happy holidays!

On February 25, 2017, we will be holding a fishing derby to raise monies for our community. The fishing derby was started after the death of my father, an educator and coach in the Lake Geneva School District for 32 years. He was an amazing man. Our attendance is approximately 500 to 600 people. Thank you for considering a donation to assist in our Fundraising efforts.

Nottestad Fishing Derby

Established 1997	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017 Fees Paid</u>	<u>2017 Potential Fees</u>
Beach Security Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Determined by PHL
Beach Application Fee	\$ -	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00	\$ 25.00
Beach Use Fee	\$ -	\$ -	\$ -	\$ -	\$ 105.00	\$ -	\$ 105.00
Barricades Fee (3)	\$ -	\$ -	\$ -	\$ -	\$ 15.00	\$ -	\$ 15.00
Barricades Security Deposit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00
Parking Admin Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00
Parking Stall Fee (3)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30.00
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 145.00	\$ 25.00	\$ 235.00
							\$ (50.00)
Amount Paid Less Security Deposits					\$ 145.00	\$ 25.00	\$ 185.00

Change of Agent application filed by Popeyes Galley & Grog, Ltd d/b/a Popeye's Restaurant, 811 Wrigley Drive, Lake Geneva, to Veronica Anagnos, 1001 Wisconsin Street, Lake Geneva

Gelting/Howell motion to approve. Motion carried 3 to 0.

Riviera Beach Use application filed by Troy Nottestad for the Duffy Nottestad Fishing Derby on the beach and ice held on Saturday, February 25, 2017 from 9am to 2pm with setup on Friday evening with request for waiver of \$105.00 Beach Use Fee (recommended by Piers, Harbors and Lakefront on Jan. 26, 2017)

City Clerk Waswo noted in the past the weigh station was in front of Harry's Café, which is only used if the condition of the ice is bad. She added the parking fees as she was not sure if the station would be in the stalls or on the sidewalk.

Gelting/Howell motion to approve with the same fees as paid in 2016 which includes the barricade fees if needed as well as use of the sidewalk in front of Harry's Café for a weigh station in the case of bad ice. Motion carried 3 to 0.

Park Reservation Permit application filed by Geneva Lake Arts Foundation for the annual "Art in the Park" event at Flat Iron Park including rental of the Brunk Pavilion, from 10am to 5pm on Saturday, August 12 and 10am to 4pm on Sunday, August 13, 2017 (recommended by Board of Park Commissioners on Feb. 1, 2017)

Mr. Kordus noted that when the pavilion was put in, it was for civic events such as this. City Clerk Waswo added the security deposit was not addressed at Park Board.

Gelting/Howell motion to approve including waiver of the Brunk Pavilion fee. Motion carried 3 to 0.

Parking Stall Bag Request filed by Geneva Lake Arts Foundation for "Art in the Park" to reserve Center Street parking stalls 720-793, Center Street Lot parking stalls 978-1002 including 1 handicap spot, and excluding stalls 728-730 on August 12-13, 2017 (96 stalls) with request of remaining fee of \$1,960 to be waived

Ms. Waswo stated they only paid for 1 day of 94 stalls and they are really renting 96.

Gelting/Kordus motion to approve. Motion carried 2 to 1 with Alderman Howell voting "no".

Street Use Permit application filed by Geneva Lake Arts Foundation to close Center Street from Main to Wrigley Drive on Saturday, August 12 from 6am to 9am and Sunday, August 13, 2017 from 6am to 9am and 4pm to 6pm for the annual "Art in the Park" event (recommended by Board of Park Commissioners on Feb. 1, 2017)

Gelting/Howell motion to approve. Motion carried 3 to 0.

Park Reservation Permit application submitted by Lake Geneva Jaycees to use Seminary Park for the annual Jaycees Easter Egg Hunt on Saturday, April 15, 2017 from 8am to 12pm with request for waiver of \$105.00 Park Use Fee (recommended by the Board of Park Commissioners on Feb. 1, 2017)

Gelting/Howell motion to approve. Motion carried 3 to 0.

Park Reservation Permit application filed by the Lake Geneva Jaycees to use Seminary and Flat Iron parks including Brunk Pavilion for the Venetian Festival on August 14 – 21, 2017 with payment of \$25.00 Application Fee and all other fees waived (recommended by the Board of Park Commissioners on Feb. 1, 2017)

Mr. Gelting questioned the parking stall fees for 2016. Mr. Kordus said they were not charged.

Gelting/Howell motion to approve. Motion carried 3 to 0.

Park Reservation Permit application filed by the Lake Geneva Jaycees to use Library Park on August 19 – 20, 2017 for the annual Arts and Crafts Fair and Jaycees Brat Stand with all fees waived (recommended by the Board of Park Commissioners on Feb. 1, 2017)

Gelting/Howell motion to approve. Motion carried 3 to 0.

Street Use Permit application filed by the Lake Geneva Jaycees for the use and closure of Wrigley Dr. from Center St. to Broad St. for Venetian Festival on August 15 – 21, 2017 with payment of \$25.00 Application Fee and all other fees waived

Gelting/Howell motion to approve. Motion carried 3 to 0.

Parking Stall Bag request filed by the Lake Geneva Jaycees for Venetian Festival to close Center Street Lot and the parking stalls on Center St. from the Alley South to Wrigley Dr. on August 14 – 21, 2017; and use of three parking spaces on either side of the East Walkway of Library Park on August 19 – 20, 2017 with payment of \$10.00 Administrative Fee and all other fees waived

Gelting/Howell motion to approve. Motion carried 3 to 0.

CITY OF LAKE GENEVA

EVENT PERMIT APPLICATION



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

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

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

Section II - Applicant Information

1. Applicant Name: Bart Ziegler Date of Application: 12/29/2016
2. Organization Name: Geneva Lake Arts Foundation
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: P.O. Box 623
5. City, State, Zip: Lake Geneva, WI, 53147
6. Phone: _____ E-mail: _____
7. Applicant's Drivers License #: _____ State license issued: _____
8. Are you applying as a resident of the City of Lake Geneva? Yes No
If yes, proof of residency must be attached.

Section III - Event Information

1. Title of Event: Art in The Park
2. Date(s) of Event: August 12th & 13th 2017
3. Location(s) of Event: Flat Iron Park
4. Hours: Saturday 10-5; Sunday 10-4

Start Time

End Time

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

6. Day of Event Contact Name: Bart Ziegler Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 5000

10. Basis for Estimate: Previous Years Estimate

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

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

12. Will there be any animals? Yes No

If yes, what type and how many: _____

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

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

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

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

17. Will your event include the sale of beer and/or wine? Yes No
If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise? Yes No
If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

Section IV - Street Use

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:

Road closures must include rental of barricades.

Center Street (Main and Wrigley) Closed:

Sat 6-9 AM

Sun 6-9 AM (AND) 4 PM-6 PM

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

Date(s) of use: August 12th & 13th 2017

Total Number of Stalls Request: 94

Stall Number(s) and Location: Center Street Parking Stalls 720-793; LC Lot and Parking Stalls 978-1002 including 1 handicap spot. Reserved all day Sat & Sun August

Additional Information:

Exclude 728-730 (Motorcycle Parking)

3. Description of signage to be used during event:

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

Signs at Home Depot for Shuttle Info

Signs at Park and on Center & Main

Banners on light poles on main (4) Displayed for 2 weeks

Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).

- Electricity Explain: City Electric Boxes Open and Accessable
- Water Explain: _____
- Traffic Control Explain: Center St Blocked 8/12 6-9am; 8/13 6-9am & 4-6pm
- Police Services Explain: Evening Security 6pm Aug 12 until 9am Aug 13
- Fire/EMS Services Explain: _____
- Other Explain: _____

Section V - Fees

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

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

Total PAID with Application: \$ 3233

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:

Bart Jung

DATE: 12/29/2016

For Office Use Only

Date Filed with Clerk: 1/3/17 Payment with Application: \$ 3233.00 Receipt: C170103-4

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied

Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Fire Chief: Approved Denied

Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied

Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied

Signed: [Signature]

Additional services needed: SDA 115 - Regenerated - Center Street

Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Committee/Council review (all that apply):

Park Board: Meeting Date(s): 2-1-17 [Signature] Approved Denied

Reasons/Conditions: !

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

Reasons/Conditions: _____

Council: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

Clerk's Office Completion:

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

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

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

Reason withheld: _____

To: City of Lake Geneva

From: Geneva Lake Arts Foundation

January 3, 2017

Re: Parking Stall Fee for Art in the Park

We are requesting that the parking stall usage/blockage fee remain \$10 per stall, per day for Art in the Park which is August 12-13, 2017. The Geneva Lake Arts Foundation has paid this \$10 fee per stall, per day in the past for Art in the Park.

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

Thank you,

A handwritten signature in cursive script that reads "Bart Ziegler". The signature is written in black ink and is positioned above the printed name.

Bart Ziegler

Director Art in the Park

ART IN THE PARK

Established 1980

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2016 Fees Retained</u>	<u>2017 Fees Paid</u>	<u>2017 Potential Fees</u>	
<u>Park Rental</u>							
Park Security Deposit	Waived	Waived	Waived		\$ -	\$ 100.00	
Park Application Fee	\$ 25.00	\$ 25.00	\$ 25.00		\$ 25.00	\$ 25.00	
Park Use Fee	\$ 105.00	\$ 105.00	\$ 210.00		\$ 210.00	\$ 210.00	Agenda - 12.c.
Brunk Pavilion			Waived		\$ 500.00	\$ 500.00	\$ 835.00
<u>Parking Stall Use</u>							
Parking Admin Fee	\$ 10.00	\$ 10.00	\$ 10.00		\$ 10.00	\$ 10.00	
Parking Stall Fee 93 Stalls - 2 days	\$ 1,962.30	\$ 1,962.30					
Parking Stall Fee 94 Stalls - 2 days			Paid \$1,880				
			Waived \$1,880				Agenda - 12.d.
Parking Stall Fee 96 Stalls - 2 days					\$ 1,880.00	\$ 3,840.00	\$ 3,850.00
<u>Street Use</u>							
Street Application Fee			\$ 25.00		\$ 25.00	\$ 25.00	Agenda - 12.e.
Street Use Fee	\$ 40.00	\$ 40.00	\$ 40.00		\$ 40.00	\$ 40.00	\$ 65.00
<u>Park Amenities</u>							
Benches Fee		\$ 30.00	\$ 50.00		\$ 50.00	\$ 50.00	
Benches Security Deposit			\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
Picnic Tables Fee		\$ 75.00	\$ 75.00		\$ 75.00	\$ 75.00	
Picnic Tables Security Deposit			\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
Barricades Fee		\$ 30.00	\$ 20.00		\$ 20.00	\$ 20.00	
Barricades Security Deposit			\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
Trash Receptacles Fee		\$ 30.00	\$ 40.00		\$ 48.00	\$ 48.00	
Trash Receptacles Security Deposit			\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 393.00
Dumpster Drop off	N/A	N/A	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	
Dumpster Pickup & Landfill fees	N/A	N/A	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 150.00
Street Dept Labor-Addtl Park Clean up				\$ 67.70			
TOTAL	\$ 2,102.30	\$ 2,102.30	\$ 2,575.00	\$ 417.70	\$ 3,233.00	\$ 5,293.00	
Security Deposit			\$ (200.00)		\$ (200.00)	\$ (300.00)	
Amount Less Security Deposit	\$ 2,102.30	\$ 2,102.30	\$ 2,375.00	\$ 417.70	\$ 3,033.00	\$ 4,993.00	

Retained after event due to
additional clean up & dumpster
rental

Total Less Security
Deposits

Change of Agent application filed by Popeyes Galley & Grog, Ltd d/b/a Popeye's Restaurant, 811 Wrigley Drive, Lake Geneva, to Veronica Anagnos, 1001 Wisconsin Street, Lake Geneva

Gelting/Howell motion to approve. Motion carried 3 to 0.

Riviera Beach Use application filed by Troy Nottestad for the Duffy Nottestad Fishing Derby on the beach and ice held on Saturday, February 25, 2017 from 9am to 2pm with setup on Friday evening with request for waiver of \$105.00 Beach Use Fee (recommended by Piers, Harbors and Lakefront on Jan. 26, 2017)

City Clerk Waswo noted in the past the weigh station was in front of Harry's Café, which is only used if the condition of the ice is bad. She added the parking fees as she was not sure if the station would be in the stalls or on the sidewalk.

Gelting/Howell motion to approve with the same fees as paid in 2016 which includes the barricade fees if needed as well as use of the sidewalk in front of Harry's Café for a weigh station in the case of bad ice. Motion carried 3 to 0.

Park Reservation Permit application filed by Geneva Lake Arts Foundation for the annual "Art in the Park" event at Flat Iron Park including rental of the Brunk Pavilion, from 10am to 5pm on Saturday, August 12 and 10am to 4pm on Sunday, August 13, 2017 (recommended by Board of Park Commissioners on Feb. 1, 2017)

Mr. Kordus noted that when the pavilion was put in, it was for civic events such as this. City Clerk Waswo added the security deposit was not addressed at Park Board.

Gelting/Howell motion to approve including waiver of the Brunk Pavilion fee. Motion carried 3 to 0.

Parking Stall Bag Request filed by Geneva Lake Arts Foundation for "Art in the Park" to reserve Center Street parking stalls 720-793, Center Street Lot parking stalls 978-1002 including 1 handicap spot, and excluding stalls 728-730 on August 12-13, 2017 (96 stalls) with request of remaining fee of \$1,960 to be waived

Ms. Waswo stated they only paid for 1 day of 94 stalls and they are really renting 96.

Gelting/Kordus motion to approve. Motion carried 2 to 1 with Alderman Howell voting "no".

Street Use Permit application filed by Geneva Lake Arts Foundation to close Center Street from Main to Wrigley Drive on Saturday, August 12 from 6am to 9am and Sunday, August 13, 2017 from 6am to 9am and 4pm to 6pm for the annual "Art in the Park" event (recommended by Board of Park Commissioners on Feb. 1, 2017)

Gelting/Howell motion to approve. Motion carried 3 to 0.

Park Reservation Permit application submitted by Lake Geneva Jaycees to use Seminary Park for the annual Jaycees Easter Egg Hunt on Saturday, April 15, 2017 from 8am to 12pm with request for waiver of \$105.00 Park Use Fee (recommended by the Board of Park Commissioners on Feb. 1, 2017)

Gelting/Howell motion to approve. Motion carried 3 to 0.

Park Reservation Permit application filed by the Lake Geneva Jaycees to use Seminary and Flat Iron parks including Brunk Pavilion for the Venetian Festival on August 14 – 21, 2017 with payment of \$25.00 Application Fee and all other fees waived (recommended by the Board of Park Commissioners on Feb. 1, 2017)

Mr. Gelting questioned the parking stall fees for 2016. Mr. Kordus said they were not charged.

Gelting/Howell motion to approve. Motion carried 3 to 0.

Park Reservation Permit application filed by the Lake Geneva Jaycees to use Library Park on August 19 – 20, 2017 for the annual Arts and Crafts Fair and Jaycees Brat Stand with all fees waived (recommended by the Board of Park Commissioners on Feb. 1, 2017)

Gelting/Howell motion to approve. Motion carried 3 to 0.

Street Use Permit application filed by the Lake Geneva Jaycees for the use and closure of Wrigley Dr. from Center St. to Broad St. for Venetian Festival on August 15 – 21, 2017 with payment of \$25.00 Application Fee and all other fees waived

Gelting/Howell motion to approve. Motion carried 3 to 0.

Parking Stall Bag request filed by the Lake Geneva Jaycees for Venetian Festival to close Center Street Lot and the parking stalls on Center St. from the Alley South to Wrigley Dr. on August 14 – 21, 2017; and use of three parking spaces on either side of the East Walkway of Library Park on August 19 – 20, 2017 with payment of \$10.00 Administrative Fee and all other fees waived

Gelting/Howell motion to approve. Motion carried 3 to 0.

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



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

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

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

Section II - Applicant Information

1. Applicant Name: Sean P Payne Date of Application: 1/17/17
2. Organization Name: Midwest SUP Racing Series
3. Organization Type: For Profit Non-Profit (501(c)) Tax ID: _____
4. Mailing Address: 744 W. Main St.
5. City, State, Zip: Lake Geneva WI 53147
6. Phone: _____ E-mail: _____
7. Applicant's Drivers License # _____ State license issued: _____
8. Are you applying as a resident of the City of Lake Geneva? Yes No
If yes, proof of residency must be attached.

Section III - Event Information

1. Title of Event: Midwest SUP Masters Race
2. Date(s) of Event: Sept. 8th 9th & 10th
3. Location(s) of Event: Lake Geneva Beach
4. Hours: 6 AM Start Time 8pm End Time

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

6. Day of Event Contact Name: David Schuster Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 50-100

10. Basis for Estimate: last year

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

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

13. Detailed description of proposed event with map of exact location of the event and/or route.
Stand up Paddle Board Races, lessons & Demos

14. Description of plan for handling refuse collection and after-event clean-up:
We will throw it into the dumpsters at the Riviera

15. Description of plan for providing event security (if applicable):
off duty police at night time

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

17. Will your event include the sale of beer and/or wine? Yes No
If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.

18. Will you or any other vendors be selling food or merchandise? Yes No
If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.

Section IV - Street Use

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:

Road closures must include rental of barricades.

N/A

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

Date(s) of use: _____

Total Number of Stalls Request: _____

Stall Number(s) and Location: _____

Additional Information:

3. Description of signage to be used during event:

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

None

Anticipated Services

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).

- Electricity Explain: if possible for microphone
- Water Explain: USE of restrooms per Sean Payne
- Traffic Control Explain: 10:05 1/20/17
- Police Services Explain: _____
- Fire/EMS Services Explain: _____
- Other Explain: _____

Section V- Fees

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

1/20/17

For Office Use Only

C170120-1

Date Filed with Clerk: ~~01/20/17~~ Payment with Application: \$ 25.00 Receipt: ~~0590928~~

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

~~Police Chief:~~ Approved Denied Signed: Ue

Additional services needed: _____

Additional fees or deposit: _____

~~Fire Chief:~~ Approved Denied Signed: Jan 27

Additional services needed: _____

Additional fees or deposit: _____

~~Street Dept.:~~ Approved Denied Signed: Phil Wason

Additional services needed: _____

Additional fees or deposit: _____

~~Parking Dept.:~~ Approved Denied Signed: S

Additional services needed: No stalls requested

Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: Doug Miller

Additional services needed: _____

Additional fees or deposit: \$100 Sec. dep + \$55.00 Resv. Fee

Committee/Council review (all that apply):

Park Board: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

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

Reasons/Conditions: _____

Council: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

Clerk's Office Completion:

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

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

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

Reason withheld: _____

Stephanie Gunderson

From:
Sent: Friday, January 20, 2017 11:16 AM
To: Stephanie Gunderson
Subject: Asking to waive additional fees

To the members of the Lake Geneva city council, I would like to ask to have the additional charges waived for our permit to rent the Lake Geneva Beach on Sept. 8th, 9th and 10th. We feel our race is a way to promote downtown Lake Geneva after the busy season is over.

David Schuster

Midwest SUP Masters Race

Established 2009

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017 Fees Paid</u>	<u>2017 Potential Fees</u>	
<u>Beach Rental</u>						
Beach Security Deposit	\$ -		\$ 100.00	\$ -	\$ 100.00	
Beach Application Fee	\$ -	\$ -	\$ 25.00	\$ 25.00	\$ 25.00	
Beach Use Fee	\$ -		\$ 165.00	\$ -	\$ 165.00	
<u>Parking Stall Use</u>						
Parking Admin Fee	\$ -	\$ 10.00	\$ -	\$ -	Not Requested	
Parking Stall Fee	\$ 60.00	\$ 90.00	\$ -	\$ -		
Parade Fee			\$ 25.00			
Barricades Fee	\$60.00	\$ -	\$ 80.00	\$ -	Not Requested	
Barricades Security Deposit	\$ -	\$ 50.00	\$ 50.00	\$ -		
	TOTAL	120.00	150.00	445.00	25.00	290.00
	Security Deposit		(50.00)	(150.00)		(100.00)
Amount Paid Less Security Deposits	120.00	100.00	295.00	25.00	190.00	

Fireworks Permit application filed by the Lake Geneva Jaycees to be held on Sunday, August 20, 2017
Gelting/Kordus motion to approve. Motion carried 3 to 0.

Temporary Class “B” License application submitted by the Lake Geneva Jaycees for the sale of fermented malt beverages August 15–21, 2017 in Flat Iron Park, 100 block of Center St. during the Venetian Festival
Gelting/Howell motion to approve. Motion carried 3 to 0.

Beach Reservation Permit application filed by Sean Payne to use the Lake Geneva Beach September 8 – 10, 2017 from 6:00am to 8:00pm for the 8th Annual Masters Race with payment of \$25.00 Application Fee and all other fees waived (recommended by Piers, Harbors and Lakefront on Jan. 26, 2017)
Howell/Kordus motion to approve. Motion failed 1 to 2 with Aldermen Gelting and Kordus voting “no”.
Kordus/Gelting motion to approve with no waiver of fees. Motion carried 3 to 0.

Original Massage Establishment application filed by Tiffany S. Sqaure, LMT
Gelting/Howell motion to approve. Motion carried 3 to 0.

Original 2016-2017 Operator’s (Bartender) License applications filed by Christine Anderson, Savannah Dettmann, Jessica Stola, Dana Trilla, Paul Wasylw, and David Wingate
Gelting/Howell motion to approve. Motion carried 3 to 0.

Discussion/Recommendation on purchasing new modems for the Luke Meters (Discussed at Public Works Committee on Nov. 10 and Dec. 8, 2016)
Mr. Kordus noted these have been tested and seem to be much more efficient. Parking Manager Mullally stated more maintenance is done in house. She tries to save money but she cannot cut costs on the modems as they are needed and will improve the system. The energy drain is a problem that she cannot get around.
Gelting/Howell motion to approve the purchase of new modems not to exceed the \$33,000 in the parking fund.
Motion carried 3 to 0.

Discussion/Recommendation on setting a public hearing for adoption of the Joint Uniform Lake Law Ordinance
Kordus/Howell motion to set the recommended date for March 27, 2017’s Council meeting. Motion carried 3 to 0.

Discussion/Recommendation on pre-annexation agreement for Geneva Waterfront Inc. and Big Foot Holdings LLC (Tax Key Nos. IL 1200004, IL 1200005C2, IL 1200005C, IL 1200005D, IL 1200005E)
Mr. Kordus stated this is regarding a pre-annexation agreement. It does not state that the City will move forward with annexation. It was presented to the City by the Geneva Inn, it was not solicited. Mr. Oborn summarized the terms of the pre-annexation agreement. Alderman Howell would like an explanation of how this will benefit the City. Mr. Oborn said tax revenue. He added the Utility Commission extended services to the Geneva Inn without them being annexed. Anyone with the water and sewer became urban in the past. He would recommend not waiving the 5 years of taxes because of the issues they would have to deal with. He does recommend annexation. Mr. Gelting agrees as it has already been taken as an urban property. We need to maintain the integrity of the lake by keeping the sewer on our system.
Gelting/Howell motion to move to Council without recommendation. Motion carried 3 to 0.

Discussion/Recommendation on amending the Employee Compensation Policy Performance Rate for employees above the mid range pay scale from 50% to 75% (Recommended by the Personnel Committee on Jan. 26, 2017)
Mr. Oborn stated he received input that the disparity between those above mid and those below was too drastic. The intent was to accelerate the people below mid a little more than above mid because you want people at least at the mid.
Gelting/Howell motion to approve. Motion carried 3 to 0.

Discussion/Recommendation on a onetime \$250.00 pay adjustment for employees who have been with the City for more than 2 years and are above the mid level on the pay structure but below the maximum in their pay scale (Recommended by the Personnel Committee on Jan. 26, 2017)
Howell/Gelting motion to approve for full-time employees. Motion carried 3 to 0.

PUBLIC WORKS COMMITTEE MINUTES
THURSDAY, NOVEMBER 10, 2016 – 5:00 P.M.
CITY HALL, MEETING ROOM 2A

Meeting was called to order by Chairman Kordus at 5:01 p.m.

Roll Call: Present: Chairman Kordus, Ald. Skates and Hedlund. Absent: Ald. Gelting and Flower. Also Present: City Administrator Oborn, Mayor Kupsik, City Attorney Draper, Director of Public Works Earle, Street Superintendent Waswo and Parking Manager Mullally. Public Present: Ken DePratt of KD Poolscales.

Approval of Public Works Committee meeting minutes from October 13, 2016 as prepared and distributed
 Kordus/Hedlund motion to approve minutes as presented. Motion carried 3 to 0.

Comments from the public limited to 5 minutes. None.

Skates/Hedlund motion to suspend the rules and move agenda item 8 (ROW permit application for 736 Pine Tree Lane) to the next item after public comments. Motion carried 3 to 0.

Discussion/Recommendation on ROW permit application from KD Poolscales Inc. for Bryan and Mary Durkin at 736 Pine Tree Lane.

The permit application is a request to remove the existing flagstone wall and replace it in the same location with blocks. The problem is that the existing wall is in the City's right of way and this could be a liability issue. Various options were discussed including rebuilding the wall on the homeowner's property line instead of in the City right of way. DPW Earle has the authority to issue a permit for excavation in the City's right of way so that the wall can be removed and dirt hauled away. If the homeowner wishes to rebuild the wall, he will need to apply for a variance. No further discussion.

Discussion/Recommendation on upgrading the parking meter modems.

Parking Manager Mullally is recommending upgrading the parking meter modems as approved by the Parking Commission on July 20, 2016. The Luke II machines were installed in 2012/2013 and are a hybrid of cellular and wifi modems that are solar powered. At the time of installation there was talk of installing a wifi tower in the City but this has not happened. There have been problems where batteries need to be changed once or twice a month. This reduces the integrity of the system which is designed to be continuous. When testing with the new modem, the batteries only needed to be changed once or twice a year. The new modems would come with a 5 year warranty and funding would come from the parking budget. The committee discussed whether or not we should be looking at hard wiring the Luke II machines and asked Mullally to come up with a list of machines that could be hard wired.

Kordus/Hedlund motion to continue this item to the next Public Works meeting. Motion carried 3 to 0.

Discussion/Recommendation on WisDot Lake Geneva/Williams Bay UA Functional Classification.

DPW Earle explained that after every census the DOT does a reclassification of the roads in the municipality. The DOT is looking to modify the process of approving these reclassifications by appointing one person within the City to have the authority to approve them. DPW Earle does not recommend this and would like all reclassifications from the DOT to go through the Public Works Committee. All agreed; no further discussion.

Discussion/Recommendation on possibility of creating a one-way for the alley between Wheeler and George Street, west of Tollman Street.

The property on the corner of the alley has requested a permit through the building inspector to replace an existing fence. The permit was approved by the planning commission but when DPW Earle looked at the plans he noticed that the fence would be in the City's right of way. The planning commission only has the authority to approve work on private property not in the City's right of way. The existing fence is not solid and can be seen through but you would not be able to see through the proposed new fence which could be a hazard. The Police Department suggested that the City look at making the alley one way which would solve the sight line problem the fence could create. DPW Earle is looking for direction from the Public Works Committee as to whether they wish to pursue making the alley one way. They do not. No further discussion.

PUBLIC WORKS COMMITTEE MINUTES
THURSDAY, DECEMBER 8, 2016 – 5:00 P.M.
CITY HALL, MEETING ROOM 2A

Meeting was called to order by Chairman Kordus at 5:00 p.m.

Roll Call: Present: Chairman Kordus, Alderman Flower, and Alderman Hedlund. Absent: Aldermen Gelting and Skates. Also Present: City Administrator Oborn, Mayor Kupsik, Director of Public Works Earle, and Parking Manager Mullally. Public Present: Chris Schultz.

Approval of Public Works Committee meeting minutes from November 11, 2016 as prepared and distributed
Hedlund/Flower motion to approve. Carried unanimously.

Comments from the public limited to 3 minutes. None.

Updates from Director of Public Works: (item taken out of order from agenda)

Director of Public Works Earle noted a sidewall was blown out of one of the loader tires that runs the big snow blower that loads the trucks yesterday. He was able to find one in Illinois. Pete's Tire Service from Elkhorn is going to get it. It is around \$2,200 dollars for the tire and install. He has emailed the Chairman and City Administrator and is hoping to get that done in the morning as it is going to snow over the weekend. He said they do have the funds.

Lakeshore Drive Parking Lot

Mr. Earle stated the Lakeshore Drive parking lot is paved. They left the top coat off because they can't stripe. He gave them a drop dead date for the top coat of Memorial Day 2017. They are going to leave it blocked off for now. If it is needed for overflow parking for Winterfest, it will be opened. He doesn't want to plow it until the top coat is on as it still has the binder on it. There is an inch and a half of curb showing. If there is no snow, there isn't a problem.

2016 1-Ton Plow

Mr. Earle noted the cab and chassis has been bought and are waiting for the box, plow and salter. It was picked up yesterday, so it is in Janesville now. He would imagine it would be a month or two for them to get it back. The reason it is taking longer is because they ordered Henderson Equipment for it. If another brand was ordered, they would have had it in a week. It takes a little longer to get the better equipment.

Main Street Temporary Lighting

Mr. Earle informed the committee that the lighting is up on Main Street and should be on. There were 3. The poles should be coming down between tomorrow and Tuesday.

2010 Bucket Truck

Mr. Earle stated they did find a bucket truck, and it is located in North Carolina. He sent Dan Hall to look at it. It is a good truck and is cheaper and better than the other one. They did get the annual inspection and other testing. It should be on its way Monday morning, and is a two day trip. Mr. Hedlund asked if it is the truck that was originally looked at for \$39,000. Mr. Earle said it was. It is two years newer and has less miles and hours.

Update on Parking Kiosk Upgrades – Parking Manager Mullally (item taken out of order from agenda)

Parking Manager Mullally is exploring options to upgrade and improve the performance of the meters. In the past there have been some energy concerns with the battery consumption. Last year she tested a low performing machine with a different modem. They went from changing the batter 2 or 3 times a month to 1 time for the year. The current modems that we have drain the battery. She spoke to the manufacturer and was told to change the modems. She was given two options. The first option was the 450 which came out to \$33,000 and was put in the budget for next year. She is also testing another modem. She did more research on how much it would be to hard wire the meters as well. The cost for the outfit to make a solar meter into an a/c meter would be \$1,700 per meter. If we did all the meters it would be \$102,000 and that is not including other items. She does not feel that would be a wise investment. She has been testing other modems as well. She has not been in any discussions regarding wi-fi. The people from T2 stated they would discourage putting these meters under wi-fi due to complaints from other customers. She noted we would have our own network, so

we would have to be pci compliant. Ms. Mullally gave a selection of kiosks to DPW Earle for hardwiring and he is waiting for those numbers to come in. Mayor Kupsik asked if we need to look at potentially wiring some kiosks. Ms. Mullally replied if we changed hours in the morning, there wouldn't be a problem. If they are extended at night, then all of them would have to be done. The 450 modem they have tested has a 5 year warranty. They are currently testing a second modem as well. Ms. Mullally would like to do more testing and give more findings in March.

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)

Mr. Oborn explained we are moving forward with consideration of the Utility Commission's recommendation ordinance. It can be modified. The Utility Commission can still exist, but two modifications are possible. Actual construction work could be under the supervision of the Public Works Committee or corresponding authority. The current ordinance has construction projects coming under the Utility Commission and they have all the authority. Coordination is going to be needed. He questioned if the committee wants supervision. He recommends it. Mr. Kordus said he likes the idea of approving any extensions outside the city limits and making sure that comes through the Council. Ms. Flower said she doesn't think it hurts to have it in place. Director of Public Works Earle said a \$250,000 limit would be good. Mr. Hedlund said items should go to Council so people are aware and know what is going on with their money. Hedlund/Flower motion to adopt item 4a with the stipulation that all projects over \$250,000 must be approved by Public Works and Council. Motion carried unanimously.

Discussion/Recommendation on Utility Ordinance change pertaining to restriction of extension of Water and Sewer outside City Limits without approval from the City Council as allowed by WI Statute Section 66.0805(4)(a)

Mr. Oborn stated given the opportunity the committee has for control over contracted construction projects, one of the projects would be line extensions outside the city limits. The current ordinance leaves it under the Utility Commission's discretion. He feels this is a policy decision and the City should weigh in. Hedlund/Flower motion to approve. Motion carried unanimously.

Discussion/Recommendation on Historical Rail Bed Designation, Sage Street

Mr. Kordus asked what they are going to do and who is going to pay for it. Mr. Oborn said the City is currently the property owner. Once the item gets a recommendation from the City, Plan Commission will have purview over it. Mr. Oborn said if it is put under the local designation of the Historic Preservation Committee, if we ever wanted to put anything through there we have to go through them to do it. Mayor Kupsik stated it was turned down in the past because people didn't want a locomotive sitting in their front yard. He is concerned as they need to follow the municipal code. Mr. Oborn noted the letter was handed to him, so it was the equivalent to a certified letter. Mr. Oborn added the issue we are having is from the property owner standpoint. Mr. Kordus said they have 60 days to make a decision. Mr. Hedlund asked what the advantage is to the City to do this. Mr. Oborn said it would be giving recognition.

Hedlund/Kordus motion to deny.

Ms. Flower asked if it was approved, would the City be able to make a road or path on that land. Mr. Hedlund answered no and added they would have to ask permission from the Historic Preservation Commission. Mr. Oborn said the advantage to the property owner is a tax credit, but they give up flexibility. He said there is not a tax credit in this situation, so there is no incentive. Mr. Earle added there is a sign there already. Mayor Kupsik said there would be a lot of clean up to get it ready to do what they want to do.

Motion carried unanimously.

Adjournment.

Hedlund/Kordus motion to adjourn at 5:47 pm. Motion carried unanimously.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PUBLIC WORKS COMMITTEE

Fireworks Permit application filed by the Lake Geneva Jaycees to be held on Sunday, August 20, 2017

Gelting/Kordus motion to approve. Motion carried 3 to 0.

Temporary Class “B” License application submitted by the Lake Geneva Jaycees for the sale of fermented malt beverages August 15–21, 2017 in Flat Iron Park, 100 block of Center St. during the Venetian Festival

Gelting/Howell motion to approve. Motion carried 3 to 0.

Beach Reservation Permit application filed by Sean Payne to use the Lake Geneva Beach September 8 – 10, 2017 from 6:00am to 8:00pm for the 8th Annual Masters Race with payment of \$25.00 Application Fee and all other fees waived (recommended by Piers, Harbors and Lakefront on Jan. 26, 2017)

Howell/Kordus motion to approve. Motion failed 1 to 2 with Aldermen Gelting and Kordus voting “no”.

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Original Massage Establishment application filed by Tiffany S. Sqaure, LMT

Gelting/Howell motion to approve. Motion carried 3 to 0.

Original 2016-2017 Operator’s (Bartender) License applications filed by Christine Anderson, Savannah Dettmann, Jessica Stola, Dana Trilla, Paul Wasyliw, and David Wingate

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Discussion/Recommendation on purchasing new modems for the Luke Meters (Discussed at Public Works Committee on Nov. 10 and Dec. 8, 2016)

Mr. Kordus noted these have been tested and seem to be much more efficient. Parking Manager Mullally stated more maintenance is done in house. She tries to save money but she cannot cut costs on the modems as they are needed and will improve the system. The energy drain is a problem that she cannot get around.

Gelting/Howell motion to approve the purchase of new modems not to exceed the \$33,000 in the parking fund.

Motion carried 3 to 0.

Discussion/Recommendation on setting a public hearing for adoption of the Joint Uniform Lake Law Ordinance

Kordus/Howell motion to set the recommended date for March 27, 2017’s Council meeting. Motion carried 3 to 0.

Discussion/Recommendation on pre-annexation agreement for Geneva Waterfront Inc. and Big Foot Holdings LLC (Tax Key Nos. IL 1200004, IL 1200005C2, IL 1200005C, IL 1200005D, IL 1200005E)

Mr. Kordus stated this is regarding a pre-annexation agreement. It does not state that the City will move forward with annexation. It was presented to the City by the Geneva Inn, it was not solicited. Mr. Oborn summarized the terms of the pre-annexation agreement. Alderman Howell would like an explanation of how this will benefit the City. Mr. Oborn said tax revenue. He added the Utility Commission extended services to the Geneva Inn without them being annexed. Anyone with the water and sewer became urban in the past. He would recommend not waiving the 5 years of taxes because of the issues they would have to deal with. He does recommend annexation. Mr. Gelting agrees as it has already been taken as an urban property. We need to maintain the integrity of the lake by keeping the sewer on our system.

Gelting/Howell motion to move to Council without recommendation. Motion carried 3 to 0.

Discussion/Recommendation on amending the Employee Compensation Policy Performance Rate for employees above the mid range pay scale from 50% to 75% (Recommended by the Personnel Committee on Jan. 26, 2017)

Mr. Oborn stated he received input that the disparity between those above mid and those below was too drastic. The intent was to accelerate the people below mid a little more than above mid because you want people at least at the mid. Gelting/Howell motion to approve. Motion carried 3 to 0.

Discussion/Recommendation on a onetime \$250.00 pay adjustment for employees who have been with the City for more than 2 years and are above the mid level on the pay structure but below the maximum in their pay scale (Recommended by the Personnel Committee on Jan. 26, 2017)

Howell/Gelting motion to approve for full-time employees. Motion carried 3 to 0.

AN ORDINANCE AMENDING JOINT UNIFORM LAKE LAW ORDINANCE OF GENEVA LAKE, WALWORTH COUNTY, WISCONSIN

The Common Council of the City of Lake Geneva, the Village Boards of the Village of Williams Bay and the Village of Fontana-on-Geneva Lake, and the Town Boards of the Town of Linn and the Town of Walworth, Walworth County, Wisconsin, do ordain jointly and identically, in conformity with Sections 30.77 and 30.81 of the Wisconsin Statutes, as follows:

1. The Joint Uniform Lake Law Ordinance of Geneva Lake, Walworth County, Wisconsin, be and the same is hereby repealed and recreated to read as follows:

Section I. Applicability and Enforcement.

- (a) The provisions of this ordinance are adopted in the interest of public health and safety and shall apply to persons, boats and other objects upon, in and under the waters and ice of Geneva Lake within the jurisdictions of the city, villages and towns above named, which are all such municipalities surrounding, riparian to, and having jurisdiction over said lake.
- (b) This ordinance shall be enforced by the officers, employees and agents of the Geneva Lake Law Enforcement Agency, and by the properly designated and authorized officers and agents of said municipalities.
- (c) Water Safety Patrol. The Geneva Lake Water Safety Committee, Inc., through its Water Safety Patrol shall:
 - 1. Promote water safety upon Geneva Lake in Walworth County, Wisconsin, including water rescue, promulgating and encouraging practices conducive to the safety of persons and property incident to the use and enjoyment of water traffic, pleasure and sports.
 - 2. Educate in promoting water safety in all of its aspects.

Section II. State Boating and Water Safety Laws and Administrative Orders and Rules Adopted.

- (a) The statutory provisions describing and defining regulations with respect to water and ice traffic, boats, boating and related water and ice activities in the following enumerated Sections 30.50 through 30.81 inclusive of the Wisconsin Statutes, are hereby adopted and by reference made a part of this ordinance as if fully set forth herein. Any act required to be performed or prohibited by the provisions of any statute incorporated by reference herein is required or prohibited by this ordinance.
- (b) All rules and orders created by the Wisconsin Department of Natural Resources designated Chapter NR 5 of the Wisconsin Administrative Code, modifying or supplementing the foregoing provisions of the state law or which may be adopted or made in the future are hereby incorporated in and made a part of this ordinance by reference to the same as if they are or were to be set out herein verbatim.
- (c) All deletions, additions and amendments which may be made to the sections of the State laws enumerated under Section II (a) above are hereby adopted and incorporated herein by reference as of the time of their respective effective dates, as if they were to be set out herein verbatim.
- (d) Speed limits.
 - 1. No person shall operate any boat powered by an engine, or any other boat, in or upon the waters of Geneva Lake at a speed in excess of 45 miles per hour between sunrise and sunset; nor at a speed in excess of 15 miles per hour between sunset and sunrise, except as noted in section II (d) 2 below.
 - 2. On weekends (from 12:01 p.m. every Friday to midnight Sunday) and on Memorial Days, July 3-5th, and Labor Days of each year, no person shall operate any boat powered by an engine, or any other boat, in or upon the waters of Geneva Lake at a speed in excess of 35 miles per hour between sunrise and sunset.
 - 3. The speed limit set forth in section II (d)1 shall not apply to Police Patrol boats in situations involving emergencies, or while engaged in law enforcement, nor to boats participating in a duly authorized race, regatta or water ski meet duly authorized by a permit while operating in the designated area authorized by said permit. The speed limit set forth in section II (d)1 shall not apply to Water Safety Patrol boats in situations involving emergencies.
- (e) Careless, negligent, or reckless operators.
 - 1. No person shall operate or use any boat powered by an engine or any other boat, or manipulate any water skis,

aquaplane or similar device in or upon the waters of Geneva Lake in a careless, negligent, or reckless manner so as to endanger another person's life, safety or property of another.

Section III. Zones, Areas and Restrictions.

(a) Zones and areas defined.

1. All areas marked by buoys and/or regulatory markers and properly permitted by the DNR and local municipalities are so designated as swimming zones.
2. The traffic area shall be beyond 300 feet distant and parallel to the shoreline, and 100 feet from any dock, raft, pier, structure, mooring area or buoyed restricted area.

(b) Restrictions.

1. Traffic lights. Any municipality may install and operate boat traffic lights and when so installed and operating they must be obeyed by all boat or other watercraft operators using such traffic area.
2. No water traffic outside the traffic area shall exceed the "slow-no-wake" speed limit.

Section IV. Additional Safety Regulations and Rules.

(a) Swimming Regulations.

1. Swimming From Boats. No person shall swim from any boat unless such boat is anchored or the boat is manned by a competent person.
2. Swimming in Traffic Area. No person shall swim in the traffic area unless accompanied by a boat manned by a competent person. Such boat shall stay within 50 feet of and guard such swimmer. This paragraph is subject to the provisions set forth in paragraph 3 below.
3. Hours Limited. No person shall swim in the traffic area from sunset to sunrise.

(b) Water Skiing.

1. All water skiing is limited to the traffic area.
2. No watercraft which shall have in tow a person or persons on water skis, surf-boards, or similar devices shall be operated upon Geneva Lake unless such watercraft shall be occupied by at least 2 competent persons. One person shall operate the boat and observe boat traffic at all times and the second shall observe the towed person.
3. The drivers or operators of all watercraft by means of which aquaplanes, water skis, or similar devices are being towed, and the riders of such devices, must conform to the same rules and clearance as provided in this ordinance for motor boats.
4. Any person using water skis, an aquaplane or a similar device, or any person who is towed in any manner by a watercraft or other means shall wear a United States Coast Guard approved Personal Flotation Device.

(c) Spearfishing.

Under or in water spear fishing is prohibited within 100' of municipal piers, harbors, (Lake Geneva/Riviera, Williams Bay, Fontana, Linn Pier/Trinke Estates, Abbey Harbor) and marinas.

(d) Buoys to be out by the first day of winter.

1. All buoys shall be removed from the water by the first day of winter of each year.
2. Every municipality or the Water Safety Patrol may remove all buoys, regulatory markers or aids to navigation being privately owned or placed which are not removed before the first day of winter of each year.

Section V. Littering or Polluting.

(a) No person shall deposit, place or throw any cans, bottles, debris, refuse, garbage, solid or liquid waste, sewage or effluent into the waters of the lake or upon the ice when formed or cause or permit the same to be done by any agent or employee.

Section VI. Markers and Navigation Aids.

(a) Standard Markers. All regulatory markers, navigation aids and other waterway markers placed upon the waters of the lake shall comply with the regulations of the Department of Natural Resources and approval of the designee of the local government.

Section VIII. Repeal of Conflicting Ordinances.

Any ordinance conflicting with the provisions of this ordinance or any part thereof is hereby repealed.

Section IX. Severability.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or constitutional, by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other section, subsection, sentence, clause or phrase or portion thereof. The Board or Council hereby adopting this ordinance declares that they would have passed this ordinance and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions thereof may be declared invalid or unconstitutional.

Section X. Penalties.

1. Any person who shall violate Section 30.67(1) of the Wisconsin Statutes which are adopted as local ordinances in Section II of this ordinance shall, upon conviction thereof, shall forfeit and be subject to the penalties as set forth in Section 30.80 Wisconsin Statutes as amended from time to time and as set forth in the bond schedule as it is amended from time to time, on file with the court having jurisdiction for the enforcement of this Joint Uniform Lake Law Ordinance for Geneva Lake.
2. Any person violating Section 30.67(2) shall forfeit the amounts set forth in Section 30.80, Wisconsin Statutes as amended from time to time and as set forth in the bond schedule as it is amended from time to time, on file with the court having jurisdiction for the enforcement of the Joint Uniform Lake Law Ordinance for Geneva Lake.
3. Any person who shall violate sections 30.681(1)(a) or (b) or 30.684(5) of the Wisconsin Statutes which are adopted as local ordinances in Section II of this ordinance shall, upon conviction thereof, forfeit and be subject to the applicable penalties as set forth in Sections 30.80(6)(a) – (e) of the Wisconsin Statutes as amended from time to time and as set forth in the bond schedule as it is amended from time to time, on file with the court having jurisdiction for the enforcement of the Joint Uniform Lake Law Ordinance for Geneva Lake.
4. Any person who shall violate those provisions set forth in Section II of this ordinance and for which penalties are not specifically provided for herein shall, upon conviction thereof, forfeit an amount as set forth in the bond schedule as it is amended from time to time, on file with the court having jurisdiction for the enforcement of the Joint Uniform Lake Law Ordinance for Geneva Lake.
5. Any person violating any provision of the Joint Uniform Lake Law Ordinance for which a penalty is not provided for herein or which is not provided for in the bond schedule as it is amended from time to time, on file with the court having jurisdiction for the enforcement of the Joint Uniform Lake Law Ordinance of Geneva Lake, shall forfeit not more than \$500 for the first offense and shall forfeit not more than \$1,000 upon conviction of the same offense a 2nd or subsequent time within one year.

2. Effective Date.

This ordinance shall be in full force and effect upon and from its passage, approval and publication as required by law.

PASSED AND ADOPTED by the Common Council of the City of Lake Geneva, the Village Boards of the Village of Williams Bay and the Village of Fontana-on-Geneva Lake, and the Town Boards of the Town of Linn and the Town of Walworth, Walworth County, Wisconsin, on the dates set forth below.

Month xx, 2017

Fireworks Permit application filed by the Lake Geneva Jaycees to be held on Sunday, August 20, 2017
Gelting/Kordus motion to approve. Motion carried 3 to 0.

Temporary Class “B” License application submitted by the Lake Geneva Jaycees for the sale of fermented malt beverages August 15–21, 2017 in Flat Iron Park, 100 block of Center St. during the Venetian Festival
Gelting/Howell motion to approve. Motion carried 3 to 0.

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Gelting/Howell motion to approve the purchase of new modems not to exceed the \$33,000 in the parking fund.
Motion carried 3 to 0.

Discussion/Recommendation on setting a public hearing for adoption of the Joint Uniform Lake Law Ordinance

Kordus/Howell motion to set the recommended date for March 27, 2017’s Council meeting. Motion carried 3 to 0.

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Howell/Gelting motion to approve for full-time employees. Motion carried 3 to 0.

CITY OF LAKE GENEVA

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



Memorandum

Date: January 25, 2017

To: Personnel Committee

From: Blaine Oborn, City Administrator

Subject: 1) Discussion/Update/Recommendation on Employee Compensation Policy with 2017 Merit Increase process and possible special 2017 Adjustment
2) Discussion/Recommendation on revising the Employee Compensation Policy including calculation of performance rate adjustments for employees above the mid-range in the pay scale

The City of Lake Geneva has implemented Employee Performance Based Increases effective January 1, 2017. The City modified the Compensation Policy before the first merit increases from the original rigid scoring for the Merit Increase to a cumulative scoring to allow more flexibility in the Merit Increase rate earned.

The summary of the first City merit increases for 2017 are as follows:

	<u>Below Mid</u>	<u>Above Mid</u>
Maximum Pay Increase	3.0000%	1.5000%
Pay Increase Average	2.3050%	1.2273%
Pay Increase Median	2.4000%	1.2750%
Average of Maximum	80%	85%
Number of Employees	31	27

There are also two employees above maximum that received the Bonus that are not included in the summary. This includes Full-time and Part-time employee who received an evaluation in the Public Works Department, Administration, City Clerk's Office, Comptroller's Office, Court, Parking Services, Building & Zoning, and the non-representative employees in the Police Department.

I thank the supervisors' and employees' cooperation in implementing the Compensation Policy with pay raises based upon merit via Employee Evaluations. When I did the Employee Benefit Workshops explaining the Compensation Policy, I mentioned that the City would likely adjust the policy in the future as we try to develop an equitable merit system.

Given input I have received, for next year I am suggesting the City Council revise the Compensation Policy so those employees above the mid range in their pay scale receive an increase closer to what employees receive that are below mid range in their pay scale. I am recommending that the percentage the employees above the mid receive be increased from 50% of the total to 65% for the 2018 merit increases.

Also, in light of the results for 2017, I committed to bring the issue to the Personnel Committee for your consideration. To thank the employee for their participation and to adjust the 2017 pay raises to closer to what was anticipated, I am recommending that Full-time employees hired before January 1, 2015 that are above the mid but not above the maximum in their pay scale receive a onetime slump sum pay adjustment in the amount of \$250. Given this is the first year, the City budgeted for the maximum pay increases as we had no experience to go by, so the funding is available.



CITY OF LAKE GENEVA PERSONNEL POLICY

COMPENSATION POLICY

Adopted by Common Council	7/11/2016
Amended by Common Council	11/14/2016

I. PURPOSE

The City recognizes that employees play a significant role in the provision of services in the community. The City strives to recruit and retain high quality employees to provide public services. It is the policy of the City to provide fair and competitive pay and benefits to its employees. Compensation, inclusive of all pay and benefits, shall be established and adjusted periodically to ensure the city's ability to recruit, motivate and retain quality employees. The City's pay plan shall be based on the principles of job content and responsibility, with compensation based on merit and local market conditions.

II. DEPARTMENT RESPONSIBLE

The City Administrator will ensure that this policy is enforced.

III. COMMITTEE OVERSIGHT

The Personnel Committee and Common Council will oversee this policy.

IV. OBJECTIVES

- Provide fair and equitable rates of pay to employees with respect to comparable municipal employers.
- Maintain an equitable compensation relationship among the various positions within the City.
- Provide a rational, consistent, and objective method to establish and maintain a wage/salary structure that includes a market rate, with a minimum and maximum wage rate, for each position.

- Ensures pay rates and employee progression through the pay range are based on individual performance that meets or exceeds expectations and reflects changing economic conditions.
- Establishes and maintains a market position which is fiscally responsible with public resources.
- Establishes pay rates that allow the City to successfully compete for, recruit and retain qualified employees

V. POSITION CLASSIFICATION PLAN

The City of Lake Geneva utilizes an objective classification system to rate job positions. The basis of the system is a written job description and job evaluation points for each position. The City Administrator is responsible for the administration and maintenance of the Classification Plan with job classification changes approved by the Personnel Committee and City Council.

The job description includes essential duties; education; experience; training; licensure; certification(s); level of knowledge; and skills and abilities required to perform essential duties of the position.

Job evaluation points are assigned to each position. Job descriptions are the basis for the assignment of job evaluation points. The job evaluation point totals are used to assign a position to a pay range.

VI. PAY RATE ADJUSTMENTS

The City Administrator shall be responsible for implementing all salary adjustments. Employees shall be advised of all salary changes. Salary adjustments may occur as result of the following:

- **Cost-of-Living Adjustment to Pay Scale:** The Common Council may grant a cost-of-living adjustment each fiscal year based on the recommendation of the City Administrator and budgetary constraints. Cost of living increases shall be applied uniformly to each pay range in the Pay Scale.
- **Performance-Based Increase:** Performance-based increases may be awarded in conjunction with the City's Performance Evaluation Program. The Performance Evaluation Program shall include the following performance levels:
 - Excellent (E)
 - Very Good (VG)

- Satisfactory (S)
- Needs Improvement (NI)

Employees who receive a performance rating below “satisfactory” shall be placed on a performance improvement plan and shall be ineligible for a performance-based wage increase.

VII. PERFORMANCE EVALUATIONS

Employee performance evaluations shall be completed annually, between July and November, for implementation in January of the subsequent year. Performance increases are based on individual employee’s performance evaluation rating. The maximum amount of a performance adjustment shall be established annually by the Common Council.

VIII. PERFORMANCE-BASED INCREASE

Employees whose base pay is less than the maximum rate established for their respective position range will be eligible for an annual step advancement and performance adjustment in accordance with the following:

- 1) Performance Advancement for Employees Below Mid Range: Annually and until the employee reaches the mid-point rate of the pay range, covered employees shall be eligible to advance to a higher pay rate amount in the Wage and Salary Schedule. Advancement shall be granted as a percentage, up to 100%, of the maximum allowed Performance Based Increase in accordance with the scoring method.
- 2) Performance Adjustment for Employees above Mid Range: Upon attaining the mid-point rate of the pay range, covered employees become eligible for a performance increase annually thereafter. Advancement beyond the mid-point of the salary range shall be granted as a percentage, up to 50%, of the maximum allowed Performance Based Increase in accordance with the scoring method.
- 3) Performance Bonus for Employees above the Maximum Range: An employee shall not be paid at a rate exceeding the maximum step in the pay range. Employees whose base pay has reached the maximum rate for their respective position range shall be eligible to receive a Performance Bonus. The criteria for a performance bonus shall be the same as established for performance adjustment for employees above mid range. A performance bonus shall be recognized to be a one-time payment that does not increase the employee’s base pay rate.
- 4) Scoring Method for Performance Based Increase. Using the Employee Performance Evaluation Form, the scoring for each goal/criteria item and for the overall goals and performance rating, shall be as follows:

Excellent (E) equals 10 points.
Very Good (VG) equals 8 points.
Satisfactory (S) equals 6 points.
Needs Improvement (NI) equals 4 points.

The completed Employee Performance Evaluation Form shall be submitted to the City Human Resources Department (HR). HR shall calculate the Total Evaluation Score and the Total Score Possible and then derive the Percentage Eligible Score. The Total Merit Increase percentage as determined by the Common Council shall be multiplied by the Percentage Eligible Score to determine the Merit Increase % (percentage) Earned. The Merit Increase % Earned shall be applied as set forth in the Compensation Policy, Section VIII Items (1), (2), and (3).

IX. NEW EMPLOYEES

The annual step advancement or performance adjustment for employees with less than one year of service shall be postponed to the anniversary date of employment and unless otherwise agreed upon by the Personnel Committee. The City Administrator may approve hiring from the minimum to midpoint pay range. Starting salary will be substantiated based on skills and experience. Hiring above midpoint shall require Personnel Committee approval.

X. SPECIAL ADJUSTMENTS

In the event that an employee's experience; and/or skills and abilities; and/or performance substantially exceed expectations for an employment position(s), the Personnel Committee may recommend special adjustments in addition to the cost-of-living and performance-based increases. The City Administrator may approve progress promotions (already approved progressions such as Laborer to Equipment Operator, and Equipment Operator to Heavy Equipment Operation) from the minimum to mid point in the new pay scale range. New salary will be substantiated based on skills and experience. Promotions above midpoint shall require Personnel Committee approval.

XI. ELECTED POSITIONS OF CITY ATTORNEY AND MUNICIPAL JUDGE

The elected positions of City Attorney and Municipal Judge are exempt from the annual evaluation process and shall receive the annual cost of living increase when there is one.

**PERSONNEL COMMITTEE MINUTES
THURSDAY, JANUARY 26, 2017 – 4:00 PM
CITY HALL MEETING ROOM 2A**

Meeting was called to order by Alderman Hedlund at 4:05 p.m.

Roll Call. Present: Aldermen Hedlund, Horne, Flower, Howell. Absent: Aldermen Chappell. Also Present: Mayor Kupsik, City Administrator Oborn, and City Clerk Waswo. Public Present: Chris Schultz.

Comments from the public limited to 5 minutes, limited to items on this agenda
None.

Approve the Personnel Committee minutes from October 27, 2016 as prepared and distributed
Horne/Howell motion to approve. Motion carried unanimously.

Discussion/Recommendation/Action on filling Building & Zoning Administrator Vacancy and modifying duties
Mr. Oborn noted the ad is already on the City's website, the league's website, as well various local papers. There has been discussion of modifying the position to include economic development. Alderman Flower questioned if the City's current economic development process is more reactive than proactive. Mr. Oborn said it is. Mr. Oborn said he doesn't recommend it, but is presenting it. Mr. Hedlund doesn't feel there is enough going on to justify two full-time positions. Ms. Flower feels the City could use some help recruiting businesses that will thrive in the downtown. Mr. Oborn said the City works with the BID and the economic development corporation with regard to that. Ms. Flower recommended making an adjustment to the duties and advertise it as such.
Flower/Horne motion to fill the Building & Zoning Administrator vacancy and to add economic development to the duties in the advertisements. Motion carried unanimously.

Discussion/Recommendation/Action on filling City Hall Counter Clerk (Parking) Vacancy
Hedlund/Flower motion to instruct staff to fill the position of City Hall Counter Clerk (Parking). Motion carried unanimously.

Discussion/Recommendation on revisiting the Employee Compensation Policy including calculation of performance rate adjustments for employees above the mid-range in the pay scale – *item discussed out of order*

Mr. Oborn is looking for ways to make it not so far between the people below mid and above mid. He is requesting a onetime adjustment in a lump sum payment. He was leaning toward \$250.00. He noted it would only be for employees who have been here for over two years and are above the mid but not the max. Mayor Kupsik questioned if the bonus is because the compensation plan had flaws in it. Mr. Hedlund feels they overshot the runway a little bit. Ms. Flower questioned if the policy got the employees below mid up to the mid. Mr. Hedlund said he doesn't think everyone will ever be above mid because of turnover. Mayor Kupsik said he feels this will have to be done every year. Mr. Oborn recommends focusing on increasing the scale because of inflation so there won't be so many people in the maximum or eliminate the maximum. Mr. Hedlund said instead of 50% less than max for someone over the mid, 75% would bring it closer. He would like to see 75% because it is a round number but feels it may need to be revisited again.

Hedlund/Horne motion to change the performance rate adjustment for employees above the mid range pay scale from 50% to 75%.

Mr. Horne said this doesn't fix the issue of paying people based on their performance. He feels it is rewarding people with average performance and penalizing people who have great performance. Mr. Oborn said with people he has authority to hire, they will be hired between minimum and mid.

Motion carried 3 to 1 with Alderman Flower voting "no".

Discussion/Update/Recommendation on Employee Compensation Policy with 2017 Merit Increase process and possible special 2017 Adjustment- *item discussed out of order*

Mr. Hedlund said this would be to make it up to those employees above mid level who we inadvertently set the bar too high for. The administrator would like to give a onetime \$250.00 pay adjustment for employees who have been with the City for more than 2 years and are above the mid level on the pay structure but not above the maximum. The disparity between the 1.2% and 1.5% is about \$150 for the average salary. The disparity between 1.2% and 2% was about \$400, so this is in the middle. He feels this shows goodwill as well. Horne/Flower motion to approve the recommendation by the City Administrator for the onetime payment amount of \$250.00. There was discussion on issues with Public Works employees' holiday pay.

Mr. Horne withdrew his motion.

Hedlund/Flower motion to approve a \$250 onetime adjustment to employees who have been with the City more than 2 years who are above mid but below max in their pay scale as well as a \$100 per day holiday pay adjustment for Public Works employees who worked Christmas Day or New Year's Day who did not get time and a half compensation. Motion carried unanimously.

Discussion/Update/Recommendation on Employee Health Benefits costs and alternative plan options

Mr. Oborn explained the City is currently PPO with Sisco. He gave a number of options that the City could switch to. He would share the information he presented with the employees. He is going to look at going to a more advantageous HMO, a narrower network, and the State plan. Mr. Hedlund requested this agenda item be on each meeting.

Discussion/Recommendation on revised Pay Scale Grades Resolutions for Full-time and Part-time Non-represented Employees

Mr. Oborn said they had done some adjustments with certain positions and this is a cleanup item. There was discussion regarding promotion within the City.

Hedlund/Horne motion to recommend the information Mr. Oborn presented including the change of the asterisk to the PD Communications Supervisor go to Council for approval. Motion carried unanimously.

Discussion/Action on Personnel Committee Meeting times

Mr. Hedlund stated the meeting will be the first Tuesday of the month at 4:30pm. The committee decided to meet next on March 7th at 4:30pm. There will tentatively be a special meeting on the 14th of February.

Closed Session

Hedlund/Flower 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 City Clerk Annual Performance Evaluation to include the Mayor and City Administrator

Roll Call: Flower, Hedlund, Horne, Howell voting "yes". Motion carries 4 to 0.

Meeting went into closed session at 5:40pm.

Open Session

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

Meeting went into open session at 5:50pm.

Howell/Horne motion to proceed as discussed in closed session. Motion carried unanimously.

Adjourn

Horne/Flower motion to adjourn at 5:50pm. Motion carried 4 to 0.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE

Fireworks Permit application filed by the Lake Geneva Jaycees to be held on Sunday, August 20, 2017
Gelting/Kordus motion to approve. Motion carried 3 to 0.

Temporary Class “B” License application submitted by the Lake Geneva Jaycees for the sale of fermented malt beverages August 15–21, 2017 in Flat Iron Park, 100 block of Center St. during the Venetian Festival
Gelting/Howell motion to approve. Motion carried 3 to 0.

Beach Reservation Permit application filed by Sean Payne to use the Lake Geneva Beach September 8 – 10, 2017 from 6:00am to 8:00pm for the 8th Annual Masters Race with payment of \$25.00 Application Fee and all other fees waived (recommended by Piers, Harbors and Lakefront on Jan. 26, 2017)
Howell/Kordus motion to approve. Motion failed 1 to 2 with Aldermen Gelting and Kordus voting “no”.
Kordus/Gelting motion to approve with no waiver of fees. Motion carried 3 to 0.

Original Massage Establishment application filed by Tiffany S. Sqaure, LMT
Gelting/Howell motion to approve. Motion carried 3 to 0.

Original 2016-2017 Operator’s (Bartender) License applications filed by Christine Anderson, Savannah Dettmann, Jessica Stola, Dana Trilla, Paul Wasylw, and David Wingate
Gelting/Howell motion to approve. Motion carried 3 to 0.

Discussion/Recommendation on purchasing new modems for the Luke Meters (Discussed at Public Works Committee on Nov. 10 and Dec. 8, 2016)
Mr. Kordus noted these have been tested and seem to be much more efficient. Parking Manager Mullally stated more maintenance is done in house. She tries to save money but she cannot cut costs on the modems as they are needed and will improve the system. The energy drain is a problem that she cannot get around.
Gelting/Howell motion to approve the purchase of new modems not to exceed the \$33,000 in the parking fund.
Motion carried 3 to 0.

Discussion/Recommendation on setting a public hearing for adoption of the Joint Uniform Lake Law Ordinance
Kordus/Howell motion to set the recommended date for March 27, 2017’s Council meeting. Motion carried 3 to 0.

Discussion/Recommendation on pre-annexation agreement for Geneva Waterfront Inc. and Big Foot Holdings LLC (Tax Key Nos. IL 1200004, IL 1200005C2, IL 1200005C, IL 1200005D, IL 1200005E)
Mr. Kordus stated this is regarding a pre-annexation agreement. It does not state that the City will move forward with annexation. It was presented to the City by the Geneva Inn, it was not solicited. Mr. Oborn summarized the terms of the pre-annexation agreement. Alderman Howell would like an explanation of how this will benefit the City. Mr. Oborn said tax revenue. He added the Utility Commission extended services to the Geneva Inn without them being annexed. Anyone with the water and sewer became urban in the past. He would recommend not waiving the 5 years of taxes because of the issues they would have to deal with. He does recommend annexation. Mr. Gelting agrees as it has already been taken as an urban property. We need to maintain the integrity of the lake by keeping the sewer on our system.
Gelting/Howell motion to move to Council without recommendation. Motion carried 3 to 0.

Discussion/Recommendation on amending the Employee Compensation Policy Performance Rate for employees above the mid range pay scale from 50% to 75% (Recommended by the Personnel Committee on Jan. 26, 2017)
Mr. Oborn stated he received input that the disparity between those above mid and those below was too drastic. The intent was to accelerate the people below mid a little more than above mid because you want people at least at the mid.
Gelting/Howell motion to approve. Motion carried 3 to 0.

Discussion/Recommendation on a onetime \$250.00 pay adjustment for employees who have been with the City for more than 2 years and are above the mid level on the pay structure but below the maximum in their pay scale (Recommended by the Personnel Committee on Jan. 26, 2017)
Howell/Gelting motion to approve for full-time employees. Motion carried 3 to 0.



missed due to inclement weather is without regular pay for non-salaried employees. Employees may request to use paid time off or compensatory time, but in the event of severe weather or other extreme circumstance as determined by the employer, the City's need for the employee's attendance to perform his or her duties will prevail.

603. Overtime

Because of the nature of work, employees may occasionally be asked to work overtime on weekends or holidays or additional hours during the regular workday and are expected to comply with such requests. Overtime compensation is paid to all non-exempt employees at one and one-half times the employee's regular rate for all hours worked in excess of forty (40) hours per week. Non-exempt City employees must receive authorization from their supervisors before working any overtime. After an employee has worked approved overtime, it must be recorded on a timesheet for the period it was worked.

Overtime pay is based on actual hours worked and holidays; therefore, any time taken for unpaid breaks or meals will not be included as time worked for the purposes of calculating overtime hours. Time off due to PTO, Medical Leave Bank, compensatory time or any leave of absence will not be factored into hours worked when calculating overtime.

604. Pay Schedule

Employees will be paid on a biweekly basis, with each pay-week's timesheet reflecting all work performed from Monday through Sunday. Compensation for employee salary and wages shall be administered through direct deposit of funds to the banking account(s) specified by each employee; no individual paychecks will be issued by the City. Each employee is responsible, upon hire, for providing the City Comptroller with the banking information required to establish this direct deposit arrangement. During the course of employment with the City, each employee shall be responsible for notifying the City Comptroller of any changes to this information as soon as possible.

605. Timekeeping

Each non-exempt employee is responsible for and required to accurately record his or her work times and break times for each workday, including any use of paid time off. Each employee will be held accountable for any failure to completely and accurately record his or her time. Each employee will be required to verify the completeness and accuracy of hours documented on his or her time card by signing it, and must immediately report any errors. Tampering with, falsifying or altering time cards, or

Discussion/Recommendation on a \$100 per day holiday pay adjustment for Street Department employees who worked Christmas Day or New Year's Day who did not get time and a half compensation (*Recommended by the Personnel Committee on Jan. 26, 2017*)

Gelting/Howell motion to approve a \$100 prorated per 8 hour day holiday pay adjustment for Street Department employees who worked on Christmas Day and New Year's Day who did not get time and a half compensation. Motion carried 3 to 0.

Discussion/Recommendation on Resolution 17-R01, amending the employee pay scales to include the Director of Public Works, Street Dept. Superintendent, Street Dept. Arborist/Lead, Street Dept. Lead, Senior Financial Analyst, and City Hall Office Assistant (*Recommended by the Personnel Committee on Jan. 26, 2017*)

Gelting/Kordus motion to approve. Motion carried 3 to 0.

Presentation of Accounts – Alderman Kordus

Purchase Orders (none)

Prepaid bills in the amount of \$19,446.65

Gelting/Howell motion to approve. Motion carried 3 to 0.

Regular bills in the amount of \$146,872.41

Gelting/Howell motion to approve in the amount of \$121,872.41. It was decided to hold the \$25,000 first quarter payment to Visit Lake Geneva because the agreement may have changed with the new Tourism Commission. Motion carried 3 to 0.

Closed Session

Howell/Gelting 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 City Clerk Annual Performance Evaluation to include City Administrator Oborn

Motion carried 3 to 0.

Committee went into closed session at 7:29pm.

Open Session

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

Unanimously carried

Committee came into open session at 7:41pm.

Howell/Gelting motion to follow the Personnel Committee's recommendation. Motion carried 3 to 0.

Adjournment

Gelting/Howell motion to adjourn at 7:42pm.

/s/ Sabrina Waswo, City Clerk

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

Resolution 17-01

The Common Council of the City of Lake Geneva hereby establishes the following Pay Scale Grades and Pay Scale for the following Full-time Non-Represented Employees for the 2017 Budget Year effective February 13, 2017:

Position	Assigned Pay Scale Grade	Grade Salary Range		
		Min	Mid	Max
Full Time Salaried Staff:				
City Administrator	21	83,431.82	95,946.59	108,461.36
Police Chief	19	74,254.02	85,392.12	96,530.23
Comptroller	18	70,050.96	80,558.61	91,066.25
Director of Public Works	18	70,050.96	80,558.61	91,066.25
Assistant Police Chief	17	66,085.81	75,998.69	85,911.56
Police Lieutenant	16	62,345.11	71,696.87	81,048.64
Police Sergeant*	14	55,486.92	63,809.96	72,133.00
Building & Zoning Administrator	14	55,486.92	63,809.96	72,133.00
City Clerk	13	52,346.15	60,198.08	68,050.00
Parking Manager	12	49,383.16	56,790.64	64,198.11
PD Communications Supervisor*	10	43,950.84	50,543.47	57,136.09
PD Data Systems Administrator*	7	36,901.97	42,437.27	47,972.56
PD Administrative Assistant*	6	34,813.18	40,035.16	45,257.14
PD Dispatchers*	6	34,813.18	40,035.16	45,257.14
PD Data Entry*	6	34,813.18	40,035.16	45,257.14
Full time Hourly Staff:				
Sr. Financial Analyst	15	28.2770	32.5185	36.7601
Street Dept. Superintendent	14	26.6764	30.6779	34.6793
Street Dept. Arborist/Lead	11	22.3980	25.7577	29.1174
Street Dept. Lead	10	21.1302	24.2997	27.4693
Financial Analyst/Treasurer	9	19.9342	22.9243	25.9144
Cemetery Sexton	8	18.8058	21.6267	24.4476
Heavy Equipment Operators	8	18.8058	21.6267	24.4476
Equipment Operators	7	17.7413	20.4025	23.0637
Cemetery Equipment Operator	7	17.7413	20.4025	23.0637
Building & Grounds Administrator	7	17.7413	20.4025	23.0637
Municipal Court Clerk	7	17.7413	20.4025	23.0637
Custodian	6	16.7371	19.2477	21.7582
Street Dept. Laborer	6	16.7371	19.2477	21.7582
Assistant City Clerk	6	16.7371	19.2477	21.7582
Janitor	5	15.7897	18.1582	20.5266
City Hall Front Counter Clerk	4	14.8960	17.1304	19.3648
Building & Zoning Clerk	4	14.8960	17.1304	19.3648

Notes:

* Salaried Employees that receive Overtime.

Adopted this 13th day of February, 2017.

ALAN KUPSIK, Mayor

SABRINA WASWO, City Clerk

Resolution 17-R01

The Common Council of the City of Lake Geneva hereby establishes the following Pay Scale Grades and Pay Scale for the following Part-time Non-Represented Employees for the 2017 Budget Year effective February 13, 2017:

Position	Assigned Pay Scale Grade	Grade Salary Range		
		Min	Mid	Max
Permanent Part-time Staff - Salaried:				
City Attorney - 60%	22	53,062.64	61,022.03	68,981.43
City Judge - 15%	20	11,806.39	13,577.35	15,348.31
Fire Chief - 50%	17	33,042.91	37,999.34	42,955.78
Deputy Fire Chief - 8%	12	3,950.65	4,543.25	5,135.85
Assistant Fire Chief - 5%	10	2,197.54	2,527.17	2,856.80
Emergency Mgmt Dep Director - 30%	10	13,185.25	15,163.04	17,140.83
Permanent Part-time Staff - Hourly:				
PD Part time Patrol Officer	9	19.93	22.92	25.91
Harbormaster	7	17.74	20.40	23.06
Benefits Clerk	7	17.74	20.40	23.06
Code Enforcement Officer	5	15.79	18.16	20.53
PD Reserves	5	15.79	18.16	20.53
City Hall Front Counter	4	14.90	17.13	19.36
Part-time Dispatch	4	14.90	17.13	19.36
PD Booking Officer	3	14.05	16.16	18.27
Parking Maintenance Lead	2	13.26	15.25	17.23
Parking Enforcement	1	11.13	12.80	14.72
Videographer	1	11.13	12.80	14.72
City Hall Office Assistant	0.8	9.91	11.39	13.10
Chief Inspector poll workers per hour	0.4	8.82	10.14	11.66
Poll Workers per hour	0.2	7.85	9.02	10.38
Seasonal Part-time - Hourly				
Beach Supervisor	1	12.51	14.38	16.26
Street Seasonal Lead	1	12.51	14.38	16.26
Asst Beach Supervisor	0.9	11.80	13.57	15.60
Boat Launch Attendants	0.8	11.13	12.80	14.72
Riviera Security Guards	0.8	11.13	12.80	14.72
Street Seasonal	0.6	9.91	11.39	13.10
Beach Attendants	0.5	9.35	10.75	12.36
Crossing Guards	0.5	9.35	10.75	12.36

Adopted this 13th day of February, 2017.

ALAN KUPSIK, Mayor

SABRINA WASWO, City Clerk

Mr. Hedlund said this would be to make it up to those employees above mid level who we inadvertently set the bar too high for. The administrator would like to give a onetime \$250.00 pay adjustment for employees who have been with the City for more than 2 years and are above the mid level on the pay structure but not above the maximum. The disparity between the 1.2% and 1.5% is about \$150 for the average salary. The disparity between 1.2% and 2% was about \$400, so this is in the middle. He feels this shows goodwill as well. Horne/Flower motion to approve the recommendation by the City Administrator for the onetime payment amount of \$250.00. There was discussion on issues with Public Works employees' holiday pay.

Mr. Horne withdrew his motion.

Hedlund/Flower motion to approve a \$250 onetime adjustment to employees who have been with the City more than 2 years who are above mid but below max in their pay scale as well as a \$100 per day holiday pay adjustment for Public Works employees who worked Christmas Day or New Year's Day who did not get time and a half compensation. Motion carried unanimously.

Discussion/Update/Recommendation on Employee Health Benefits costs and alternative plan options

Mr. Oborn explained the City is currently PPO with Sisco. He gave a number of options that the City could switch to. He would share the information he presented with the employees. He is going to look at going to a more advantageous HMO, a narrower network, and the State plan. Mr. Hedlund requested this agenda item be on each meeting.

Discussion/Recommendation on revised Pay Scale Grades Resolutions for Full-time and Part-time Non-represented Employees

Mr. Oborn said they had done some adjustments with certain positions and this is a cleanup item. There was discussion regarding promotion within the City.

Hedlund/Horne motion to recommend the information Mr. Oborn presented including the change of the asterisk to the PD Communications Supervisor go to Council for approval. Motion carried unanimously.

Discussion/Action on Personnel Committee Meeting times

Mr. Hedlund stated the meeting will be the first Tuesday of the month at 4:30pm. The committee decided to meet next on March 7th at 4:30pm. There will tentatively be a special meeting on the 14th of February.

Closed Session

Hedlund/Flower 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 City Clerk Annual Performance Evaluation to include the Mayor and City Administrator

Roll Call: Flower, Hedlund, Horne, Howell voting "yes". Motion carries 4 to 0.

Meeting went into closed session at 5:40pm.

Open Session

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

Meeting went into open session at 5:50pm.

Howell/Horne motion to proceed as discussed in closed session. Motion carried unanimously.

Adjourn

Horne/Flower motion to adjourn at 5:50pm. Motion carried 4 to 0.

/s/ Stephanie Gunderson, Assistant City Clerk

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**City of Lake Geneva
Council Meeting
February 13, 2017**

Prepaid Checks

1/25/17 - 2/03/17

**Total:
\$19,446.65**

Checks over \$5,000:

\$ 12,539.55 *Inland Continental Property - 2016 Newport West Lot Share*

**City of Lake Geneva
Council Meeting
February 13, 2017**

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	\$ 130,229.48
2. Debt Service	20	\$ -
3. TID #4	34	\$ -
4. Lakefront	40	\$ 9,985.87
5. Capital Projects	41	\$ -
6. Parking	42	\$ 646.81
7. Cemetery	48	\$ 416.92
8. Equipment Replacement	50	\$ -
9. Library Fund	99	\$ 5,593.33
10. Impact Fees	45	\$ -
11. Tax Agency Fund	89	\$ -
Total All Funds		<u><u>\$146,872.41</u></u>

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

COUNCIL MEETING DATE: 2/13/17

TOTAL UNPAID ACCOUNTS PAYABLE **\$ 146,872.41**

ITEMS > \$5,000

Lake Geneva Convention & Visitors Bureau - 1st Quarter Payment	\$ 25,000.00
Lexipol LLC - Subscription, Training Bulletins, Law Enforcement Policy Manual	\$ 15,708.00
Walworth County Public Works - November Salt; Bridge Inspection	\$ 11,665.98
Wisconsin Department of Justice - 2017 TTY Annual Charge	\$ 9,258.00
Nyquist Engineering - 4th Quarter Services	\$ 6,386.16
Vanguard Sculpture Services - 3 Graces Fountain Repair (Final Payment)	\$ 6,055.00
Wisconsin Supreme Court - Judicial Education	\$ 5,022.65
Geneva Lake Environmental Agency - February Payment	\$ 5,000.00

Balance of Other Items \$ 62,776.62

Discussion/Recommendation on a \$100 per day holiday pay adjustment for Street Department employees who worked Christmas Day or New Year's Day who did not get time and a half compensation (*Recommended by the Personnel Committee on Jan. 26, 2017*)

Gelting/Howell motion to approve a \$100 prorated per 8 hour day holiday pay adjustment for Street Department employees who worked on Christmas Day and New Year's Day who did not get time and a half compensation. Motion carried 3 to 0.

Discussion/Recommendation on Resolution 17-R01, amending the employee pay scales to include the Director of Public Works, Street Dept. Superintendent, Street Dept. Arborist/Lead, Street Dept. Lead, Senior Financial Analyst, and City Hall Office Assistant (*Recommended by the Personnel Committee on Jan. 26, 2017*)

Gelting/Kordus motion to approve. Motion carried 3 to 0.

Presentation of Accounts – Alderman Kordus

Purchase Orders (none)

Prepaid bills in the amount of \$19,446.65

Gelting/Howell motion to approve. Motion carried 3 to 0.

Regular bills in the amount of \$146,872.41

Gelting/Howell motion to approve in the amount of \$121,872.41. It was decided to hold the \$25,000 first quarter payment to Visit Lake Geneva because the agreement may have changed with the new Tourism Commission. Motion carried 3 to 0.

Closed Session

Howell/Gelting 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 City Clerk Annual Performance Evaluation to include City Administrator Oborn

Motion carried 3 to 0.

Committee went into closed session at 7:29pm.

Open Session

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

Unanimously carried

Committee came into open session at 7:41pm.

Howell/Gelting motion to follow the Personnel Committee's recommendation. Motion carried 3 to 0.

Adjournment

Gelting/Howell motion to adjourn at 7:42pm.

/s/ Sabrina Waswo, City Clerk

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FINANCE, LICENSE & REGULATION COMMITTEE**

INVOICES DUE ON/BEFORE 02/14/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
5ALARM 5 ALARM FIRE & SAFETY EQUIP							
163765-1	01/12/17	01	CALIBRATION GAS	1122005800		02/14/17	253.97
						INVOICE TOTAL:	253.97
						VENDOR TOTAL:	253.97
ADVANAU ADVANCE AUTO PARTS							
7193701026001	01/10/17	01	CARB,LUBE,SILICONE SPRAYS	1122005351		02/14/17	64.47
						INVOICE TOTAL:	64.47
7193701726276	01/17/17	01	OIL 15W40	4800005351		02/14/17	10.58
						INVOICE TOTAL:	10.58
7193702344216	01/23/17	01	LUBE-BOAT TRAILER	1122005351		02/14/17	16.36
						INVOICE TOTAL:	16.36
7193702358329	01/23/17	01	TOGGLE SEALS	1122005240		02/14/17	11.96
						INVOICE TOTAL:	11.96
						VENDOR TOTAL:	103.37
ALADD ALADDIN FIRE PROTECTION LLC							
138939	01/03/17	01	SCBA CYLINDER TESTING	1122005820		02/14/17	2,186.00
						INVOICE TOTAL:	2,186.00
						VENDOR TOTAL:	2,186.00
ALUMI ALUMITANK INC							
189473	12/30/16	01	FUEL TANK-AMB 3	1122005240		02/14/17	1,430.15
						INVOICE TOTAL:	1,430.15
						VENDOR TOTAL:	1,430.15
AMAZO AMAZON							
8932-12/2016	01/24/17	01	ADULT DVDS	9900005414		02/14/17	78.00

INVOICES DUE ON/BEFORE 02/14/2017

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

AMAZO	AMAZON						
8932-12/2016	01/24/17	02	FILES, COFFEE, SHREDDERS	9900005211		02/14/17	224.32
		03	DISC REPAIR SYSTEM	9900005310			35.94
		04	TISSUES, BATTERIES	9900005350			47.78
						INVOICE TOTAL:	386.04
						VENDOR TOTAL:	386.04
AMYS	AMY'S SHIPPING EMPORIUM						
7393	12/21/16	01	UPS-RETURN INTOXIMETERS	1121005312		02/14/17	18.85
						INVOICE TOTAL:	18.85
						VENDOR TOTAL:	18.85
ARROW	ARROW PEST CONTROL INC						
70767	01/23/17	01	PEST CONTROL-JAN	1116105360		02/14/17	55.00
						INVOICE TOTAL:	55.00
						VENDOR TOTAL:	55.00
ARROWI	ARROW INTERNATIONAL INC						
94487668	12/30/16	01	EZ-IO NEEDLES	1122005810		02/14/17	240.05
						INVOICE TOTAL:	240.05
						VENDOR TOTAL:	240.05
AT&T81	AT&T						
RE020317	01/13/17	01	262 R42-8188 663 1 CITY HALL	1116105221		02/14/17	266.60
		02	262 R42-8188 663 1-POLICE	1121005221			266.60
		03	262 R42-8188 663 1-COURT	1112005221			29.61
		04	262 R42-8188 663 1-METER	4234505221			29.62
		06	262 248-2264 368 9-FIRE DEPT	1122005221			324.92
		07	262 248-4567 367 1-911 MODEM	1121005221			217.05
		08	262 248-4715 125 4-CITY HALL	1116105221			267.85
		10	262 248-4913 601 4-STR FAX/DSL	1132105221			181.42

INVOICES DUE ON/BEFORE 02/14/2017

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

AT&T81	AT&T						
RE020317	01/13/17	12	262 249-5299 313 5-6 LIB LINES	9900005221		02/14/17	144.45
		13	262 249-5299 313 5-1 STR LINE	1132105221			24.07
		14	262 249-5299 313 5-COURT FAX	1112005221			24.07
		15	262 249-5299 313 5-CH ALARM	1116105221			48.15
		16	262 249-5299 313 5-CEM 1 LINE	4800005221			24.07
		17	262 249-5299 313 5-LOWER RIV	4055205221			24.07
		18	262 249-5299 313 5-UPPER RIV	4055105221			48.15
		19	262 249-5299 313 5-FIRE 2 LINE	1122005221			48.15
		20	262 249-5299 313 5-POL 3 LINES	1121005221			72.25
		21	262 248-6837 457 9-POL 911 CON	1121005221			114.62
						INVOICE TOTAL:	2,155.72
						VENDOR TOTAL:	2,155.72
BAKER	BAKER & TAYLOR						
L3367102-12/16	12/16/16	01	2032484191-8 ITEMS	9900005410		02/14/17	113.82
		02	2032491824-28 ITEMS	9900005410			328.37
		03	2032538337-12 ITEMS	9900005410			211.62
		04	2032519032-18 ITEMS	9900005410			220.47
						INVOICE TOTAL:	874.28
L3367442-12/16	12/12/16	01	2032511389-1 ITEM	9900005413		02/14/17	41.75
						INVOICE TOTAL:	41.75
L4013232-12/16	12/29/16	01	2032472477-9 ITEMS	9900005414		02/14/17	193.76
		02	2032495200-1 ITEM	9900005414			21.83
		03	2032495201-1 ITEM	9900005414			19.08
		04	2032522908-1 ITEM	9900005414			22.93
		05	2032546356-2 ITEMS	9900005414			38.17
						INVOICE TOTAL:	295.77
						VENDOR TOTAL:	1,211.80
BAY	BAY LOCK SERVICE						
21707	01/13/17	01	LOCK FIX-EVID BARN	1121005380		02/14/17	140.00
						INVOICE TOTAL:	140.00
						VENDOR TOTAL:	140.00

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

BEARG	BEAR GRAPHICS						
763097	01/25/17	01	NUMBER PADS	1114305311		02/14/17	171.40
						INVOICE TOTAL:	171.40
						VENDOR TOTAL:	171.40
BENDL	BENDLIN FIRE EQUIPMENT CO INC						
94714	01/19/17	01	SENSIT CALIB KIT	1122005820		02/14/17	242.39
						INVOICE TOTAL:	242.39
						VENDOR TOTAL:	242.39
BESTT	BEST STAMPS						
355286	12/30/16	01	"OK TO PAY" STAMP	1121005310		02/14/17	17.62
						INVOICE TOTAL:	17.62
						VENDOR TOTAL:	17.62
BOUND	BOUND TREE MEDICAL LLC						
82356870	12/20/16	01	GLUCOSE METER CASES	1122005810		02/14/17	27.08
						INVOICE TOTAL:	27.08
82364045	12/29/16	01	CAPNOGRAPHY	1122005810		02/14/17	188.80
						INVOICE TOTAL:	188.80
82379282	01/16/17	01	TEST STRIPS,SPLINTS,ELECTRODES	1122005810		02/14/17	198.25
						INVOICE TOTAL:	198.25
82388988	01/25/17	01	SANI-CLOTH WIPES	1122005810		02/14/17	59.94
						INVOICE TOTAL:	59.94
82390175	01/26/17	01	BREATHER,AIRWAY KITS	1122005810		02/14/17	538.72
						INVOICE TOTAL:	538.72
						VENDOR TOTAL:	1,012.79
BRADEN	RALPH BRADEN						

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BRADEN RALPH BRADEN							
PATIENT CARE	01/31/17	01	PATIENT CARE REWARD	1110205133		02/14/17	233.25
						INVOICE TOTAL:	233.25
						VENDOR TOTAL:	233.25
BSL BADGER STATE INDUSTRIES							
305804A	10/07/16	01	PAPER TOWELS	9900005350		02/14/17	70.60
						INVOICE TOTAL:	70.60
307303	01/17/17	01	TISSUES	9900005350		02/14/17	13.86
						INVOICE TOTAL:	13.86
						VENDOR TOTAL:	84.46
BUMPL BUMPER TO BUMPER AUTO PARTS							
662-356841	12/29/16	01	HEADLAMPS-#1	1122005351		02/14/17	17.58
						INVOICE TOTAL:	17.58
662-357071	01/02/17	01	SAFETY PIN-BOAT TRAILER	1122005351		02/14/17	3.09
						INVOICE TOTAL:	3.09
662-357695	01/12/17	01	OIL FILTERS	4800005351		02/14/17	61.75
						INVOICE TOTAL:	61.75
662-358429	01/24/17	01	4-CYCLE OIL	1122005341		02/14/17	19.47
						INVOICE TOTAL:	19.47
						VENDOR TOTAL:	101.89
CDW CDW GOVERNMENT INC							
GJZ8529	12/23/16	01	MONITOR-DISPATCH	1121005262		02/14/17	116.98
						INVOICE TOTAL:	116.98
GKB5748	12/24/16	01	PRINTER-DISPATCH	1121005262		02/14/17	260.08
						INVOICE TOTAL:	260.08

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CDW	CDW GOVERNMENT INC						
GKL9235	12/28/16	01	PRINTER-DISPATCH	1121005262		02/14/17	302.89
						INVOICE TOTAL:	302.89
GKR5170	12/29/16	01	MEMORY-SERVER	1121005305		02/14/17	143.49
						INVOICE TOTAL:	143.49
GMM2196	01/10/17	01	TABLET/KEYBOARD,CASE	1121005399		02/14/17	922.14
						INVOICE TOTAL:	922.14
						VENDOR TOTAL:	1,745.58
CINTAS	CINTAS CORP						
5006958258	01/16/17	01	MEDS,PATCHES,WIPES	1132105390		02/14/17	55.02
						INVOICE TOTAL:	55.02
						VENDOR TOTAL:	55.02
COMPL	COMPLETE OFFICE OF WISCONSIN						
733622	01/12/17	01	TONER,FOLDERS,CLIPS	1121005310		02/14/17	475.17
						INVOICE TOTAL:	475.17
						VENDOR TOTAL:	475.17
CSIM	CSI MEDIA LLC						
1171861	01/25/17	01	HW AD-PARKING CLERK	4234505399		02/14/17	176.20
		02	HW AD-BLDG INSPECTOR	1124005399			153.05
						INVOICE TOTAL:	329.25
						VENDOR TOTAL:	329.25
DOGWA	DOG WASTE DEPOT						
140392	01/23/17	01	DOG WASTE BAGS	1152005352		02/14/17	468.00
						INVOICE TOTAL:	468.00
						VENDOR TOTAL:	468.00

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DUNN	DUNN LUMBER & TRUE VALUE						
671199	12/30/16	01	LATCH GUARD, LOCK-SHED	1122005350		02/14/17	21.98
		02	DISCOUNT	1100004819			-1.10
						INVOICE TOTAL:	20.88
671270	01/03/17	01	LITE BULBS	9900005350		02/14/17	31.96
		02	DISCOUNT	9900004819			-3.20
						INVOICE TOTAL:	28.76
671463	01/04/17	01	KEY-CHIEF'S OFFICE	1122005350		02/14/17	1.99
		02	DISCOUNT	1100004819			-0.10
						INVOICE TOTAL:	1.89
671973	01/10/17	01	ICE MELT-SIDEWALK	4800005340		02/14/17	38.94
						INVOICE TOTAL:	38.94
672703	01/18/17	01	OIL 10-30	4800005351		02/14/17	13.98
						INVOICE TOTAL:	13.98
672712	01/18/17	01	CABLE, CONNECTOR-SALT SHED	1132125250		02/14/17	35.68
		02	DISCOUNT	1100004819			-1.78
						INVOICE TOTAL:	33.90
672755	01/18/17	01	PIPE COMPOUND/PARTS	4800005340		02/14/17	9.65
						INVOICE TOTAL:	9.65
672814	01/19/17	01	BATTERIES-DOOR LOCK	9900005350		02/14/17	11.99
		02	DISCOUNT	9900004819			-1.20
						INVOICE TOTAL:	10.79
672962	01/20/17	01	ROLLER COVERS	1152005340		02/14/17	9.98
		02	DISCOUNT	1100004819			-0.50
						INVOICE TOTAL:	9.48
673119	01/23/17	01	SWITCH-GENERATOR	1122005351		02/14/17	5.99

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN DUNN LUMBER & TRUE VALUE							
673119	01/23/17	02	DISCOUNT	1100004819		02/14/17	-0.30
						INVOICE TOTAL:	5.69
673167	01/23/17	01	FUEL-2/4 CYCLE	1122005341		02/14/17	60.93
		02	DISCOUNT	1100004819			-3.05
						INVOICE TOTAL:	57.88
673248	01/24/17	01	HEX BIT SET	1132105340		02/14/17	14.99
		02	DISCOUNT	1100004819			-0.75
						INVOICE TOTAL:	14.24
673253	01/24/17	01	LITE BULBS	9900005350		02/14/17	4.95
		02	DISCOUNT	9900004819			-0.50
						INVOICE TOTAL:	4.45
673364	01/24/17	01	CHAIN OIL	1132135430		02/14/17	59.96
						INVOICE TOTAL:	59.96
673401	01/25/17	01	AJAX CLEANER	1132105350		02/14/17	3.38
		02	DISCOUNT	1100004819			-0.17
						INVOICE TOTAL:	3.21
673405	01/25/17	01	SASH CORD,CEILING TILE,PAINT	4055105350		02/14/17	23.17
		02	DISCOUNT	1100004819			-0.95
						INVOICE TOTAL:	22.22
673750	01/28/17	01	HOSE COUPLERS	1122005350		02/14/17	11.96
		02	DISCOUNT	1100004819			-0.60
						INVOICE TOTAL:	11.36
						VENDOR TOTAL:	347.28
DUO DUO SAFETY LADDER CORPORATION							
447222	12/23/14	01	RUNG REAMER TOOL RETURN	1122005351		03/16/16	-126.00

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DUO SAFETY LADDER CORPORATION							
447222	12/23/14	02	REFUND CK RECD-TOOL RETURN	1122005351		03/16/16	126.00
						INVOICE TOTAL:	0.00
						VENDOR TOTAL:	0.00
EMERGENCY APPARATUS MAINT							
90991	12/31/16	01	FUEL TANK INSTALL-AMB 3	1122005240		02/14/17	1,564.75
						INVOICE TOTAL:	1,564.75
91088	12/31/16	01	BRAKES-AMB 1	1122005240		02/14/17	612.77
						INVOICE TOTAL:	612.77
						VENDOR TOTAL:	2,177.52
EM SAR INC							
60910	01/09/17	01	YRLY PMI-AMB COTS	1122005810		02/14/17	934.15
						INVOICE TOTAL:	934.15
						VENDOR TOTAL:	934.15
ENVISIONWARE INC							
INV-US-29216	12/15/16	01	2017 MAINT CONTRACT	9900005510		02/14/17	762.82
						INVOICE TOTAL:	762.82
						VENDOR TOTAL:	762.82
FIRST CARE TACTICAL LLC							
1045	12/28/16	01	GAUZE-ASK	1122005736		02/14/17	747.76
						INVOICE TOTAL:	747.76
						VENDOR TOTAL:	747.76
FORD OF LAKE GENEVA							
56036	01/02/17	01	OIL,FILTER CHG-#204	1121005361		02/14/17	30.95
						INVOICE TOTAL:	30.95

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FORD FORD OF LAKE GENEVA							
56100	01/06/17	01	OIL, FILTER CHG-#206	1121005361		02/14/17	29.80
						INVOICE TOTAL:	29.80
56236	01/16/17	01	OIL CHG, THERMOSTAT-#200	1121005361		02/14/17	347.05
						INVOICE TOTAL:	347.05
56290	01/21/17	01	WINDOW SWITCH-#4	1122005240		02/14/17	255.39
						INVOICE TOTAL:	255.39
56412	01/27/17	01	OIL, FILTER CHG-#2	1122005240		02/14/17	27.10
						INVOICE TOTAL:	27.10
56452	01/31/17	01	OIL CHG, BATTERY, TIRE FIX-#205	1121005361		02/14/17	191.34
						INVOICE TOTAL:	191.34
						VENDOR TOTAL:	881.63
FRS FIRE-RESCUE SUPPLY LLC							
6902	01/03/17	01	EXTRACTION TOOLS PM	1122005240		02/14/17	935.00
						INVOICE TOTAL:	935.00
						VENDOR TOTAL:	935.00
GENEVA TOWN OF GENEVA							
VILLARINO-GOVPAYREF	01/17/17	01	REFUND-CIT B748320-6	1112004510		02/14/17	149.20
						INVOICE TOTAL:	149.20
						VENDOR TOTAL:	149.20
GENON GENEVA ONLINE INC							
1040406	01/03/17	01	EMAIL SVC-JAN	1121005221		02/14/17	39.00
						INVOICE TOTAL:	39.00
1041844	02/01/17	01	EMAIL SVC-FEB	1112005221		02/14/17	2.00
						INVOICE TOTAL:	2.00

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GENON	GENEVA ONLINE INC						
1041915	02/01/17	01	EMAIL SVC-FEB	1121005221		02/14/17	39.00
						INVOICE TOTAL:	39.00
						VENDOR TOTAL:	80.00
GLENV	GENEVA LAKE ENVIRONMENTAL AGCY						
RE020317	02/01/17	01	FEBRUARY PAYMENT	4054105730		02/14/17	5,000.00
						INVOICE TOTAL:	5,000.00
						VENDOR TOTAL:	5,000.00
GRANI	GRANITE RIDGE LAWN & LANDSCAPE						
10328	12/31/16	01	DEC SNOW REMOVAL,SALT	9900005360		02/14/17	450.00
						INVOICE TOTAL:	450.00
						VENDOR TOTAL:	450.00
GREAT	GREAT AMERICA LEASING CORP						
20026524	01/16/17	01	BIZHUB-JAN	1122005340		02/14/17	170.31
						INVOICE TOTAL:	170.31
						VENDOR TOTAL:	170.31
HESTA	HE STARK AGENCY INC						
6089CRTPRK-12/16	12/19/16	01	COLLECTION FEES-DEC	1112005214		02/14/17	2.50
						INVOICE TOTAL:	2.50
6089PARK-1/17	01/31/17	01	COLLECTION FEES-JAN	4234505216		02/14/17	281.74
						INVOICE TOTAL:	281.74
						VENDOR TOTAL:	284.24
HOME	HOME DEPOT CREDIT SERVICES						
17542	01/03/17	01	PARTS-H2O LINE-1065	1132105350		02/14/17	253.74
						INVOICE TOTAL:	253.74

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HOME HOME DEPOT CREDIT SERVICES							
3956-1/17	01/06/17	01	ELECTRIC HEATER	4800005350		02/14/17	49.97
						INVOICE TOTAL:	49.97
5023330	01/18/17	01	WET/DRY VAC	1132105350		02/14/17	99.00
						INVOICE TOTAL:	99.00
9010023	01/04/17	01	PALM SANDER, DISCS	1132105340		02/14/17	25.94
						INVOICE TOTAL:	25.94
9200952	01/04/17	01	HOSE RETURN	1132105350		02/14/17	-44.97
						INVOICE TOTAL:	-44.97
						VENDOR TOTAL:	383.68
INTOX INTOXIMETERS INC							
551850	12/28/16	01	INTOXIMETERS	1121005380		02/14/17	485.00
						INVOICE TOTAL:	485.00
552974	01/10/17	01	INTOXIMETER FIX	1121005380		02/14/17	329.40
						INVOICE TOTAL:	329.40
						VENDOR TOTAL:	814.40
ITU ITU ABSORB TECH INC							
6725649	01/13/17	01	MATS	1122005360		02/14/17	115.95
						INVOICE TOTAL:	115.95
6733511	01/27/17	01	MTAS, MOPS, FRAGRANCE	4055105360		02/14/17	66.05
						INVOICE TOTAL:	66.05
6733512	01/27/17	01	MATS	1116105360		02/14/17	93.44
						INVOICE TOTAL:	93.44
						VENDOR TOTAL:	275.44
JAMES JAMES IMAGING SYSTEMS INC							

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JAMES	JAMES IMAGING SYSTEMS INC						
722997	01/11/17	01	STAPLES-COPIER	1121005531		02/14/17	107.91
						INVOICE TOTAL:	107.91
723954	01/16/17	01	ES3555-JAN OVERAGE	1121005531		02/14/17	73.50
						INVOICE TOTAL:	73.50
723955	01/16/17	01	ES357-JAN OVERAGE	1121005531		02/14/17	26.29
						INVOICE TOTAL:	26.29
						VENDOR TOTAL:	207.70
JANIK	JANI-KING OF MILWAUKEE						
MIL02170400	02/01/17	01	CLEANING-FEB	9900005360		02/14/17	1,083.00
						INVOICE TOTAL:	1,083.00
						VENDOR TOTAL:	1,083.00
JEFFE	JEFFERSON FIRE & SAFETY INC						
233769	01/23/17	01	FUEL CAN HOLDER	1122005340		02/14/17	316.72
						INVOICE TOTAL:	316.72
						VENDOR TOTAL:	316.72
JERRY	JERRY WILLKOMM INC						
231228	01/25/17	01	1500 GALS GAS	1132105341		02/14/17	3,118.50
						INVOICE TOTAL:	3,118.50
						VENDOR TOTAL:	3,118.50
JOURN	JOURNAL SENTINEL INC						
73266-2017	01/16/17	01	2017 SUBSCRIPTION	9900005412		02/14/17	301.60
						INVOICE TOTAL:	301.60
						VENDOR TOTAL:	301.60
KAPCO	KAPCO						

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KAPCO	KAPCO						
1314861	01/16/17	01	LABEL PROTECTORS	9900005512		02/14/17	53.37
						INVOICE TOTAL:	53.37
						VENDOR TOTAL:	53.37
KORNAK	EMILY KORNAK						
REIMB-1/17	01/25/17	01	HOME DEPOT-ICE MELT	9900005350		02/14/17	63.21
						INVOICE TOTAL:	63.21
						VENDOR TOTAL:	63.21
LBYR	LABYRINTH HEALTHCARE GROUP						
32458	01/20/17	01	PATIENT CARE-FEB	1110205132		02/14/17	274.50
						INVOICE TOTAL:	274.50
						VENDOR TOTAL:	274.50
LARK	LARK UNIFORM OUTFITTERS INC						
235192	12/23/16	01	UNIFORM-TRACY	1121005138		02/14/17	15.23
						INVOICE TOTAL:	15.23
236036	01/09/17	01	UNIFORM-TIETZ	1121005138		02/14/17	84.99
						INVOICE TOTAL:	84.99
237263	01/26/17	01	UNIFORM-THORNBURGH	1121005138		02/14/17	195.90
						INVOICE TOTAL:	195.90
237287	01/26/17	01	UNIFORM-HINZPETER	1121005138		02/14/17	42.95
						INVOICE TOTAL:	42.95
						VENDOR TOTAL:	339.07
LARRY	LARRY'S TOWING & RECOVERY						
28020	01/18/17	01	TOWING-OLDS 88	1134105290		02/14/17	145.00
						INVOICE TOTAL:	145.00
						VENDOR TOTAL:	145.00

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LASERE LASER ELECTRIC SUPPLY							
1450795	01/23/17	01	BULBS,BALLASTS,BATTERIES	4055105350		02/14/17	154.84
		02	DISCOUNT	1100004819			-3.10
						INVOICE TOTAL:	151.74
1450827	01/24/17	01	LIGHT BULBS-EDW BLVD	1134105261		02/14/17	105.00
		02	DISCOUNT	1100004819			-2.10
						INVOICE TOTAL:	102.90
1451010	02/01/17	02	LIGHT BULBS-TOWER	1121005361		02/14/17	96.00
		03	DISCOUNT	1100004819			-1.92
						INVOICE TOTAL:	94.08
						VENDOR TOTAL:	348.72
LEXIP LEXIPOL LLC							
19268	01/01/17	01	LEXIPOL SUBSCRIPTION	1122005455		02/14/17	9,168.00
						INVOICE TOTAL:	9,168.00
19340	01/01/17	01	DAILY TRAINING BULLETIN	1121005410		02/14/17	3,270.00
		02	LAW ENF POLICY MANUAL	1121005305			3,270.00
						INVOICE TOTAL:	6,540.00
						VENDOR TOTAL:	15,708.00
LGARE LAKE GENEVA CONVENTION							
RE020317	02/01/17	01	1ST QTR 2017 PAYMENT	1170005710		02/14/17	25,000.00
						INVOICE TOTAL:	25,000.00
						VENDOR TOTAL:	25,000.00
LIVING LIVING AS A LEADER							
LAAL10471	01/15/17	01	TRAINING-RASMUSSEN	1121005410		02/14/17	1,350.00
						INVOICE TOTAL:	1,350.00
						VENDOR TOTAL:	1,350.00

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MAILF	MAILFINANCE						
N6361588	01/25/17	01	METER LEASE MAR-MAY	1116105532		02/14/17	891.00
						INVOICE TOTAL:	891.00
						VENDOR TOTAL:	891.00
MALEK	MALEK & ASSOCIATES CONSULTANTS						
5538	01/20/17	01	FA REV-ALDI	1122005750		02/14/17	547.50
						INVOICE TOTAL:	547.50
5539	01/21/17	01	PLAN REV-COV HARBOR	1122005750		02/14/17	540.00
						INVOICE TOTAL:	540.00
						VENDOR TOTAL:	1,087.50
MARED	MARED MECHANICAL						
100846	01/24/17	01	HVAC QTRLY MAINT	1116105360		02/14/17	764.50
						INVOICE TOTAL:	764.50
100976	01/24/17	01	HVAC FIX	1122005241		02/14/17	395.00
						INVOICE TOTAL:	395.00
						VENDOR TOTAL:	1,159.50
MARTIN	MARTIN GROUP						
1210559	01/20/17	01	KONICA 20-JAN	1121005531		02/14/17	12.65
						INVOICE TOTAL:	12.65
						VENDOR TOTAL:	12.65
MIDST	MIDSTATE EQUIPMENT						
D98287	01/20/17	01	MOWER BLADES	1152005250		02/14/17	197.19
						INVOICE TOTAL:	197.19
V69490	01/30/17	01	WHEELS	4800005250		02/14/17	53.84
						INVOICE TOTAL:	53.84
						VENDOR TOTAL:	251.03

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

MIDWEA	MIDWEST ACTION CYCLE						
212882	09/23/16	01	REGULATOR INSPECTION	1121005361		02/14/17	111.00
						INVOICE TOTAL:	111.00
						VENDOR TOTAL:	111.00
MLIC	SECURIAN FINANCIAL GROUP						
RE020317	02/01/17	01	INV 099002-MAR LIFE INS	1112005134		02/14/17	10.11
		02	INV 099002-MAR LIFE INS	1113005134			34.09
		03	INV 099002-MAR LIFE INS	1114305134			9.14
		04	INV 099002-MAR LIFE INS	4234505134			23.06
		05	INV 099002-MAR LIFE INS	1115105134			44.20
		07	INV 099002-MAR LIFE INS	1124005134			24.96
		12	INV 099009-MAR LIFE INS	1121005134			276.93
		15	INV 099010-MAR LIFE INS	1122005133			66.28
		17	INV 099019-MAR LIFE INS	9900005134			66.02
		23	INV 099052-MAR LIFE INS	4055105134			3.70
		24	INV 099052-MAR LIFE INS	1132105134			131.56
		25	INV 099052-MAR LIFE INS	1116105134			20.86
		26	INV 099016-MAR LIFE INS	4800005134			30.28
		27	MAR LIFE INS	1110005133			134.22
		28	MAR LIFE INS	1100002134			932.48
		29	INV 099002-MAR LIFE INS	1114205134			24.41
						INVOICE TOTAL:	1,832.30
						VENDOR TOTAL:	1,832.30
MORPH	MORPHOTRAK LLC						
134765	01/10/17	01	2017 MAINT/SUPPORT	1121005380		02/14/17	4,308.00
						INVOICE TOTAL:	4,308.00
						VENDOR TOTAL:	4,308.00
MUTUA	MUTUAL OF OMAHA						
RE020317	01/20/17	01	CEM FEB AUG	4800005137		02/14/17	29.16

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

MUTUA	MUTUAL OF OMAHA						
RE020317	01/20/17	02	PKG DISABILITY-FEB	4234505137		02/14/17	16.81
		03	CH DISABILITY-FEB	1110205134			133.59
		04	LIB DISABILITY-FEB	9900005137			37.43
		05	PD DISABILITY-FEB	1110205134			570.62
		11	STR DISABILITY-FEB	1110205134			210.41
		12	UTIL DISABILITY-FEB	1100001634			81.57
		13	WWTF DISABILITY-FEB	1100001634			94.35
						INVOICE TOTAL:	1,173.94
						VENDOR TOTAL:	1,173.94
NAPAE	ELKHORN NAPA AUTO PARTS						
63282	01/25/17	01	BATTERIES-TRUCK #22	1132105351		02/14/17	218.88
						INVOICE TOTAL:	218.88
63943	01/31/17	01	OIL FILTER	1132105351		02/14/17	11.08
						INVOICE TOTAL:	11.08
						VENDOR TOTAL:	229.96
NEENA	NEENAH FOUNDRY COMPANY						
205154	01/26/17	01	MANHOLE RING-CENTER ST	1132155450		02/14/17	120.00
						INVOICE TOTAL:	120.00
						VENDOR TOTAL:	120.00
NYQUI	JEFF MISKIE						
1146	01/14/17	01	IT SVC-4TH QTR	1122005450		02/14/17	1,100.00
						INVOICE TOTAL:	1,100.00
1147	11/30/16	01	SERVER UPGRADE	1121005305		02/14/17	526.00
						INVOICE TOTAL:	526.00
1149	01/14/17	01	TOUCHSCREEN,PLUGS,WIRING	1121005262		02/14/17	920.30

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

NYQUI	JEFF MISKIE						
1149	01/14/17	02	TV ANTENNA AMPLIFIER	1121005399		02/14/17	39.86
		03	4TH QTR IT SVCS	1121005380			112.50
		04	4TH QTR IT SVCS	1121005305			2,175.00
		05	4TH QTR IT SVCS	1121005342			1,512.50
						INVOICE TOTAL:	4,760.16
						VENDOR TOTAL:	6,386.16
OFFIC	OFFICE DEPOT						
891336096001	12/30/16	01	PAPER, MARKERS	1122005310		02/14/17	204.40
						INVOICE TOTAL:	204.40
893671079001	01/11/17	01	WALL CALENDAR	1122005310		02/14/17	32.07
						INVOICE TOTAL:	32.07
893671279001	01/11/17	01	POCKET FILES	1122005310		02/14/17	29.98
						INVOICE TOTAL:	29.98
895755739001	01/18/17	01	PAPER	1116105310		02/14/17	67.98
						INVOICE TOTAL:	67.98
						VENDOR TOTAL:	334.43
OFFICP	OFFICE PRO INC						
242931-001	12/22/16	01	ENVELOPES	9900005310		02/14/17	32.73
						INVOICE TOTAL:	32.73
243246-001	12/28/16	01	FOLDERS, ENVELOPES	9900005310		02/14/17	28.48
						INVOICE TOTAL:	28.48
						VENDOR TOTAL:	61.21
ONE	ONE CALL NOW						
INV54661723548	01/03/17	01	2017 ONE CALL SVC	1129005360		02/14/17	543.38
						INVOICE TOTAL:	543.38
						VENDOR TOTAL:	543.38

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

PARAT	PARATECH AMBULANCE SERVICE						
23606	11/02/16	01	AFFILIATION FEE-2017	1122005610		02/14/17	200.00
						INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00
PATS	PATS SERVICES INC						
A-137845	01/20/17	01	PORT A POTTY SVC-JAN	4800005360		02/14/17	80.00
						INVOICE TOTAL:	80.00
						VENDOR TOTAL:	80.00
PCL	PETTY CASH - LIBRARY						
JAN 2017	01/30/17	01	USPS-COEUR D'ALENE, ID	9900005312		02/14/17	2.50
		02	USPS-OAK PARK/GRANITE CITY, IL	9900005312			5.42
		03	USPS-SANTA CLARA, CA	9900005312			2.94
		04	USPS-MARLBOROUGH, MA	9900005312			12.23
		05	USPS-CHARLOTTE, NC	9900005312			5.88
						INVOICE TOTAL:	28.97
						VENDOR TOTAL:	28.97
PIGGLY	PIGGLY WIGGLY						
DONATO	01/17/17	01	RESTITUTION-CIT CN80F3SSN1	1112004510		02/14/17	67.74
						INVOICE TOTAL:	67.74
						VENDOR TOTAL:	67.74
PIRAN	PIRANHA PAPER SHREDDING LLC						
12490012317	01/23/17	01	SHREDDING SVC-JAN	1121005531		02/14/17	35.00
						INVOICE TOTAL:	35.00
12490122916	12/29/16	01	SHREDDING SVC-DEC	1121005531		02/14/17	35.00
						INVOICE TOTAL:	35.00
12491012317	01/23/17	01	SHREDDING SVC-JAN	1116105360		02/14/17	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	85.00

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

QUILL	QUILL CORPORATION						
3388637	01/11/17	01	DVDS	1121005310		02/14/17	49.98
		02	USB DRIVES	1121005190			59.90
						INVOICE TOTAL:	109.88
3388964	01/11/17	01	DYMO LABELS	1121005310		02/14/17	40.16
						INVOICE TOTAL:	40.16
3831084	01/25/17	01	DVDS, CDS, ENVELOPES	1121005310		02/14/17	110.94
						INVOICE TOTAL:	110.94
						VENDOR TOTAL:	260.98
RED	RED THE UNIFORM TAILOR						
00W64974	01/12/17	01	UNIFORM-TIETZ	1121005138		02/14/17	138.49
						INVOICE TOTAL:	138.49
00W65206	01/02/17	01	UNIFORM-TRACY	1121005138		02/14/17	240.96
						INVOICE TOTAL:	240.96
00W65383	01/12/17	01	UNIFORM-WALSER	1121005138		02/14/17	80.22
						INVOICE TOTAL:	80.22
00W65401	01/12/17	01	UNIFORM-HOLWICK	1121005138		02/14/17	197.40
						INVOICE TOTAL:	197.40
0B203121	12/31/16	01	UNIFORM-DERRICK	1121005138		02/14/17	134.18
						INVOICE TOTAL:	134.18
W65206A	01/24/17	01	UNIFORM-TRACY	1121005138		02/14/17	15.00
						INVOICE TOTAL:	15.00
W65383A	01/31/17	01	UNIFORM-WALSER	1121005138		02/14/17	156.98
						INVOICE TOTAL:	156.98
W65400	01/31/17	01	UNIFORM-DERRICK	1121005138		02/14/17	123.40
						INVOICE TOTAL:	123.40
						VENDOR TOTAL:	1,086.63

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

ROCKF	ROCKFORD RIGGING INC						
0460603-IN	01/19/17	01	MOORING CHAINS	4052105264		02/14/17	1,114.75
						INVOICE TOTAL:	1,114.75
0460604-IN	01/19/17	01	MOORING CHAINS	4052105264		02/14/17	2,485.00
						INVOICE TOTAL:	2,485.00
						VENDOR TOTAL:	3,599.75
SHERW	SHERWIN-WILLIAMS COMPANY						
8883-5	01/20/17	01	PAINT-TRASH CANS,BENCHES	1152005352		02/14/17	112.50
						INVOICE TOTAL:	112.50
8884-3	01/20/17	01	CREDIT-PAINT PRICING	1152005352		02/14/17	-36.77
						INVOICE TOTAL:	-36.77
						VENDOR TOTAL:	75.73
SIGNA	SIGNATURE SIGNS LLC						
4988	01/10/17	01	DOOR SIGN-"MUNICIPAL COURT"	1112005399		02/14/17	45.00
						INVOICE TOTAL:	45.00
						VENDOR TOTAL:	45.00
SOMAR	SOMAR TEK LLC/SOMAR ENTERPRISE						
100076	12/13/16	01	UNIFORM-DERRICK	1121005138		02/14/17	119.98
						INVOICE TOTAL:	119.98
100112	01/03/17	01	AMMO	1121005410		02/14/17	2,979.90
						INVOICE TOTAL:	2,979.90
100146	01/16/17	01	UNIFORM-WARD	1121005138		02/14/17	98.99
						INVOICE TOTAL:	98.99
100147	01/16/17	01	UNIFORM-DERRICK	1121005138		02/14/17	169.98
						INVOICE TOTAL:	169.98

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SOMAR	SOMAR TEK LLC/SOMAR ENTERPRISE						
100160	01/17/17	01	UNIFORM-WALSER	1121005138		02/14/17	19.99
						INVOICE TOTAL:	19.99
100161	01/17/17	01	UNIFORM-DERRICK	1121005138		02/14/17	64.99
						INVOICE TOTAL:	64.99
100165	01/24/17	01	UNIFORM-GIOVANNONI	1121005138		02/14/17	17.74
						INVOICE TOTAL:	17.74
						VENDOR TOTAL:	3,471.57
STAPL	STAPLES BUSINESS ADVANTAGE						
3326675202	01/07/17	01	CALENDARS, STAPLES	4234505310		02/14/17	7.88
		02	PENS, POST-ITS	1116105310			10.11
						INVOICE TOTAL:	17.99
3326675203	01/07/17	01	WALL CALENDARS	4234505310		02/14/17	19.20
						INVOICE TOTAL:	19.20
						VENDOR TOTAL:	37.19
STBAR	STATE BAR OF WISCONSIN						
5015905	12/06/16	01	EVIDENCE HANDBOOK	1112005310		02/14/17	68.15
						INVOICE TOTAL:	68.15
						VENDOR TOTAL:	68.15
SWITS	SWITS LTD						
37282	12/21/16	01	SPANISH/ASL INTERPRETERS	1112005381		02/14/17	270.00
						INVOICE TOTAL:	270.00
						VENDOR TOTAL:	270.00
T0001386	ASP-WI						
CONF-1/17	12/28/16	01	SWAT TRAIN-DERRICK, HANSEN	1121005410		02/14/17	490.00
						INVOICE TOTAL:	490.00
						VENDOR TOTAL:	490.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
T0001387 KOVIA PRODUCTIONS							
11/11/16	11/11/16	01	DVD-POSTCARDS LG	9900005414		02/14/17	25.00
						INVOICE TOTAL:	25.00
						VENDOR TOTAL:	25.00
T0001389 SAUL VALADEZ TORRES							
REFUND	01/18/17	01	REFUND CIT D271773-5	1112004510		02/14/17	129.20
						INVOICE TOTAL:	129.20
						VENDOR TOTAL:	129.20
T0001390 PIERCE COUNTY SHERIFF							
WARRANT-ERIC CASH	01/30/17	01	CASE #2003CM209	1112002428		02/14/17	125.00
						INVOICE TOTAL:	125.00
						VENDOR TOTAL:	125.00
T0001391 DAVID WINGATE							
REFUND	01/31/17	01	OVERPMT OPERATOR'S LICENSE	1100004411		02/14/17	20.00
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	20.00
TAPCO TAPCO							
I552410	01/19/17	01	TRAFFIC SIGNAL SVC	1134105260		02/14/17	1,465.60
						INVOICE TOTAL:	1,465.60
						VENDOR TOTAL:	1,465.60
TJS TJ'S PLUMBING & WATER SVC							
1170	01/16/17	01	FIX OUTSIDE SPIGOT	1122005241		02/14/17	201.30
						INVOICE TOTAL:	201.30
						VENDOR TOTAL:	201.30
TRANS TRANS UNION LLC							

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TRANS	TRANS UNION LLC						
12620643	12/25/16	01	BACKGROUND CHECKS	1121005411		02/14/17	218.28
						INVOICE TOTAL:	218.28
						VENDOR TOTAL:	218.28
UNIQ	UNIQUE MANAGEMENT SERVICES INC						
439101	01/01/17	01	COLLECTION FEES-DEC	9900005510		02/14/17	62.65
						INVOICE TOTAL:	62.65
						VENDOR TOTAL:	62.65
UNITE	UNITED LABORATORIES						
INV178256	01/17/17	01	CLEANERS,WAX STRIPPER,SEALER	1152005350		02/14/17	1,817.20
		02	CLEANERS,WAX STRIPPER,SEALER	4055105350			1,057.69
						INVOICE TOTAL:	2,874.89
						VENDOR TOTAL:	2,874.89
UNITOCC	UNITED OCC MEDICAL SVC LLC						
190-7	11/21/16	01	PRE-EMPLOYEE TESTING	1121005411		02/14/17	48.00
						INVOICE TOTAL:	48.00
						VENDOR TOTAL:	48.00
USCELL	US CELLULAR						
RE020317	01/12/17	01	HARBORMASTER CELL-JAN	4055105221		02/14/17	7.95
		02	MAYOR'S CELL-JAN	1116105221			31.15
		03	BLDG INSP CELL-JAN	1124005262			53.15
		05	CITY ADMIN CELL-JAN	1116105221			56.41
		07	BEACH CELL-JAN	4054105221			0.50
		08	PARKING MTR 1 CELL-JAN	4234505221			0.50
		09	PARKING MTR 2 CELL-JAN	4234505221			0.50
		10	CITY HALL CELL-JAN	1116105221			10.00
		12	PARKING SUPERVISOR-JAN	4234505221			45.65

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USCELL US CELLULAR							
RE020317	01/12/17	13	CEMETERY CELL-JAN	4800005221		02/14/17	14.70
		14	ST DIRECTOR CELL-JAN	1132105221			35.10
		15	ST FOREMAN CELL-JAN	1132105221			48.80
		16	PARKING MGR CELL-JAN	4234505221			45.65
		17	CITY CLERK CELL-JAN	1116105221			34.50
						INVOICE TOTAL:	384.56
						VENDOR TOTAL:	384.56
VANGU VANGUARD SCULPTURE SERVICES							
4028A1	11/30/16	01	3 GRACES FOUNTAIN FIX	1110005245		02/14/17	5,055.00
		02	3 GRACES FOUNTAIN FIX	1152005227			1,000.00
						INVOICE TOTAL:	6,055.00
						VENDOR TOTAL:	6,055.00
VERIZON VERIZON WIRELESS							
9778099965	01/03/17	01	AIR CARDS-DEC	1121005221		02/14/17	649.21
						INVOICE TOTAL:	649.21
						VENDOR TOTAL:	649.21
WALCOP WALWORTH COUNTY PUBLIC WORKS							
1113	12/05/16	01	SALT-NOV	1132125340		02/14/17	11,198.25
						INVOICE TOTAL:	11,198.25
1218	12/20/16	01	BRIDGE INSPECT-2016	1132105370		02/14/17	467.73
						INVOICE TOTAL:	467.73
						VENDOR TOTAL:	11,665.98
WALCOS WALWORTH COUNTY SHERIFF							
DECEMBER 2016	01/06/17	01	PRISONER CONFINES-DEC	1112005290		02/14/17	390.00
						INVOICE TOTAL:	390.00
						VENDOR TOTAL:	390.00

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WALCOT WALWORTH COUNTY TREASURER								
64-246	1/17	01/31/17	01 COURT FINES-JAN	1112002420		02/14/17	1,891.55	
							INVOICE TOTAL:	1,891.55
							VENDOR TOTAL:	1,891.55
WALMA WALMART COMMUNITY								
6368-1/17		01/12/17	01 DISH/DISHWASHER SOAP	1122005350		02/14/17	43.88	
							INVOICE TOTAL:	43.88
							VENDOR TOTAL:	43.88
WCCPA WALWORTH COUNTY CHIEFS								
DUES 2017-2018		02/02/17	01 2017-2018 DUES	1121005410		02/14/17	100.00	
							INVOICE TOTAL:	100.00
							VENDOR TOTAL:	100.00
WCTC WAUKESHA CNTY TECH COLLEGE								
S0636179		01/26/17	01 DAAT CLASS-TRACY	1121005410		02/14/17	625.00	
							INVOICE TOTAL:	625.00
							VENDOR TOTAL:	625.00
WIHIST WI HISTORICAL SOCIETY								
MFO20161201.01		12/01/16	01 REGIONAL NEWS FILM	9900005413		02/14/17	727.30	
							INVOICE TOTAL:	727.30
							VENDOR TOTAL:	727.30
WIJUS WI DEPT OF JUSTICE								
455TIME-0000000810		01/10/17	01 ANNUAL TTY CHG-2017	1121005533		02/14/17	9,258.00	
							INVOICE TOTAL:	9,258.00
							VENDOR TOTAL:	9,258.00
WISC STATE OF WISCONSIN								

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WISC	STATE OF WISCONSIN						
64-246	1/17	01/31/17	01 COURT FINES-JAN	1112002424		02/14/17	5,022.65
						INVOICE TOTAL:	5,022.65
						VENDOR TOTAL:	5,022.65
WISSC	WI SUPREME COURT						
64-0246	2017	01/25/17	01 JUDICIAL EDUCATION	1112005332		02/14/17	700.00
						INVOICE TOTAL:	700.00
						VENDOR TOTAL:	700.00
						TOTAL ALL INVOICES:	146,872.41