



FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, SEPTEMBER 12, 2016 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

AMENDED AGENDA

****Amended item 5.g. to include the time.**

1. Call to Order by Alderman Kordus
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.
4. Approve the Finance, License and Regulation Committee Meeting minutes of August 22, 2016, as prepared and distributed.
5. **LICENSES & PERMITS**
 - a. Park Reservation Permit filed by the Lake Geneva Business Improvement District to use Flat Iron Park and the Brunk Pavilion for Oktoberfest beginning on October 8, 2016 at 7:00am and ending on October 9, 2016 at 6:30pm with request for additional equipment and operator and request to waive fees of \$885.00 and waiver of rental fee for all equipment (*approved by the Board of Park Commissioners on 9/7/2016 including waiver of Park Security Deposit, \$210 Park Reservation Fee and \$500 Brunk Pavilion rental fee leaving a balance due of \$175; no recommendation made regarding additional amenities requested for event*)
 - b. Street Use Permit application filed by the Lake Geneva Business Improvement District for closure of the 200 block of Broad Street from Main Street to Geneva Street beginning on October 8, 2016 at 7:00am to 6:30pm on October 9, 2016 and utilizing downtown area sidewalks and alleys on the 200 block of Broad Street for Oktoberfest with request to waive fees of \$65.00
 - c. Parking Stall Bag request filed by the Lake Geneva Business Improvement District to use 6 parking stalls located in the southwest corner of the Geneva Street lot behind champs from 7:00am on October 8, 2016 to 6:30pm on October 9, 2016 (2 days) and to close Center Street lot and use the 25 parking stalls from 7:00am to 6:30pm on October 9, 2016 (1 day) for Oktoberfest with request to waive fees of \$750.00
 - d. Parking Stall Bag request filed by the Lake Geneva Hope Walk Committee for the Lake Geneva Hope Walk event on Saturday, September 24, 2016 to use 6 parking stalls with request to waive the \$130 fee (*event permit approved by Council on 11/9/2015*)
 - e. Park Reservation Permit filed by Brenda Buchanan on behalf of the National Multiple Sclerosis Society to use Library Park on September 23, 2016 from 7:00am to 12:00pm for a “brunch stop” during the Tour of Champions cycling event (*approved by the Board of Park Commissioners on 9/7/2016*)
 - f. Park System – Memorial and Donation application filed by Stephanie Hansel for the donation of a park bench with plaque in an amount less than \$2,500 (*approved by the Board of Park Commissioners on 9/7/2016*)
 - g. Temporary Class “B”/Class “B” Retailer’s License application for the sale of fermented malt beverages and wine at St. Francis De Sales Church, 148 W Main St, Lake Geneva, for Fall Festival on September 25, 2016 from 11:00am to 6:30pm

- h. Temporary Operator License application filed by Carole Nevin on behalf of St. Francis de Sales Church for the Fall Festival on September 25, 2016
 - i. Temporary “Class B” Retailer License application filed by Geneva Lake Arts Foundation for the sale of wine during the Fall Art Exhibit Opening at 223 Broad Street, Lake Geneva, on October 7th, 2016, from 6:00pm to 8:00pm and October 8th, 2016, from 3:00pm to 5:00pm
 - j. Temporary Operator License application filed by Sarah McConnell on behalf of Geneva Lake Arts Foundation for the Fall Art Exhibit Opening on October 7th and 8th, 2016
 - k. Renewal of 2016-2017 Operator’s (Bartender) License application filed by Jeremy Hanson
 - l. Original 2016-2017 Operator’s (Bartender) License applications filed by Nicolette Almeida, Kelsey Larson and Patricia Martin
6. Discussion/Recommendation on Employee Health Benefits Benchmarking Analysis and various cost savings measures (*discussed at the Personnel Committee on August 25, 2016*)
 7. Discussion/Recommendation on Employee Health Benefits Employee Premium Cost Share for family only plans with a rate at 15% of the difference between the single and family rates (estimated at \$214.28 per month for 2017) (*recommended by the Personnel Committee on August 25, 2016*)
 8. Discussion/Recommendation on Employee Health Benefits Employee working spousal surcharge of 10% of the single cobra rate (estimated at \$130.84 per month for 2017) (*recommended by the Personnel Committee on August 25, 2016*)
 9. Discussion/Recommendation of Michael’s Signs, Inc. TIF4 Escrow Draw Request No. 2 for \$25,300.00
 10. Discussion/Recommendation of Hein Electric TIF4 Escrow Draw Request No. 4 for \$22,119.90 with overage of \$19,090.90 from Capital Fund
 11. Discussion/Recommendation on **Resolution 16-R44**, a resolution calling on the Legislature to pass legislation Closing Tax Loopholes Causing More of Property Tax Burden to Shift from Commercial to Residential
 12. Discussion/Recommendation on **Resolution 16-R45**, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax)
 13. Discussion/Recommendation on eliminating the Parking Commission and Communications Committee, rescheduling the Finance, License & Regulation Committee meeting, and general discussion on the scheduling of advisory committees of the City and corresponding ordinance changes (*discussed at Committee of the Whole on 9/6/2016*)
 14. Discussion/Recommendation on changing the Director of Public Works position to be a stand-alone position with corresponding organizational chart change (*recommended by the Personnel Committee on August 25, 2016*)
- 15. Presentation of Accounts**
- a. Purchase Orders (none)
 - b. Prepaid Bills in the amount of \$12,097.03
 - c. Regular Bills in the amount of \$284,700.36

16. Adjournment

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk’s office in advance so the appropriate accommodations can be made.

9/9/2016 5:48pm-Original Posting 9/10/2016 11:10am-Amended Posting

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

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, AUGUST 22, 2016 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Chairperson Kordus called the meeting to order at 6:00 p.m.

Roll Call. Present: Aldermen Kordus, Howell, Horne, Gelting and Chappell. Also Present: City Administrator Oborn, Comptroller Pollitt and City Clerk Waswo.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.

Pete Peterson, 1601 Evergreen Lane, spoke on the Utility Commission potentially coming under control of the City. He was not in favor of it. He also was not in favor of waiving fees for any events that are held in the City. He hopes the upcoming budget discussions are in the evening, are televised and allow the public to speak.

Nan Elder, VISIT Lake Geneva, spoke on behalf of the organization to request fees be waived for the Electric Christmas Parade as well as the street banners for Winterfest.

Approval of Minutes. Gelting/Horne motion to approve the Finance, License and Regulation Committee Meeting minutes of July 25, 2016 and August 8, 2016, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Gelting/Kordus motion to recommend approval of Park Reservation Permit filed by the Lake Geneva Business Improvement District for Taste of Lake Geneva held on September 8, 2016 to September 10, 2016 from noon to 10:00pm at Flat Iron Park with use of Brunk Pavilion and request to waive all fees (recommended by the Board of Park Commissioners' President on August 15, 2016)

Alderman Gelting feels conflicted about this. Mr. Kordus noted last year the fee for the Brunk Pavilion was waived as well as the park security deposit. The City charged the application fee, the park reservation fee, the picnic table rental, barricades, trash receptacles and security deposits. The street banner permit fee was waived. The parking was charged for 1 day. Alderman Chappell said it is the same groups that want to use the parks and waive the fees as well as the street banner poles. There are few instances where people use the banner poles. She feels everyone should have to pay the fees. The City workers clean up the parks, put up the banners and remove the trash. She asked why even have fees if they are going to be waived. She feels organizations should pay over regular people. Mr. Gelting asked if there were any issues in the past where the security deposit has been used for additional cleanup efforts or things that have not been anticipated. Mr. Kordus said he was not aware of any. City Clerk Waswo noted there were additional charges for cleanup for Oktoberfest.

Kordus/Gelting motion to amend original motion to waive the Brunk Pavilion fee, the barricade fee, the barricade security deposit and the street banner application fee. Motion carries 3 to 2 with Chappell and Horne voting "no".

Vote on main motion as amended. Motion carries 3 to 2 with Chappell and Horne voting "no".

Parking Stall Bag request filed by the Lake Geneva Business Improvement District for Taste of Lake Geneva to close Center Street lot and reserve 20 parking stalls therein on Saturday, September 10, 2016 with request to waive all fees

Howell motions to recommend approval. Motion fails due to lack of a second.

Kordus/Chappell motion to charge the \$400.00 parking stall usage fee and the \$10.00 administrative fee. Motion carries 4 to 1 with Howell voting "no".

Horne/Gelting motion to recommend approval of Temporary Class "B"/"Class B" Retailer's License application for the sale of fermented malt beverages and wine filed by the Lake Geneva Business Improvement District for the Taste of Lake Geneva on September 10, 2016 from 11:00am to 6:00pm in Flat Iron Park
Motion carried unanimously.

Gelting/Kordus motion to recommend approval of Banner Permit application filed by the Lake Geneva Business Improvement District to use 5 banner poles starting August 24, 2016 through September 10, 2016 for the Taste of Lake Geneva event with request to waive all fees

Alderman Gelting stated he appreciates these have been waived in the past and the contribution the BID made to get the poles put up. He would be willing to waive this time, but going forward they are to be paid. They are in the upkeep stage of their existence. The full burden of keeping them up is on the City's Public Works Department. Motion carried 3 to 2 with Chappell and Horne voting "no".

Gelting/Kordus motion to recommend approval of Banner Permit application filed by the Lake Geneva Business Improvement District to use 5 banner poles starting September 11, 2016 through September 24, 2016 and 11 banner poles starting September 25, 2016 through October 9, 2016 for the Oktoberfest event with request to waive all fees (unable to fulfill request of 11 banner poles as 6 poles were already rented during the timeframe of Sept. 11, 2016 through Sept. 24, 2016). Alderman Gelting asked if the other request during that time paid for the banner poles. Mr. Oborn stated if they aren't requesting to waive fees, he approves them. Mr. Kordus added they only see them if there are requests to waive fees. Mr. Gelting asked why these applications are coming in so late. He questioned if this is just to apply pressure. Mr. Oborn noted the City's policy is at least 10 weeks out. Mr. Gelting stated getting these applications in 2 weeks before the event is not fair to staff. He is inclined to not be very favorable in waiving things in the future with that type of treatment of the staff. It is burdensome and costs the City more to do. Motion carries 3 to 2 with Chappell and Horne voting "no".

Chappell/Horne motion to recommend approval of Parade Permit application filed by VISIT Lake Geneva for the 41st Electric Christmas Parade using Broad St. and Main St. on December 3, 2016 from 3:00pm to 6:30pm

Kordus/Gelting motion an amendment to waive all fees. Mr. Kordus stated this parade truly enhances the lives of the citizens rather than visitors. Kordus motion to suspend rules and let Darien from VISIT Lake Geneva speak. Motion fails due to lack of a second. Mr. Gelting appreciates they are talking about something for December in August where there is plenty of time to look at it and it doesn't make the staff do the work of the applicant. Amendment carries unanimously.

Main motion as amended carries unanimously.

Howell/Gelting motion to recommend approval of Street Use Permit application filed by VISIT Lake Geneva for the 41st Electric Christmas Parade using Broad St. and Main St. on December 3, 2016 from 3:00pm to 6:30pm including closure of 112 parking stalls on Broad St. from Marshall St. to Main St. and on Main St. from Broad St. to Cook St. and waive fees. Mr. Gelting stated he is happy they are stepping up and paying for signage. Motion carried unanimously.

Kordus/Gelting motion to recommend approval of Banner Permit application filed by VISIT Lake Geneva to use 11 banner poles starting November 21, 2016 through February 12, 2017 for Winterfest with request to waive all fees. Mr. Kordus noted this event brings people to the City and residents who normally don't come downtown. Ms. Chappell questioned why there is a fee if it is constantly being waived. Mr. Kordus noted if someone wanted to pay to put a banner up, we would take these down because they are paying. Motion carries 4 to 1 with Chappell voting "no".

Howell/Gelting motion to recommend approval of Street Use Permit filed by Bruce Bruns on behalf of Anchor Covenant Church for Troastapalooza on August 27, 2016 from noon to 8:00pm, closing the westbound lane of Park Row between Maxwell and Clover St. Motion carried unanimously.

Howell/Gelting motion to recommend approval of Original 2016-2017 Operator's (Bartender) license applications filed by MacKenzie Callan, Joseph Caravette, Rajendrakumar Patel, Daniel Vekeroff
Motion carried unanimously.

Gelting/Horne motion to recommend approval of Renewal of 2016-2017 Operator's (Bartender) License application filed by Dawn Monroe. Motion carried unanimously.

Gelting/Horne motion to recommend approval of Renewal Massage Establishment License application filed by Mia Faccia Salon & Day Spa, 235 Broad Street. Motion carried unanimously.

Gelting/Horne motion to recommend approval of Original Taxi Company License application filed by Luxury Car Service, 1185 Elm Street. Motion carried unanimously.

Original Taxi Driver License application filed by Kristin Hannah (*approved by Police Chief; informational only*)

First reading of Ordinance 16-15, to amend Chapter 78, Utilities, changing management of the utilities from a Utility Commission to the City Council

First reading of Ordinance 16-16, to amend Chapter 14, Buildings and Building Regulations, Section 14-104, deleting the words Water Commission and adding the word City in its place

Gelting/Horne motion to approve the purchase of plow, box and salter for a 1-ton dump truck from Northland Equipment of Janesville, WI in the amount of \$28,279 from equipment capital improvements (Public Works Committee approved on August 11, 2016). The truck has already been purchased. This is outfitting it so it can be used for plowing and salting. Motion carried unanimously.

Gelting/Kordus motion to approve Giraffe Electric Escrow Draw Request No. 2 for \$19,850.00 with additional funding of \$6,352.76 from the Capital Fund. Mr. Oborn explained the original proposal looked at 9 service connections when ultimately 2 were left out. It was the City's direction to bury the lines, not the Utility's direction so he feels it is warranted that the General Fund or Capital Fund pay the overage. Alderman Horne asked how they were missed. Mr. Oborn stated it was because of the short timeframe. Mr. Horne asked what is being done to ensure this doesn't happen again. Mr. Oborn replied this was a unique situation in the way it was closed out. If the TIF wasn't closed out and allowed it, then we could have done that with additional revenue. We wanted to appease some of the other taxing jurisdictions and the community in closing the TIF out. It was closed with the money escrowed. The problem is then we can only spend exactly what is escrowed. We can't go back to the TIF and charge it for the overage. If it wouldn't have been closed, we could have done so. There was some underage on the South Shore Drive project with the rocks. There were savings there, so we are spending that savings. Motion carried unanimously.

Discussion/Recommendation on 2017 Budget Goals

Kordus/Gelting motion to move to Council without recommendation. Motion carried unanimously.

Discussion/Recommendation on 2017 Budget Workshop Schedule

Kordus/Horne motion to move to Council without recommendation. Motion carried unanimously.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Howell/Gelting motion to recommend approval of Prepaid Bills in the amount of \$8,674.64. Unanimously carried.

Gelting/Horne motion to recommend approval of Regular Bills in the amount of \$419,994.53. Unanimously carried.

Gelting/Horne motion to adjourn at 6:55pm.

/s/ Sabrina Waswo, City Clerk

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



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

AMENDED AGENDA

1. Mayor Kupsik calls the meeting to order
2. Presentation of Color Guard by Boy Scout Troop 235 and Pledge of Allegiance
3. Roll Call
4. Awards, Presentations, and Proclamations
 - a. Proclamation declaring the week of September 11-17, 2016 as “National Assisted Living Week – Keep Connected” in the City of Lake Geneva
 - b. Proclamation recognizing Public Works Director Dan Winkler’s service to the City of Lake Geneva
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 August 22, 2016, as prepared and distributed
9. **CONSENT AGENDA.** Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.
 - a. Park Reservation Permit filed by the Lake Geneva Business Improvement District to use Flat Iron Park and the Brunk Pavilion for Oktoberfest beginning on October 8, 2016 at 7:00am and ending on October 9, 2016 at 6:30pm with request for additional equipment and operator and request to waive fees of \$885.00 and waiver of rental fee for all equipment (*approved by the Board of Park Commissioners on 9/7/2016 including waiver of Park Security Deposit, \$210 Park Reservation Fee and \$500 Brunk Pavilion rental fee leaving a balance due of \$175; no recommendation made regarding additional amenities requested for event*)
 - b. Street Use Permit application filed by the Lake Geneva Business Improvement District for closure of the 200 block of Broad Street from Main Street to Geneva Street beginning on October 8, 2016 at 7:00am to 6:30pm on October 9, 2016 and utilizing downtown area sidewalks and alleys on the 200 block of Broad Street for Oktoberfest with request to waive fees of \$65.00
 - c. Parking Stall Bag request filed by the Lake Geneva Business Improvement District to use 6 parking stalls located in the southwest corner of the Geneva Street lot behind champs from 7:00am on October 8, 2016 to 6:30pm on October 9, 2016 (2 days) and to close Center Street lot and use the 25 parking stalls from 7:00am to 6:30pm on October 9, 2016 (1 day) for Oktoberfest with request to waive fees of \$750.00

****Amended item 9.g. to include the time.**

- d. Parking Stall Bag request filed by the Lake Geneva Hope Walk Committee for the Lake Geneva Hope Walk event on Saturday, September 24, 2016 to use 6 parking stalls with request to waive the \$130 fee *(event permit approved by Council on 11/9/2015)*
- e. Park Reservation Permit filed by Brenda Buchanan on behalf of the National Multiple Sclerosis Society to use Library Park on September 23, 2016 from 7:00am to 12:00pm for a “brunch stop” during the Tour of Champions cycling event *(approved by the Board of Park Commissioners on 9/7/2016)*
- f. Park System – Memorial and Donation application filed by Stephanie Hansel for the donation of a park bench with plaque in an amount less than \$2,500 *(approved by the Board of Park Commissioners on 9/7/2016)*
- g. Temporary Class “B”/Class “B” Retailer’s License application for the sale of fermented malt beverages and wine at St. Francis De Sales Church, 148 W Main St, Lake Geneva, for Fall Festival on September 25, 2016 from 11:00am to 6:30pm
- h. Temporary Operator License application filed by Carole Nevin on behalf of St. Francis de Sales Church for the Fall Festival on September 25, 2016
- i. Temporary “Class B” Retailer License application filed by Geneva Lake Arts Foundation for the sale of wine during the Fall Art Exhibit Opening at 223 Broad Street, Lake Geneva, on October 7th, 2016, from 6:00pm to 8:00pm and October 8th, 2016, from 3:00pm to 5:00pm
- j. Temporary Operator License application filed by Sarah McConnell on behalf of Geneva Lake Arts Foundation for the Fall Art Exhibit Opening on October 7th and 8th, 2016
- k. Renewal of 2016-2017 Operator’s (Bartender) License application filed by Jeremy Hanson
- l. Original 2016-2017 Operator’s (Bartender) License applications filed by Nicolette Almeida, Kelsey Larson and Patricia Martin

10. Item(s) removed from the Consent Agenda

11. Finance, License and Regulation Committee Recommendations – Alderman Kordus

- a. Discussion/Action on Employee Health Benefits Benchmarking Analysis and various cost savings measures *(discussed at the Personnel Committee on August 25, 2016)*
- b. Discussion/Action on Employee Health Benefits Employee Premium Cost Share for family only plans with a rate at 15% of the difference between the single and family rates (estimated at \$214.28 per month for 2017) *(recommended by the Personnel Committee on August 25, 2016)*
- c. Discussion/Action on Employee Health Benefits Employee working spousal surcharge of 10% of the single cobra rate (estimated at \$130.84 per month for 2017) *(recommended by the Personnel Committee on August 25, 2016)*
- d. Discussion/Action of Michael’s Signs, Inc. TIF4 Escrow Draw Request No. 2 for \$25,300.00
- e. Discussion/Action of Hein Electric TIF4 Escrow Draw Request No. 4 for \$22,119.90 with overage of \$19,090.90 from Capital Fund
- f. Discussion/Action on **Resolution 16-R44**, a resolution calling on the Legislature to pass legislation Closing Tax Loopholes Causing More of Property Tax Burden to Shift from Commercial to Residential

- g. Discussion/Action on **Resolution 16-R45**, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax)
- h. Discussion/Action on eliminating the Parking Commission and Communications Committee, rescheduling the Finance, License & Regulation Committee meeting, and general discussion on the scheduling of advisory committees of the City and corresponding ordinance changes *(discussed at Committee of the Whole on 9/6/2016)*
- i. Discussion/Action on changing the Director of Public Works position to be a stand-alone position with corresponding organizational chart change *(recommended by the Personnel Committee on August 25, 2016)*

12. Discussion/Action on joint workshop with the City Council and Utility Commission regarding coordination and interaction between the City operations and Utility operations as they currently exist
(discussed at Committee of the Whole on 9/6/2016)

13. Presentation of Accounts

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$12,097.03
- c. Regular Bills in the amount of \$284,700.36

14. Mayoral Appointments. None.

15. Closed Session

- a. Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for Building & Zoning Administrator review and contract negotiations
- b. 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 appointment of Interim Director of Public Works/Director of Public Works and contract negotiations
- c. Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever competitive bargaining reasons require a closed session regarding Police Officer's Union Negotiations

16. 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.

9/9/2016 5:46pm-Original Posting 9/10/2016 11:10am-Amended Posting
cc: Aldermen, Mayor, Administrator, Attorney, Department Heads, Media

CITY OF LAKE GENEVA

Proclamation

MAYOR ALAN KUPSIK
DESIGNATING
SEPTEMBER 11-17, 2016
NATIONAL ASSISTED LIVING WEEK
“KEEP CONNECTED”

Whereas, the number of elderly and disabled Americans is dramatically increasing;

Whereas, assisted living is a long term care service that fosters choice, dignity, independence and autonomy in our elderly nationwide;

Whereas, the National Center for Assisted Living proudly created National Assisted Living Week® to demonstrate how much we care for our residents and appreciate the staff members that deliver care every day;

Whereas, the theme of National Assisted Living Week® 2016 — “Keep Connected” — highlights the opportunity for family and friends to keep connected through technology. Assisted Living also shows that sometimes the best relationships are formed and fostered with face-to-face connections where special bonds are formed.

Now, Therefore, I, Mayor Alan Kupsik, proclaim the week of September 11-17, 2016, as National Assisted Living Week® in the City of Lake Geneva, State of Wisconsin. I urge all citizens to visit friends, and loved ones who reside at these facilities and also to learn more about assisted living services and how they benefit our communities.

Proclaimed and adopted this 12th day of September, 2016.

Alan Kupsik, Mayor

Sabrina Waswo, City Clerk

**REGULAR CITY COUNCIL MEETING
MONDAY, AUGUST 22, 2016 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 7:02 p.m.

The Pledge of Allegiance was led by Alderman Skates

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

Dennis Lyon, 1601 Eagle Dr., the current President of the Utility Commission stated he does not agree with the principle behind the conversion of the Utility Commission becoming a committee that reports to the Council. He gave a brief history of the Utility Commission. On a performance and operational level they are meeting all requirements. Rates are still below average for the state even with the recent increase. He gave a brief synopsis of what has been going on with regard to changing the commission to a committee.

Kordus/Skates motion to suspend the rules to allow Mr. Lyon to speak over 5 minutes.

Motion carried 7 to 1 with Alderman Howell voting “no.”

Mr. Lyon continued there are upcoming retirements in management. Because of the limbo status of the commission during the past few months, no decision or effort has been made in replacing the Director of Public Works. A search has been held for a Water Superintendent. He agrees there should be a manager over water and waste treatment. He cautions there could be slippage in the way finances are managed under a different arrangement. He does not recommend this change as there is no compelling reason to do so. The current operation is meeting all standards.

Kevin Fleming, 1032 Wisconsin St., gave a brief history of the Business Improvement District (BID). The BID’s major project is the beautification of downtown Lake Geneva. They pay for the hanging baskets and flowers as well as Christmas decorations. The light posts, garbage receptacles, benches and planters were paid for by the BID. The banner poles were not paid for by the BID as they predate the BID. However, the project was paid for by all of the adjoining businesses. They are a part of the city and are taxed.

Darien Schaefer, President of VISIT Lake Geneva at 527 Center St., requested the fees to be waived for the 41st annual Electric Christmas Parade and the banner fees for Winterfest. He gave a background on the Electric Christmas Parade. Last year they incurred costs to put signage on every other meter post. This year they are going to spend the money to put signs on every meter. They want to promote Lake Geneva as a winter destination by having the banners up earlier.

Terry O’Neill, 954 George St., feels the Utility Commission doesn’t deserve the right to continue to run the water and sewer departments. He is in favor of changing it to a committee that reports to the Council.

Acknowledgement of Correspondence. None.

Approval of Minutes. Kordus/Flower motion to approve the Regular City Council Meeting minutes of August 8, 2016, as prepared and distributed. Unanimously carried.

Consent Agenda

- c. Temporary Class “B”/“Class B” Retailer’s License application for the sale of fermented malt beverages and wine filed by the Lake Geneva Business Improvement District for the Taste of Lake Geneva on September 10, 2016 from 11:00am to 6:00pm in Flat Iron Park
- i. Street Use Permit application filed by Bruce Bruns on behalf of Anchor Covenant Church for Troastapalooza on August 27, 2016 from noon to 8:00 pm, closing the westbound lane of Park Row between Maxwell and Clover St.
- j. Original 2016-2017 Operator’s (Bartender) License applications filed by MacKenzie Callan, Joseph Caravette, Rajendrakumar Patel, Daniel Vekeroff
- k. Renewal of 2016-2017 Operator’s (Bartender) License applications filed by Dawn Monroe
- l. Renewal Massage Establishment License application filed by Mia Faccia Salon & Day Spa, 235 Broad St.
- m. Original Taxi Company License application filed by Luxury Car Service, 1185 Elm St.
- n. Original Taxi Driver License application filed by Kristin Hannah *(approved by Police Chief; informational only)*

Kordus/Chappell motion to approve. Unanimously carried.

Items removed from the Consent Agenda.

- a. **Park Reservation Permit application filed by the Lake Geneva Business Improvement District for Taste of Lake Geneva held on September 8, 2016 to September 10, 2016 from noon to 10:00 pm at Flat Iron Park with use of Brunk Pavilion and request to waive all fees** *(recommended by the Board of Park Commissioners President on August 15, 2016)*

Kordus/Howell motion to approve and waive the Brunk Pavilion fee, barricade rental fee and barricade security deposit. Alderman Gelting stated application permits are supposed to be put in 10 weeks prior to the event. This has been submitted 1 month before the event. This puts an added burden on staff, especially if the application is incomplete and staff has to go back and forth for verification of what is being requested or not. He appreciates keeping the fees the same as previous years but not when it puts more work on the staff.

Roll Call: Skates, Kordus, Flower, Gelting, Hedlund, Howell voting “yes.” Motion carried 6 to 2 with Chappell and Horne voting “no.”
- b. **Parking Stall Bag request filed by the Lake Geneva Business Improvement District for Taste of Lake Geneva to close Center Street lot and reserve 20 parking stalls therein on Saturday, September 10, 2016 with request to waive all fees**

Kordus/Horne motion to approve and assess the \$400 parking fee and \$10 administrative fee. Mr. Kordus stated this was the recommendation of FLR.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.
- d. **Banner Permit application filed by the Lake Geneva Business Improvement District to use 5 banner poles starting August 24, 2016 through September 10, 2016 for the Taste of Lake Geneva event with request to waive all fees**

Chappell/Horne motion to approve and charge all fees with a cost of \$100. Alderman Chappell explained there is a cost involved in hanging banners. They are not trying to be unsupportive of businesses but to cover costs. It always seems to be the same groups putting up banners and requesting the fee to be waived. In previous years they have been waived. There are applicants that pay for banners; although the council only sees the applications when there is a request to waive the fees. If they are paid, the Council doesn’t see them. Ms. Flower asked if the waiver of fees can count as a contribution. Mr. Oborn answered the room tax pertains to VISIT Lake Geneva not the BID. Mr. Skates stated the BID’s whole purpose is to make downtown businesses better. Mayor Kupsik agrees that the City has always worked with the Chamber and BID in the past and offered to help. Mr. Skates questioned what the City would look like if the BID went away. The BID is an extension of the city, they should be treated differently. He would be shocked if they are making any money and feels the City should be behind them 150%. Ms. Chappell

added this isn't to demonize the BID as they do a fine job. We have fees to cover the costs. This is our revenue stream, a system of fees.

Roll Call: Chappell, Gelting, Horne, Hedlund voting "yes." Motion failed 4 to 5 with Skates, Kordus, Flower, Howell and Kupsik voting "no."

Kordus/Skates motion to waive the fees for the banner permit application filed by Lake Geneva Business Improvement District to use the 5 banner poles starting August 24, 2016 through September 10, 2016 for Taste of Lake Geneva

Roll Call: Kordus, Skates, Flower, Howell, Kupsik voting "yes." Motion carried 5 to 4 with Chappell, Horne, Hedlund and Gelting voting "no."

- e. **Banner Permit application filed by the Lake Geneva Business Improvement District to use 5 banner poles starting September 11, 2016 through September 24, 2016 and 11 banner poles starting September 25, 2016 through October 9, 2016 for the Oktoberfest event with request to waive all fees** *(unable to fulfill request of 11 banner poles as 6 poles were already rented during the timeframe of Sept. 11, 2016 through Sept. 24, 2016)*

Chappell/Horne motion to approve application and charge all banner permit fees.

Roll Call: Chappell, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 5 to 3 with Skates, Kordus, Flower voting "no."

- f. **Parade Permit application filed by VISIT Lake Geneva for the 41st Electric Christmas Parade using Broad St. and Main St. on December 3, 2016 from 3:00 pm to 6:30 pm**

Kordus/Chappell motion to approve the permit with a \$25.00 application fee. Mayor Kupsik stated for the longest time we have waived fees for different organizations. The \$25 is a cost our staff incurs for processing the paperwork. In the past we have made that as a non-negotiable fee. If nothing else, at least we cover the cost of staff processing the paperwork.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Unanimously carried.

- g. **Street Use Permit application filed by VISIT Lake Geneva for the 41st Electric Christmas Parade using Broad St. and Main St. on December 3, 2016 from 3:00 pm to 6:30 pm including closure of 112 parking stalls on Broad St. from Marshall St. to Main St. and on Main St. from Broad St. to Cook St.**

Kordus/Skates motion to approve and waive all parking stall usage fees and administrative fee. Alderman Kordus noted this was recommended by the Police Chief as a safety issue. It worked very well last year. The Chamber is picking up the costs of signage for the closed parking stalls.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Unanimously carried.

- h. **Banner Permit application filed by VISIT Lake Geneva to use 11 banner poles starting November 21, 2016 through February 12, 2017 for Winterfest with request to waive all fees**

Chappell/Gelting motion to approve the application and charge fees of \$1,100.

Chappell motion an amendment to charge \$330 for the three weeks prior with the remaining timeframe at no charge. Motion fails due to lack of a second.

Gelting/Chappell motion an amendment to approve with a fee of \$20 per banner, totaling \$220 for the entire time period. If another applicant requests and pays for a permit, they will be put up. When the timeframe is over, VISIT Lake Geneva's banner will be put back up at no charge; including exclusivity during the last 3 weeks prior to the event.

Roll Call on Amendment: Kupsik, Chappell, Gelting, Horne, Hedlund voting "yes." Motion carries 5 to 4 with Skates, Kordus, Flower, Howell voting "no."

Main Motion as Amended: Chappell/Gelting motion to approve the Banner Permit application filed by VISIT Lake Geneva to use 11 banner poles starting November 21, 2016 through February 12, 2017 for Winterfest with a fee of \$20 per banner, totaling \$220 for the entire time period. If another applicant requests and pays for a permit, they will be put up. When the timeframe is over, VISIT Lake Geneva's banner will be put back up at no charge; including exclusivity during the last 3 weeks prior to the event.

Roll Call: Chappell, Gelting, Horne, Hedlund, Howell voting "yes." Motion carries 5 to 3 with Skates, Kordus, Flower voting "no."

Alderman Kordus stated the City receives a benefit of sponsorship because of the fees and contributions. FLR also recommended waiving the fees. Ms. Chappell stated she is not sure what the benefit is of being a sponsor.

Kordus/Skates motion to approve Second Reading of Ordinance 16-11, amending Section 98-407: Substandard Lot Regulations allowing substandard lots that are zoned ER-1 to use SR-4 district standards with a conditional use permit. This eliminates the limit on the acreage.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Skates/Horne motion to approve Second Reading of Ordinance 16-12, amending Section 98-706: Exterior Storage Standards for Residential, Office and Commercial Districts, providing for recreational vehicle parking in driveways. This was recommended by the Building & Zoning Administrator. It’s more descriptive for enforcement purposes.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Skates/Kordus motion to approve Second Reading of Ordinance 16-13, amending Section 98-034: Definitions, redefining single family dwelling; and Section 98-206: Commercial Land Uses redefining commercial indoor lodging. The reason for this ordinance was to be more restrictive and to better define family dwelling. City Attorney Draper explained this ordinance prevents indoor lodging facilities from being utilized as single family residences. The purpose of this is simply to prevent vacation rentals from occurring within single family residential zones. They are allowed in other districts in our city.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Hedlund/Horne motion to approve Second Reading of Ordinance 16-14, amending Chapter 74, Traffic and Vehicles, Section 74-210 adding no parking on Grant Street, southside from Williams Street to Tomike and on Campbell Street from South Lake Shore Drive to Wells Street. These items were recommended by the Public Works committee. Alderman Flower is concerned about removing the ‘no parking’ on Grant Street. There is a problem but if parking is removed it cause cut through traffic and increased speeds. She feels there are other alternatives.

Chappell/Howell motion an amendment to remove Grant Street from this ordinance so they can continue to discuss alternative solutions for Grant Street.

Alderman Howell thought it was supposed to be brought back to Council with Grant Street taken out. City Attorney Draper stated that motion had failed. Ms. Chappell received emails from residents of Grant Street who are quite concerned. They would rather the speed limit be lowered than remove the parking. Parking is an issue but it is better that it is there as it slows down traffic. When other parking stalls in the downtown changed from angled to parallel, they became narrow, forcing people to drive slower. Alderman Hedlund drove that street today. He pointed out that a car was parked about 18 inches from the curb. There was a flow of traffic going west on Grant, but there were 4 cars behind the parked car waiting for the traffic to open up so they could proceed. The car was an obstruction to the traffic which is a hazard. He doesn’t feel there should be parking on that side of the street. Mayor Kupsik said he thought they had conversation stating that street was a substandard street as it is smaller than typical streets. He feels the parking is causing more of a problem than anything else. It is a four block street with a 25 mph speed limit. Ms. Chappell added in the evening there are people parked on the street. She feels the bottle neck would not happen if people would drive on the correct street which would be George Street. Alderman Gelting said telling people you want them to take another street does not mean they are going to take another street. The Police Chief says this is a dangerous situation, and this is a remedy to that. Mr. Gelting is in favor of putting more stop signs along that road. He believes this remedy is necessary. Alderman Flower feels you can control where people are going by putting obstacles in their way such as narrowing that area or adding stop signs. After the last meeting, the Police Chief said he was going to put a speed reader out there. She feels removing the parking will likely result in faster speeds and the parking should be left for right now. Alderman Howell said some of the same people who spoke with him about not wanting to remove the parking also said they would like to see another stop sign. He thinks they should put in a stop sign first and then consider removing the parking. Mr. Hedlund understands the stop sign might slow traffic but that is not the issue. The concern is making a two lane road into a one lane road. A stop sign will not alleviate the congestion. Alderman Kordus said it is a safety issue. He was on that street a few weeks ago. There were 3 parked cars and 4 cars lined up when a squad car was trying to come down that road. The cars had a hard time trying to maneuver around to let the squad car pass. The officer was probably delayed because he had to maneuver around the parked cars. Ms. Chappell said the Police Chief put out an idea but admitted he

doesn't know if that is the actual solution. Ms. Flower added a number of residents told her they park their cars there just to slow the traffic down. Ms. Chappell said the place to discuss other potential solutions should be at the Public Works committee.

Roll Call on Amendment: Chappell, Flower, Howell voting "yes." Amendment fails 3 to 5 with Skates, Kordus, Horne, Gelting, Hedlund voting "no."

Main Motion: Hedlund/Horne motion to approve Second Reading of **Ordinance 16-14**, amending Chapter 74, Traffic and Vehicles, Section 74-210 adding no parking on Grant Street, southside from Williams Street to Tomike and on Campbell Street from South Lake Shore Drive to Wells Street

Roll Call: Kordus, Skates, Gelting, Horne, Hedlund voting "yes." Motion carries 5 to 3 with Chappell, Flower, Howell voting "no."

Finance, License and Regulation Committee Recommendations – Alderman Kordus

First reading of Ordinance 16-15, to amend Chapter 78, Utilities, changing management of the utilities from a Utility Commission to the City Council

Kordus/Skates motion to table this item until a future date. Alderman Kordus felt Commissioner Lyon made some good points. The city is in the process of hiring a Comptroller, Library Director, Superintendent at the Water Commission, and in the middle of a budget process. A resolution was in place in October and they have been working through resolving issues since then. Mr. Kordus felt this was not the time to address this item. Alderman Skates was concerned with quality as there are some good things happening with the Utility Commission. He wants a focused plan with a focused leader. Mayor Kupsik informed the council that a tabled item is non-debatable.

Roll Call: Motion carried 5 to 3 with Chappell, Kordus, Skates, Hedlund, Howell voting "yes" and Flower, Gelting, Horne voting "no."

First reading of Ordinance 16-16, to amend Chapter 14, Buildings and Building Regulations, Section 14-104, deleting the words Water Commission and adding the word City in its place

Kordus/Chappell motion to approve the purchase of plow, box and salter for a 1-ton dump truck from Northland Equipment of Janesville, WI in the amount of \$28,279 from equipment capital improvements (Public Works Committee approved on August 11, 2016). Alderman Kordus explained this is the plow box and salter that are being added to a truck that was already purchased. This will make it fully operational as it was a 2 step process once we received the truck.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Unanimously carried.

Kordus/Flower motion to approve the Giraffe Electric Escrow Draw Request No 2 for \$19,850.00 with additional funding of \$6,352.76 from the Capital Fund. This is the final hookups for homes on Hwy 50 with the burying of the overhead electric lines. The overage was the hookup of 2 additional buildings (the church and utility building) that were not accounted for in the original bid. There is money in the capital fund from savings from the riprap project. City Administrator Oborn added this was done quickly, the Director of Public Works included 9 connections in the bid that was escrowed but forgot the 2 ends. He looked at the option of charging the Utility but because it is a city public works item, it should not be a utility expense. The cost for 2 hookups was twice as much due to the entities being commercial, not residential. Mayor Kupsik added the church had a rather large service as well.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Unanimously carried.

Discussion/Action on 2017 Budget Goals

Mr. Kordus noted due to time constraints, this was sent to Council with no recommendation from FLR. City Administrator Oborn stated last year he introduced budget goals as part of the process as it makes it go smoother and outlines some of the things we want to see. It is a moving document, so Council members can add to it. He listed a number of goals he included in the packet. Mayor Kupsik asked if Council members had any additional goals.

The consensus was that everyone agreed on the goals. Alderman Flower added if funds are going to be transferred to VISIT Lake Geneva they should look at what the city pays for that benefits that entity, such as the shuttle or waiving fees. Alderman Gelting asked for clarification on the item listed as "implementation of compensation study." He asked if it included the Utility and Library employees. Mr. Oborn said the City does not have jurisdiction over those employees. He encouraged the Utility to participate and they completed phase 1, but not phase 2. He asked Mr. Oborn to reach out to

both entities to encourage cooperation. Mr. Kordus felt the compensation studies and pay scales do not adjust every year. Mr. Oborn stated that merit increases will be phase 2.

Discussion/Action on 2017 Budget Workshop Schedule

Mr. Kordus noted this went to Council with no recommendation. He felt it looked fine but questioned if it needs to be published. Mr. Oborn said the meetings will be listed on the city calendar if approved. Mayor Kupsik asked City Attorney Draper if there is anything legally that would keep them from allowing the public to participate in the budget process or attending meetings. Mr. Draper said it would depend on what sort of efficiencies you want to have in the meetings. Mr. Kordus noted people have sat in on the meetings in the past. Alderman Gelting would like to have public involvement as early as possible. He feels the special finance meetings are a good opportunity for people to come. He is a bit concerned on the times they are slotted for. He would rather see later times to allow for people to attend. Mr. Kordus said they don't stick to time schedules. A 2 hour meeting generally lasts quite a bit longer. Mr. Oborn said the 10:00am meetings could be moved but they will clash with other meetings that are already scheduled. Mr. Kordus encouraged all other aldermen who are not on the Finance, License and Regulation Committee to attend the meetings. They will be recognized as a participant.

Kordus/Horne motion to approve the schedule as presented.

Roll Call: Chappell, Kordus, Skates, Flower, Horne, Hedlund, Howell voting "yes" and Gelting voting "no." Motion carried 7 to 1.

Plan Commission Recommendations – Alderman Skates

Skates/Howell motion to approve the Precise Implementation Plan Amendment Application filed by Ted and Terri Harig, 6597 Deerpath Rd., Lake Geneva to operate a Commercial Indoor Lodging facility at an existing Commercial Business in a Planned Development (PD) zoning district located at 821 Geneva St., Tax Key No. ZOP 00171, including two additional parking spaces provided at church next door; any onsite parking must be on paved surface, no outdoor storage, including Staff recommendations, and Findings of Fact (Plan Commission recommended on August 15, 2016). Alderman Skates noted it is a transition from an antique store to commercial indoor lodging. The annual agreement with the church next door was for 2 parking spots that they needed.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Unanimously carried.

Skates/Kordus motion to approve Resolution 16-R43, a Conditional Use Application to use the Single Family Residential (SR-4) zoning requirements in an Estate Residential (ER-1) zoning district for a new home filed by Orren Pickell Design Group, 550 Frontage Rd., Ste 3800, Northfield, IL 60093 on behalf of Alan and Kathi Bosworth, 267 E South St., Elmhurst, IL 60126 at 1224 W Main St., Lake Geneva, Tax Key No. ZYUP 00094P, including the Findings of Fact; Staff recommendations; terrace (covered porch) setback to be 50 feet from lake shore; sidewalk in the city right of way to be repaired to city standards; no access to the city driveway from residence; no construction access to the city driveway; no structures, trees, landscaping, or permanent fencing on the sanitary line or the right of way; Chapter 30 DNR permit required; Sanitary line to be shown on survey and landscaping plan; and 6 foot fence in height allowed to front property line (Plan Commission recommended on August 15, 2016). Mr. Skates said this is the home next to the west end pier. There is a shared driveway. The sewer line runs right onto the corner. There was concern there, which staff will stay on top of. They are going to supply the location and make the adjustments for the house so it is not in that right of way. The city will not have to share the driveway anymore and the sidewalk out front will be upgraded as well.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Unanimously carried.

Skates/Horne motion to approve an Application for Site Plan Review for a parking lot filed by Lake Geneva United Methodist Church, 912 Geneva St., Lake Geneva, Tax Key No. ZA464800001, including the city engineer and applicants engineer reach an agreement with the conditions of the engineers letter dated August 8, 2016, Staff recommendations and Findings of Fact (Plan Commission recommended on August 15, 2016). Mr. Skates explained the lot was made into 1 piece to allow for a parking lot.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Unanimously carried.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Kordus/Gelting motion to approve Prepaid Bills in the amount of \$8,674.64

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Kordus/Chappell motion to approve Regular Bills in the amount of \$419,994.53

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Mayoral Appointments.

Skates/Chappell motion to approve the reappointment of Bill Binn to the Geneva Lake Use Committee for a term expiring May 1, 2018.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Closed Session

- a. **Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for Building & Zoning Administrator Review and Contract Negotiations**
- b. **Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever competitive bargaining reasons require a closed session regarding Police Officer’s Union Negotiations**
- c. **Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved pertaining agreements with Kapur, Pontem, and WebCemeteries for additionally required Cemetery Software services (City Attorney Draper)**

Kordus/Chappell motion to go into closed session to include City Administrator, City Clerk, City Attorney, and Building & Zoning Administrator Robers on item a.

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Entered into closed session at 9:31pm

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

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Unanimously carried.

Council returned to open session at 11:20pm.

- a. Kordus/Hedlund motion to negotiate as discussed in closed session. Unanimously carried.
- b. Kordus/Horne motion to negotiate as discussed in closed session. Unanimously carried.
- c. Kordus/Skates motion to approve payment to Kapur for creation of reference numbers to input into Pontem software by Webcemeteries not to exceed \$9,920. Unanimously carried.

Adjournment. Kordus/Skates motion to adjourn at 11:24 pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

August 13, 2016

Dear Mayor, City Administrator, City Clerk, and Common Council Members:

Please accept this letter as a request to waive fees in reference to our event permit for Lake Geneva Oktoberfest 2016. As you may know, this event is put on with the intention of drawing both visitors and locals to enjoy Lake Geneva's Downtown – adding to both the vitality of the merchants and the city through sales, parking, and the vibrancy of the festivities – at the cost of the Lake Geneva Business Improvement District.

Although we understand there are certain costs incurred by the city, we hope that in working together to put on events like this, Lake Geneva will continue to grow and thrive. We ask to waive fees associated with this event as we work to bring revenue to the city as well as provide a great atmosphere for locals to enjoy their city.

We are happy to discuss the above further – please let us know if you have any questions.

Thank you.

Lake Geneva Downtown

RECEIVED

AUG 15 2016

BY: _____

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: Lake Geneva Business Improvement District Date of Application: 08.13.16
2. Organization Name: Lake Geneva Business Improvement District
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: PO Box 863
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: Lake Geneva Oktoberfest
2. Date(s) of Event: Saturday, October 8, 2016 - Sunday, October 9, 2016
3. Location(s) of Event: 200 Block of Main Street and Flat Iron Park
4. Hours: 7:00am October 8th - 6:30pm October 9th

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

6. Day of Event Contact Name: Erin Thornburgh Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 10,000

10. Basis for Estimate: Previous estimated attendance

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: Ponies (6-8)

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

- Use of downtown sidewalks for vendors
- Use of alleys on the 200 block of Broad Street (bathrooms dumpster, food storage, etc)
- Closing of the 200 block of Broad Street

- Use of Center Street lot adjacent to Flat Iron Park for giant pumpkin weigh-in site
- Pumpkin and log carving in Flat Iron Park

- Live music at both locations (PLEASE WAIVE FEE FOR PAVILLION)

(Please see attached map for details.)

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

- A dumpster will be provided and event staff will monitor 200 block of Broad Street garbage receptacles, emptying them as needed.
- Garbage will also be monitored at Flat Iron Park and emptied as needed.

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

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

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

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

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

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

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

Section IV - Street Use

Check if this section does not apply.

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

Road closures must include rental of barricades.

- Closing of the 200 block of Broad Street from Main Street to Geneva Street

(Please see attached map.)

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

Date(s) of use: Saturday, October 8th and Sunday October 9th

Total Number of Stalls Request: 31

Stall Number(s) and Location: behind champs: h/c, 923, 922, 919, 918, 915

Center Street lot: 978-1002

Additional Information:

Saturday = behind champs stalls only

Sunday = all stalls listed above

3. Description of signage to be used during event:

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

- Downtown city street banner poles

- Signage onsite during event

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: all pole outlets on Broad Street from Main Street to Geneva Street
- Water Explain: _____
- Traffic Control Explain: Cones in place (see attached map for details)
- Police Services Explain: _____
- Fire/EMS Services Explain: _____
- Other Explain: fork lift and operator for giant pumpkin weigh-in

Oktoberfest - October 8 - 9, 2016

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 _____	=	_____
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>				<u>Park Board Waived</u>
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 _____	=	<u>Park Board Waived</u>
Non-Resident					
49 Attendees or Less	\$75.00	x _____	x _____	=	_____
50-149 Attendees	\$125.00	x _____	x _____	=	_____
150 or more Attendees	\$225.00	x _____	x _____	=	_____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
# of Days					
Non-Profit or Resident	\$250.00	x _____	x _____	=	<u>Park Board Waived</u>
Non-Resident	\$500.00	x _____	x _____	=	_____
Additional Park Amenities					
Equipment (with delivery)	Rental Fee	# Requested	Sec. Dep.		Applicable Fee
Benches	\$5.00 each	x _____ +	\$50.00 =		_____
Picnic Tables	\$15.00 each	x _____ +	\$50.00 =		_____
Barricades	\$5.00 each	x _____ +	\$50.00 =		_____
Trash Receptacles	\$8.00 each	x _____ +	\$50.00 =		_____
Dumpster Delivery	\$50.00 each	x _____ +	\$0 =		_____
Dumpster Pick-up	\$50.00 plus additional landfill	_____			_____
Fencing - Snow	\$30.00 per 50 feet	_____			_____
<i>Requests for equipment are subject to availability.</i>					
Subtotal: \$					_____
Subtotal less fees waived by Park Board: \$					_____

\$65.00

\$750.00

\$885.00

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

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:

erin thornburgh, Lake Geneva BID DATE: 08.13.16

OKtoberfest

For Office Use Only

Date Filed with Clerk: _____ Payment with Application: \$ 0 Receipt: _____

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: _____

Additional services needed: SMALL REQUESTION / Center lot / Street lot

Additional fees or deposit: shuttle

Piers, Harbors & Lakefront: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Committee/Council review (all that apply):

Park Board: Meeting Date(s): Agoscarco 9/7/2016 Approved Denied

Reasons/Conditions: wave all fees except \$25 application fee

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

Reasons/Conditions: _____

Council: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

Clerk's Office Completion:

Total Addtl fee/deposit to be collected: \$ _____ Receipt # _____

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

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

Reason withheld: _____

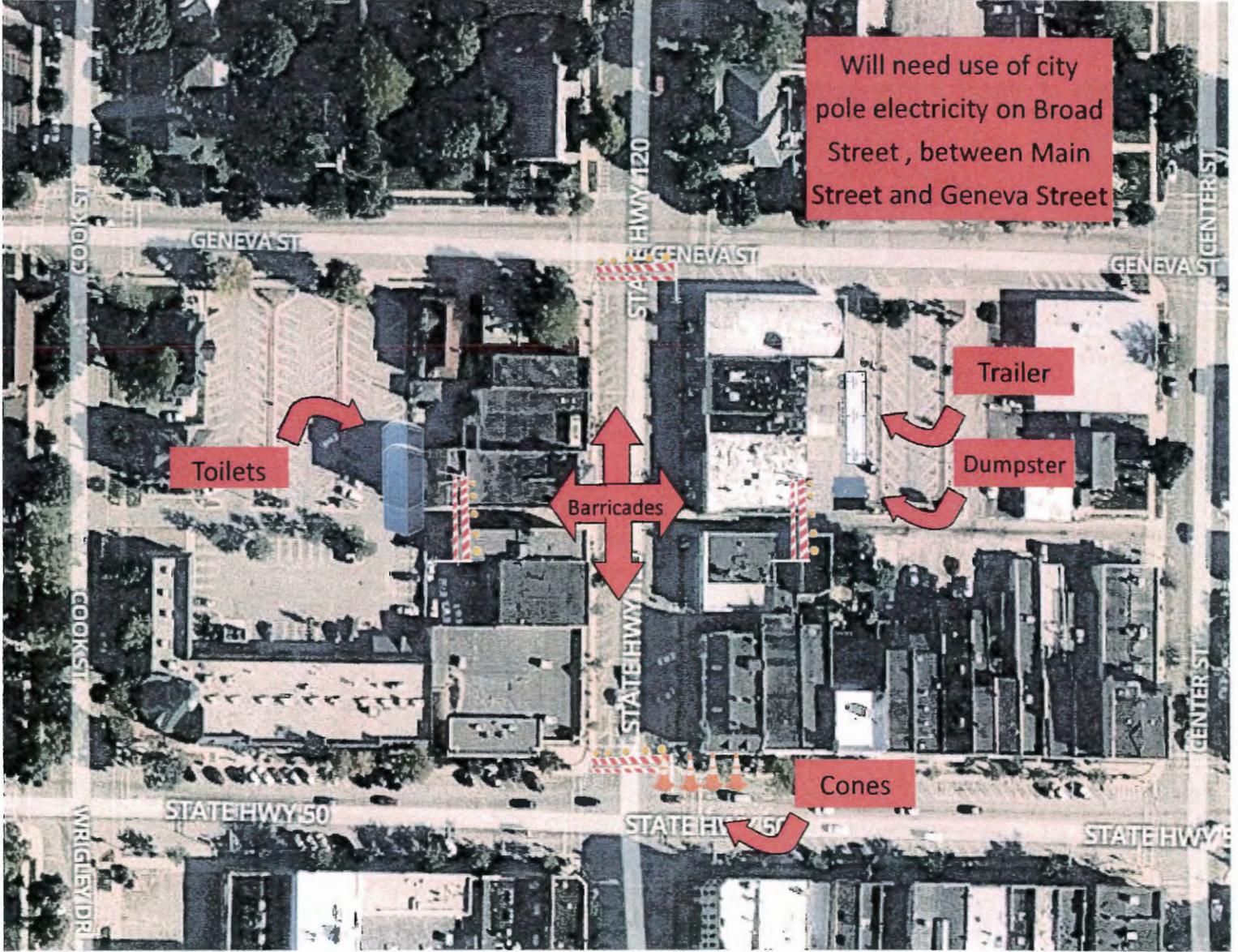
Oktoberfest 2016



Giant Pumpkin Weigh-in Site

Pavillion: Live Music

Pumpkin carving & Other fun activities



Will need use of city pole electricity on Broad Street, between Main Street and Geneva Street

Toilets

Barricades

Trailer

Dumpster

Cones



**Giant Pumpkin Weigh-in
Flat Iron Park**



**Food Set-up: Corner of
Broad St & Main St**



**Pumpkin Give-away
Brunk Pavillion**

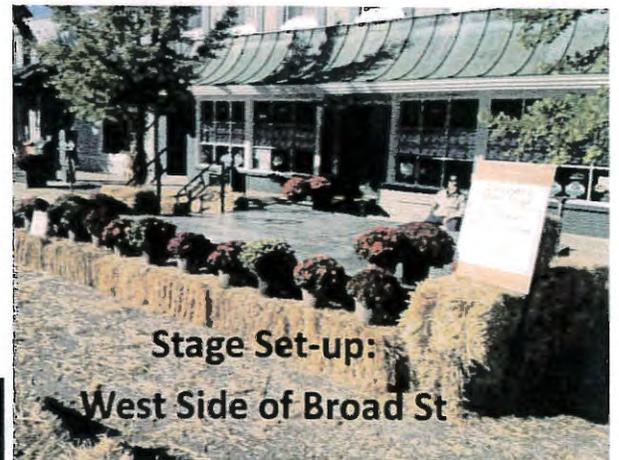
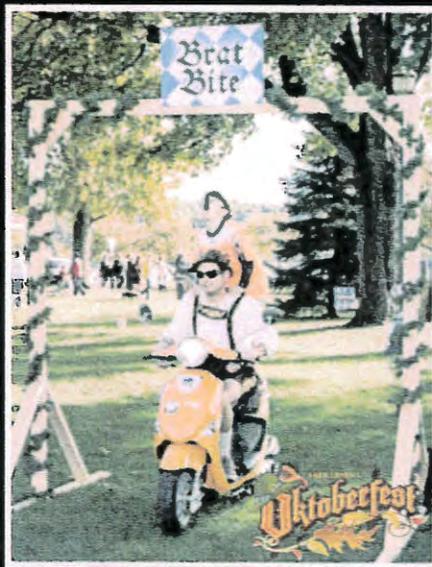


Stage and Spectator Set-up

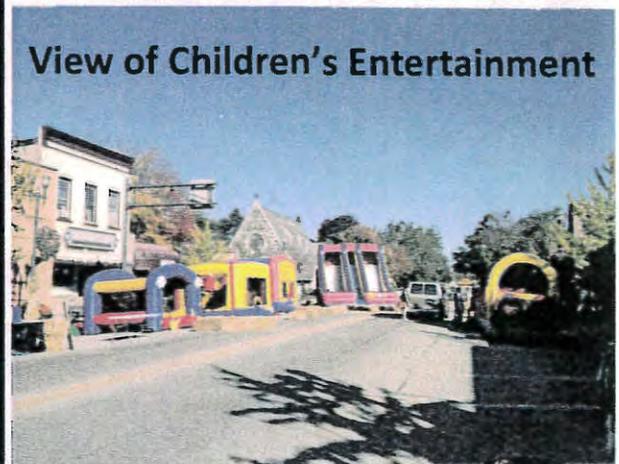
**Pony Rides
Flat Iron Park**



**Scooter Games
Flat Iron Park**



**Stage Set-up:
West Side of Broad St**



View of Children's Entertainment

4b. Donation of Funds for Park Bench at Library Park.

It was moved by Ald. Skates and seconded by Mayor Kupsik to approve the donation offer of a bench with plaque in honor of Don Schmitz. The motion passed 8-0.

DATE 10/08/17 to 10/09/17 LOCATION Flat Iron Park USE Octoberfest

B.I.D. /Needs include use of Brunk Pavilion and a request to waive fees.

President Esarco read the permit. It was moved by Commissioner Hartigan to approve only charging the application fee, and seconded by Alderman Skate. The motion passed 8-0.

(This item needs to go to Council for approval).

DATE 09/23/16 & 09/24/16 LOCATION Library Park by the Legion Canteen

USE Rest stop for bike rides of 37 miles one day and 55 miles the other day.

President Esarco read the permit. It was moved by Mayor Kupsik to approve, and seconded by Alderman Skates. The issue of the Hope Walk being in possible conflict was discussed. But the location and little number of bikes making the rest stop wasn't seen as a problem. The motion passed 8-0.

(This item needs to go to Council for approval).

5. Discussion on Park Assignments/Repairs Update/Maintenance:

Commissioner Hartigan said she goes down to the dog park daily and is pleased with its condition.

6. NEW BUSINESS

a) Discussion on Pickle Ball Court – presented by Mike Kramp, YMCA (taken out of order first, Skates, Hartigan, 8-0)

Mr. Kramp of the YMCA brought up the matter of trying to site locations for pickle ball courts which has gained popularity and is being played in the main gym. Locations discussed included the old skate park pad which would require an asphalt layer, coating and striping for up to \$30,000; the basketball courts in Veterans Park, and City tennis courts. There were Commission issues with striping the new tennis courts, and the YMCA wished to do something this fall and not wait for the old skate park to be repaved. By consensus the YMCA was given direction to stripe the basketball courts to see what the interest level was.

The Park Permit was already approved by Council on November 9, 2015.
Applicant has paid all fees, excluding the park security deposit which was waived by Council.

From: [LAKE GENEVA HOPE WALK](#)
To: [City Clerk](#)
Subject: Request to be put on the agenda
Date: Friday, September 02, 2016 8:20:44 AM

As some of you may already know and for those of you who don't know, the "**Lake Geneva Hope Walk**" is a non-competitive walk along the Geneva Lake shore path to benefit the Aurora Health Care Breast Treatment Assistance Program for individuals needing mammograms who are under or uninsured. The walk takes place on Saturday, September 24th, starting at Library Park.

This year we are honored to have the "**PINK HEELS**" fire truck visit our walk. Since there is no place in Library Park that the fire truck can park, we are required to have it park on the street which will require a few parking spaces.

Because it is our pleasure to donate as much money as possible to the Aurora Breast Treatment Assistant Program, we are requesting a waiver of the fees for 6 parking meters while the fire truck is parked at our event. (We are requesting parking meter numbers 253-258.) The truck will be parked from 7:00 AM through noon. (9:00-12:00 while meters are monitored)

Thank you very much for your consideration of the fee waiver. We appreciate anything you can do for us.

Most sincerely,

Wendy Nowak
Co-Chairwoman
Lake Geneva Hope Walk

--

The Lake Geneva Hope Walk is a non-competitive walk along the Geneva Lake shore path to benefit the Aurora Health Care Breast Treatment Assistance Program for individuals needing mammograms who are under insured or uninsured.

CIT OF LAKE GENEVA

10/20/16

W/10/11/11

APR 180
TDC-539
W95

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

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. *Elm Park near Bathrooms*
 - 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: Brenda Buchanan Date of Application: 5/31/2016
2. Organization Name: National Multiple Sclerosis Society
3. Organization Type: For Profit Non-Profit (501(c) 3) Tax ID: _____
4. Mailing Address: 8111 N Stadium Dr. Ste 100
5. City, State, Zip: Houston, TX 77054
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: Tour of Champions
2. Date(s) of Event: 9/23/2016 and 9/24/2016 Rental of Library Park on 9/23/2016 only
3. Location(s) of Event: Route maps attached, Elm Park for Brunch stop 9/23
4. Hours: 7am - 12pm
Start Time End Time

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

6. Day of Event Contact Name: Charissa Horner Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 100

10. Basis for Estimate: Registration of event for NMS's Top Fundraisers

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

maybe a pop up tent (~12x12) secured with sandbags

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.
Tour of Champions is an annual cycling incentive trip for NMS's Top Fundraisers. We are planning a leisure bike ride for the group leaving out of the Grand Geneva Resort. We estimate approx 100 cyclists on Friday and 35 on Saturday. Route maps attached. Looking to utilize Elm Park near bathrooms as a brunch stop for the group on Friday Morning.

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

15. Description of plan for providing event security (if applicable):
Police escort if necessary or required.

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.

Route maps attached. Cyclists will utilize bike lanes and ride with traffic. No street closures requested.

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.

7" x 10" yellow directional signs placed at major turns in our route. Will be picked up the same day, right after ride

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			<u>\$25.00</u>
<i>* please have restraints open</i>				
Security Deposit				
Non-Profit or Resident				
49 Attendees or Less	\$50.00			_____
50-149 Attendees	\$100.00			<u>\$100</u>
150 or more Attendees	Determined by Park Board			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	Determined by Park Board			_____
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	<u>1</u>	x <u>1</u> =	<u>\$55</u>
150 or more Attendees	\$105.00 x	_____	x _____ =	_____
Non-Resident				
49 Attendees or Less	\$75.00 x	_____	x _____ =	_____
50-149 Attendees	\$125.00 x	_____	x _____ =	_____
150 or more Attendees	\$225.00 x	_____	x _____ =	_____
Brunk Pavilion Rental Permit				
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>				
Non-Profit or Resident	\$250.00		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 <u>1</u> +	\$0 =	<u>\$50.00</u>
Dumpster Pick-up	\$50.00 plus additional landfill	<u>1</u>		<u>\$50.00</u>
Fencing - Snow	\$30.00 per 50 feet	_____		_____
<i>Requests for equipment are subject to availability.</i>				Subtotal: \$ <u>180</u>

\$100.00

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

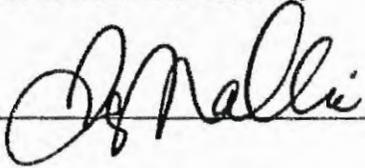
Total PAID with Application: \$ 180

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:

 DATE: 6/14/16

For Office Use Only

Date Filed with Clerk: 6/27/16 Payment with Application: \$ 180.00 Receipt: C16027-29

Additional Fees Collected: \$ 100.00 Receipt # C160721-27
DUMPSTER

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: Dumpster will be required

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: _____

Additional services needed: No stalls requested

Additional fees or deposit: _____

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

Additional services needed: _____

Additional fees or deposit: _____

Committee/Council review (all that apply):

Park Board: Meeting Date(s): Agenda 9.7.16 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:

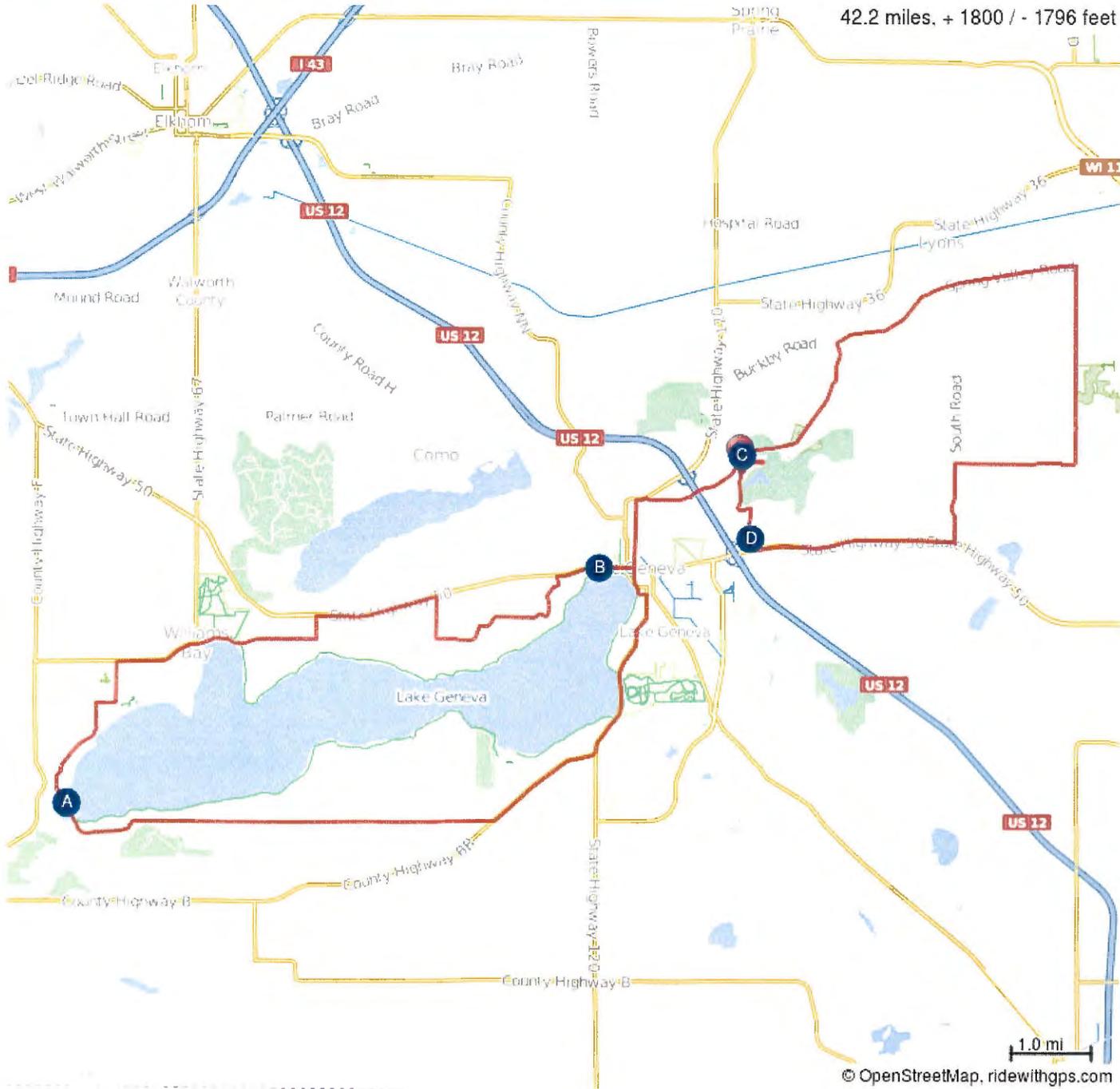
Total Add'l fee/deposit to be collected: \$ _____ Receipt # _____

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

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

Reason withheld: _____

2016 TOC Friday Bike Route



28 mile or 43 mile options

- A. Breakpoint at Mile 15.3
- B. Brunch Stop at mile 25.3
- C.
- D. Group Photo

2016 TOC Friday Bike Route

0.0	▶	Start of route
0.0	←	Head South on Grand Geneva Way for Group Photo at the end of the road (1 mile)
1.0	▶	Location of Group Photo at the end of Grand Geneva Way by Stables (1 mile)
1.5	↑	Head back North on Grand Geneva Way to start bike route
2.7	←	L at the end of the parking lot by putting greens
3.0	←	L on Sheridan Springs Rd.
3.9	→	R onto N Edwards Blvd/Sheridan Springs Rd
4.5	←	L to stay on E Sheridan Springs Rd
4.6	←	L onto Center St
5.7	←	L onto Wrigley Dr
5.8	→	Slight R to stay on Wrigley Dr
5.8	↑	Continue onto Campbell St
5.9	→	R onto S Lake Shore Dr
9.7	→	Slight R to stay on S Lake Shore Dr
15.2	→	*Breakpoint* R onto Lake St to enter parking lot
15.3	→	R onto S Lake Shore Dr to continue on route
15.4	→	R onto Reid St.
15.6	←	Jog L on Kinzie
15.6	←	Fast R onto N Lakeshore Drive
16.9	←	Ninety degree R then L to stay on Lake Shore Drive
17.7	→	R on W. Geneva St.
19.8	→	Slight R onto Laurel St
20.2	←	L onto Knollwood Dr
20.5	→	R onto Hwy 50 *Caution to stay on shoulder*
22.1	→	R onto Snake Rd
22.6	←	L to stay on Snake Rd.
24.7	→	R on Main Street/Hwy 50
25.7	←	L onto Center St.
26.6	→	R on E Sheridan Springs Rd
26.7	→	R at light to stay on E Sheridan Springs Rd
27.3	←	L onto N Edwards Blvd/Sheridan Springs Rd
28.1	→	R back into Resort or continue straight for another 14 miles on Knob Road Loop
28.7	↑	Continue on Sheridan Spring Road
31.5	↑	Continue onto Spring Valley Rd
33.5	→	R on Knob Rd
36.0	→	L onto Steele Rd.
36.3	↑	Continue onto Steele Rd
37.5	←	L onto S Rd
37.5	←	L onto S. Rd (at dead end)
38.5	→	R onto WI-50 W

38.5 miles. +2162/-2156 feet

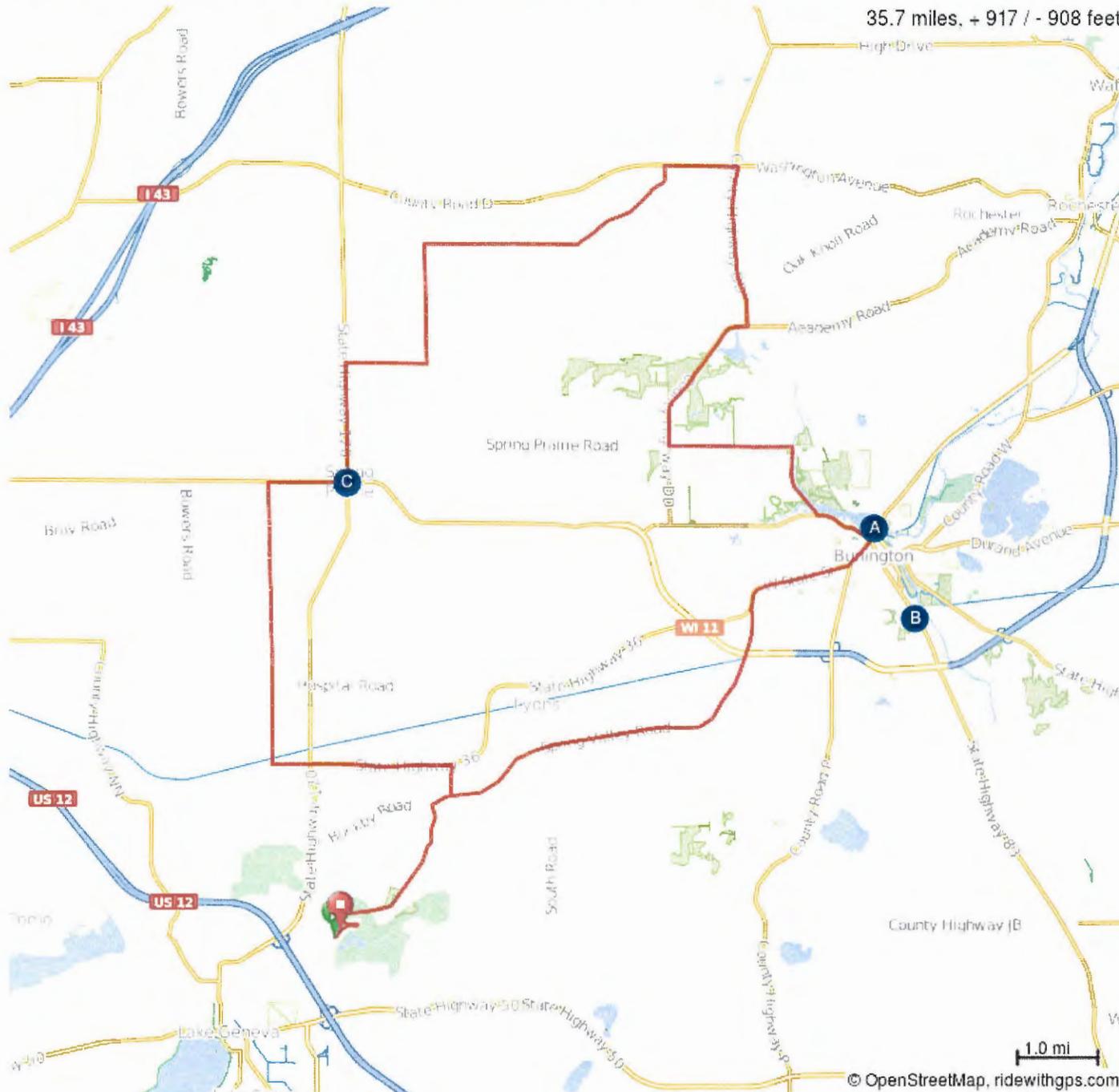
41.0	→	R onto Grand Geneva Way through resort gate (1 mile back to resort)
42.2	→	End of Route back at Resort
42.2	▀	End of route

2016 TOC Saturday Bike Route 9/24/16



35.7 miles, + 917 / - 908 feet

- A. Breakpoint
- B. Nestle
- C. Breakpoint at Shavers General Store



0.0	▶	Start of route
0.1	→	Head North East on Grand Geneva Way
0.3	←	L past the parking lot and putting green
0.6	→	R on Sheridan Springs Rd.
2.7	→	R to stay on Sheridan Springs Rd
8.0	→	R to stay on Mormon Rd/Spring Valley Rd
8.2	↑	Continue onto W State St
9.4	↑	Continue onto Milwaukee Ave
9.9	←	L onto N Pine St
10.2	↑	Continue onto W Chestnut St
10.6	→	R onto Bieneman Rd.
11.6	←	L onto Spring Prairie Rd
13.1	→	R onto County Hwy DD
15.1	←	L on Honey Creek Rd.
17.1	←	L onto Co Hwy D/Co Rd D/Washington Ave
18.0	←	L onto Valley View Rd
21.5	←	L onto Hargraves Rd
23.0	→	R onto Potter Rd
24.0	←	L onto WI-120 S
25.5	→	Breakpoint at Shavers General Store, then R onto WI-11 W/Wisconsin Trunk Hwy 11 W
26.5	←	L onto Town Line Rd
28.0	↑	Continue onto Weeks Rd
30.0	←	L onto Springfield Rd
30.5	↑	Continue onto WI-36 N
32.2	→	R onto Short Rd
32.6	→	R onto Sheridan Springs Rd
32.9	←	L to stay on Sheridan Springs Rd
33.4	→	Slight R to stay on Sheridan Springs Rd
35.0	←	L
35.3	→	R toward Grand Geneva Way
35.3	→	R onto Grand Geneva Way
35.5	↑	Continue straight to stay on Grand Geneva Way
35.7	▶	End of route

4b. Donation of Funds for Park Bench at Library Park.

It was moved by Ald. Skates and seconded by Mayor Kupsik to approve the donation offer of a bench with plaque in honor of Don Schmitz. The motion passed 8-0.

DATE 10/08/17 to 10/09/17 LOCATION Flat Iron Park USE Octoberfest

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(This item needs to go to Council for approval).

DATE 09/23/16 & 09/24/16 LOCATION Library Park by the Legion Canteen

USE Rest stop for bike rides of 37 miles one day and 55 miles the other day.

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(This item needs to go to Council for approval).

5. Discussion on Park Assignments/Repairs Update/Maintenance:

Commissioner Hartigan said she goes down to the dog park daily and is pleased with its condition.

6. NEW BUSINESS

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Mr. Kramp of the YMCA brought up the matter of trying to site locations for pickle ball courts which has gained popularity and is being played in the main gym. Locations discussed included the old skate park pad which would require an asphalt layer, coating and striping for up to \$30,000; the basketball courts in Veterans Park, and City tennis courts. There were Commission issues with striping the new tennis courts, and the YMCA wished to do something this fall and not wait for the old skate park to be repaved. By consensus the YMCA was given direction to stripe the basketball courts to see what the interest level was.

**City of Lake Geneva
Department of Public Works**

Park System - Memorial and Donation Application

Name of Donor: Stephanie Hansel

Address of Donor: 839 Village Brook Ct.
Ballwin, MO 63021

Phone Number:

Home: _____ Other: _____

E-mail: _____

Description of Donation:

park bench with plaque → ^{highly} prefer placement by lake
My father lived on West Main across from library
park & used benches

Wording on Memorial Acknowledgement:

In Loving Memory of Don Schmitz
(1942 - 2016)

My signature below indicates that I have received a copy of the Memorial and Donations Policy and agree to all the provisions and procedures as outlined.

Requested by:

Stephanie Hansel
(Please Print)

Stephanie Hansel
Signature of Donor

8/21/16
Date

Staff Use Only. Date Received _____ Staff Initials _____
Staff Recommendation to City's Board of Park Commissioners: Approve/Deny
Council Review Date: _____ Approved/Denied _____
Order Date: _____ Installation Date: _____

4b. Donation of Funds for Park Bench at Library Park.

It was moved by Ald. Skates and seconded by Mayor Kupsik to approve the donation offer of a bench with plaque in honor of Don Schmitz. The motion passed 8-0.

DATE 10/08/17 to 10/09/17 LOCATION Flat Iron Park USE Octoberfest

B.I.D. /Needs include use of Brunk Pavilion and a request to waive fees.

President Esarco read the permit. It was moved by Commissioner Hartigan to approve only charging the application fee, and seconded by Alderman Skate. The motion passed 8-0.

(This item needs to go to Council for approval).

DATE 09/23/16 & 09/24/16 LOCATION Library Park by the Legion Canteen

USE Rest stop for bike rides of 37 miles one day and 55 miles the other day.

President Esarco read the permit. It was moved by Mayor Kupsik to approve, and seconded by Alderman Skates. The issue of the Hope Walk being in possible conflict was discussed. But the location and little number of bikes making the rest stop wasn't seen as a problem. The motion passed 8-0.

(This item needs to go to Council for approval).

5. Discussion on Park Assignments/Repairs Update/Maintenance:

Commissioner Hartigan said she goes down to the dog park daily and is pleased with its condition.

6. NEW BUSINESS

a) Discussion on Pickle Ball Court – presented by Mike Kramp, YMCA (taken out of order first, Skates, Hartigan, 8-0)

Mr. Kramp of the YMCA brought up the matter of trying to site locations for pickle ball courts which has gained popularity and is being played in the main gym. Locations discussed included the old skate park pad which would require an asphalt layer, coating and striping for up to \$30,000; the basketball courts in Veterans Park, and City tennis courts. There were Commission issues with striping the new tennis courts, and the YMCA wished to do something this fall and not wait for the old skate park to be repaved. By consensus the YMCA was given direction to stripe the basketball courts to see what the interest level was.

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 Sept. 25th 2016 and ending Sept. 25th 2016 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 St. Francis de Sales Catholic Church

(b) Address 148 W Main St. Lake Geneva WI 53147
(Street) Town Village City

(c) Date organized 1848

(d) If corporation, give date of incorporation 3/15/1915

(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 Archbishop Jerome Listecki

Vice President Rev. James T. Schuerman

Secretary Thomas Murray

Treasurer Daryl Brown

(g) Name and address of manager or person in charge of affair: Carola Nevin

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 148 W. Main St.

(b) Lot _____ Block _____

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

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event

(a) List name of the event Fall Fest

(b) Dates of event 9-25-16

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.

St. Francis de Sales Church
(Name of Organization)

Officer James E. Schuerman
(Signature/date)

Officer _____
(Signature/date)

X Officer Judie Hooks
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 8/23/16

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: St. Francis de Sales

Name of Event: Fall Fest

Date of Event: 9-25-16

Time of Event: 11:00^{AM} - 6:30^{PM}
(Beginning) (Ending)

Event Contact Person: Carole Nevin

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

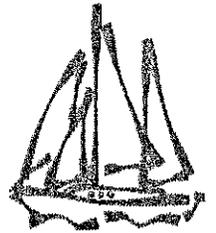
**PLEASE FILL ALL BLANKS COMPLETELY.
THIS INFORMATION IS NEEDED TO COMPLETELY PROCESS YOUR
TEMPORARY RETAILER'S LICENSE APPLICATION.**

For Office Use Only

Date Filed: <u>8/23/16</u>	Receipt No: <u>C160823-18</u>
Total Amount: <u>10.00</u>	
Forwarded to Police Chief: <u>8/23/16</u>	
Recommendation: <u>[Signature]</u>	<input checked="" type="radio"/> Approved <input type="radio"/> Denied
Verification that not more than 2 temporary wine licenses have been issued to this applicant within the last 12 months: <u>✓</u>	
FLR Approval: _____	License Issued: _____
Council Approval: _____	License Number: _____
MAIL TO: _____	License Expires: _____
Organization: _____	



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE



PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED. FEE OF \$10.00 IS PAYABLE TO CITY OF LAKE GENEVA AND DUE UPON APPLICATION.

NOTE: This license shall be issued to persons under the terms of Wisconsin State Statutes 125.17 (4). License shall be issued only to operators employed by or donating their services to non-profit corporations. A maximum of two temporary operator licenses will be issued to any individual per year. This license shall be valid only for the period of time specified on the license, which time period shall not exceed fourteen (14) days.

APPLICANT INFORMATION

Name: Nevin Carole Patricia
Last First Middle

Maiden Name: Squire Date of Birth: _____

Address (Physical): 1320 Marion St.

Mailing Address (if different): _____

City, State, Zip: Lake Geneva WI 53147

Phone _____ Drivers License #: _____

Email: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES NO

If No, will a Licensed Operator be serving or supervising the service of alcohol? YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: St. Francis de Sales Church

Address: 148 W. Main St

Name of Event where licensee will work: Fall Fest

Date of Event: 9-25-16

APPLICANT SIGNATURE

Carole Nevin DATE: 8-23-16

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com
Servingalcohol.com
TIPS

Learn2serve.com
\$8 Server Training
CARE

Wisconsin Technical Colleges
ServSafe Alcohol (WRAEF/NRAEF)
TEAM

For Office Use Only

Date Filed:	<u>8/23/16</u>	Receipt No:	<u>C160823-18</u>
Total Amount:	<u>10.00</u>		
Forwarded to Police Chief:	<u>8/23/16</u>		
Background Completed:	<u>9-3-16 JA</u>		
Recommendation:	<u>[Signature]</u>	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied
Verification that no other temporary licenses have been issued to this applicant in the current year: <u>✓</u>			
FLR Approval:	_____	License Issued:	_____
Council Approval:	_____	License Number:	_____
MAIL TO:	Individual, Organization	License Expires:	_____

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: Aug. 17 2014

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 Oct 7 2014 and ending Oct 8 2014 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 Geneva Lake Arts Foundation Inc

(b) Address 223 Broad St Lake Geneva WI
(Street) Town Village City

(c) Date organized January 2014

(d) If corporation, give date of incorporation January 2014

(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 Nikki Marsicano 3454 Cty f So Delavan WI

Vice President _____

Secretary _____

Treasurer _____

(g) Name and address of manager or person in charge of affair: Sarah McConnell
21 LAKEVIEW DR. Lake Geneva WI 53147

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 223 Broad St

(b) Lot _____ Block _____

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

(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: Gallery - storefront only

3. Name of Event

(a) List name of the event Fall Art Exhibit Opening

(b) Dates of event Oct 7, 8

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 Pamela King
(Signature/date)

Officer Nikki Marsicano 8/18
(Signature/date)

Date Filed with Clerk 8/18/16

Date Granted by Council _____

Geneva Lake Arts Foundation Inc
(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Reported to Council or Board _____

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: Geneva Lake Arts Foundation Inc.

Name of Event: Fall Art Exhibit Opening

Date of Event: Oct. 7, 8

Time of Event: Oct. 7 ~~6-8pm~~ 6pm - 8pm Oct 8 3-5:00pm
(Beginning) (Ending)

Event Contact Person: Sarah McConnell

Contact Phone: 773-456-9627

Contact Email: SarahT.McC@GMAIL.COM

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

Yes No

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

For Office Use Only

Date Filed: 8/18/16 Receipt No: C160818-7

Total Amount: 10.00

Forwarded to Police Chief: 8/19/16

Recommendation: _____ Approved Denied

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

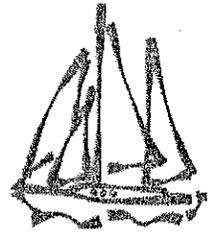
FLR Approval: _____
Council Approval: _____

License Issued: _____
License Number: _____
License Expires: _____

MAILTO: Organization



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE



PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED. FEE OF \$10.00 IS PAYABLE TO CITY OF LAKE GENEVA AND DUE UPON APPLICATION.

NOTE: This license shall be issued to persons under the terms of Wisconsin State Statutes 125.17 (4). License shall be issued only to operators employed by or donating their services to non-profit corporations. A maximum of two temporary operator licenses will be issued to any individual per year. This license shall be valid only for the period of time specified on the license, which time period shall not exceed fourteen (14) days.

APPLICANT INFORMATION

Name: McConnell Sarah Trout
Last First Middle

Maiden Name: Trout Date of Birth: _____

Address (Physical): 21 Lakeview Lake Geneva WI 53147

Mailing Address (if different): _____

City, State, Zip: _____

Phone: _____ Drivers License #: _____

Email: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES NO

If No, will a Licensed Operator be serving or supervising the service of alcohol? YES NO

****Received Certificate of Beverage Server Training on 8/29/2016****

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Geneva Lake Arts Foundation

Address: 223 Broad St

Name of Event where licensee will work: Fall Art Exhibit Opening

Date of Event: October 7 2016

APPLICANT SIGNATURE

DATE: August 17 2016

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com
Servingalcohol.com
TIPS

Learn2serve.com
\$8 Server Training
CARE

Wisconsin Technical Colleges
ServSafe Alcohol (WRAEF/NRAEF)
TEAM

For Office Use Only

Date Filed: <u>8/17/16</u>	Receipt No: <u>C160877-14</u>
Total Amount: <u>10</u>	
Forwarded to Police Chief: <u>8/19/16</u>	
Background Completed: <u>8-19-16</u> <u>gt</u>	
Recommendation: <u>[Signature]</u> <input checked="" type="radio"/> Approved <input type="radio"/> Denied	
Verification that no other temporary licenses have been issued to this applicant in the current year: _____	
FLR Approval: _____	License Issued: _____
Council Approval: _____	License Number: _____
	License Expires: _____
MAILTO: <u>Individual, Organization</u>	

Wisconsin Responsible Beverage Server Training

Sarah McConnell

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

Date of Completion: 08/29/2016

Kelly Bailey

Authorized Signature

City of Lake Geneva

Licenses Issued Between: 9/12/2016 and 9/12/2016

Date: 9/08/2016
Time: 11:57 AM
Page: 1

Operator's Regular - Renewal

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>
9/12/2016	2016 -276	Jeremy C. Hanson Employer: Lake Geneva Lanes / Sandal Inc	1924 Willow Rd 192 E Main St	50.00
			Count:	1

City of Lake Geneva

Licenses Issued Between: 9/13/2016 and 9/13/2016

Date: 9/08/2016

Time: 3:37 PM

Page: 1

Operator's Regular - Originals

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>		<u>Total</u>
9/13/2016	2016 -277	Nicolette Almeida Employer: Walgreens #5600	W760 Violet Rd 351 N Edwards Blvd	Genoa City, WI Lake Geneva, WI 53147	50.00
9/13/2016	2016 -278	Kelsey Larson Employer: Carvetti's / Samson Enterprise	540 McCole Rd 642 W Main St	Twin Lakes, WI Lake Geneva, WI 53147	50.00
9/13/2016	2016 -279	Patricia Martin Employer: Midwest Fuel Inc dba Northside	1732 Genesee St 501 Interchange N	Springfield, WI 5 Lake Geneva, WI 53147	50.00

Count: 3



City of Lake Geneva 2016 YTD Benchmarking Analysis

Presented by | Cottingham & Butler



Cottingham & Butler

Cottingham & Butler
Dubuque, IA 52001 | 800.793.5235
www.CottinghamButler.com

Key Metrics for Evaluating Performance Of Benefit's Program

Coverage

Metric	Calculation	What it tells you
Participation Rate	The number of employees who are covered divided by the total number of eligible employees	Whether you may be covering too many employees relative to benchmark averages
Dependent Ratio	The total number of plan participants divided by total number of covered employees	Whether you may be covering too many dependents



Average Spend

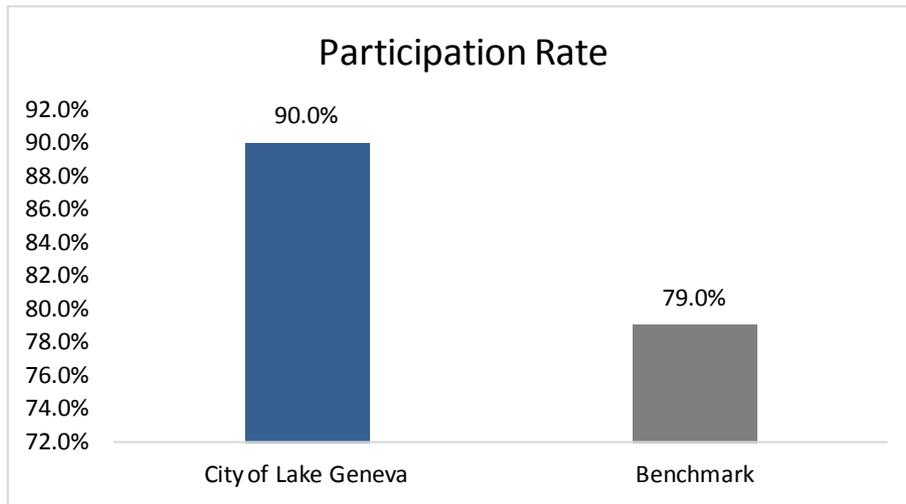
Metric	Calculation	What it tells you
Average claims per Participant	Total claims costs (eligible Medical & RX claims) before cost sharing divided by total number of participants	The total amount of money spent on claims by an average participant without regard to plan design and contributions (absolute cost of benefits)
Demographic Index	Weighted average expected cost index based on participant age and gender (1 is average)	The impact of demographics on average costs



Cost Sharing

Metric	Calculation	What it tells you
Admin Cost per Participant	Total Plan admin costs divided by total number of participants	The non-claims cost associated with the plan
Plan Cost Sharing percentage	The total amount paid by the plan divided by the total eligible claims	The split between what the plan pays versus what the employee pays when medical services are purchased
ER Contribution percentage	(Total plan costs minus employee contributions) divided by total plan costs	The percentage of total plan costs that are paid for by the employer

Metric 1: Participation Rate



- **City of Lake Geneva** is providing benefits to **90%** of eligible employees which is **far higher** than benchmark.
- Employee contributions are the main driver of this metric.
- High participation can also indicate employees are not aware of other alternative options that exist for them.

Ideas for Reducing Participation

- Implement employee/family contributions
- Spousal surcharge or carve-out
- Working spouse provision
- Decrease plan benefits
- Educate employees on alternatives available to them

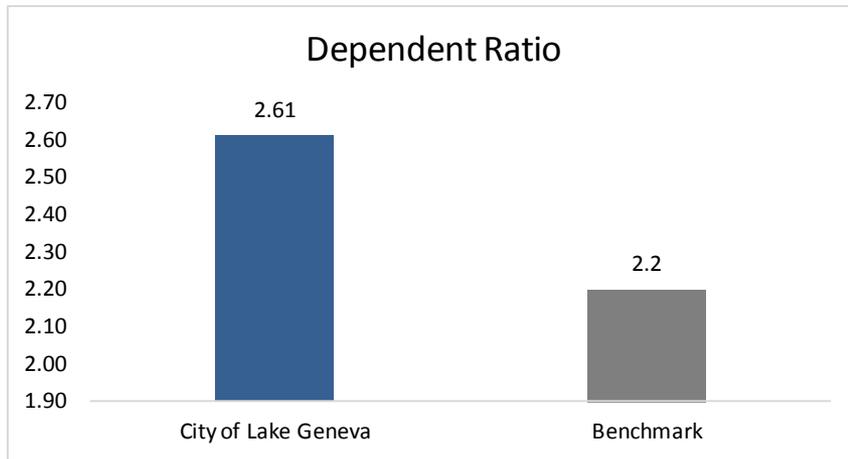
Costs / (Savings) of moving to benchmark**

(\$179,176)

* Benchmark based on Kaiser (KPP) 2014 Annual Study

** Calculated by taking the number of enrolled employees divided by the number of eligible employees outside of a waiting period

Metric 2: Dependent Ratio



- For each covered employee, **City of Lake Geneva** is covering **116** dependents.
- **City of Lake Geneva** covers **30 more** dependents than the average company.
- The **high** dependent ratio is likely due to **rich plan design and low employee contributions**

Ideas for Reducing Dependent Ratio

- Increase family contributions
- Eligibility Audit
- Spousal Provisions (Carve-Out/Surcharge)
- Expand Family Contribution Tiers
- Remove Non-Mandated Coverages
- Educate Members of Alternative Coverage Options

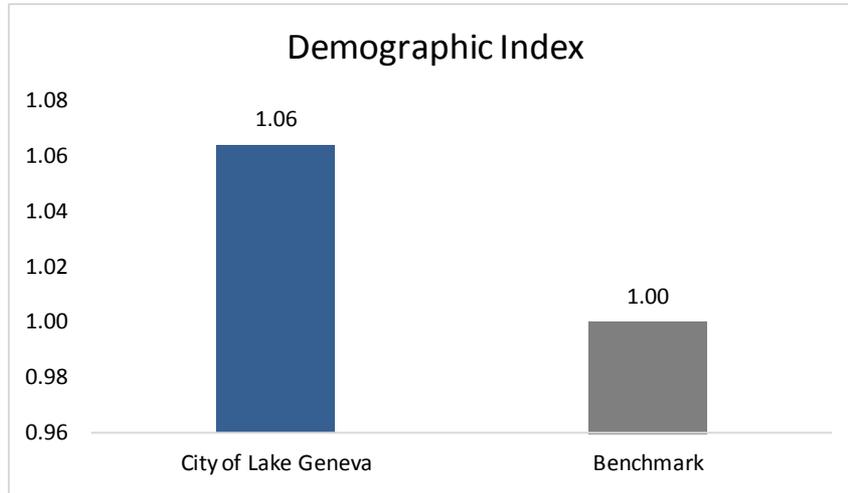
Costs / (Savings) of moving to benchmark**

(\$230,815)

* Benchmark is based on C&B proprietary client database

** Calculated by taking the number of members enrolled on the health plan divided by the number of enrolled employees

Metric 3: Member Demographic Index



- The demographics of the City of Lake Geneva is 6% more risky than the average group.
- Demographic Index is based solely on the demographics of a population and cannot truly be effected outside of changing hiring or enrollment patterns.
- This metric is more of an informational metric used to adjust benchmarks.

Demographic Index Has No Reduction Mechanism

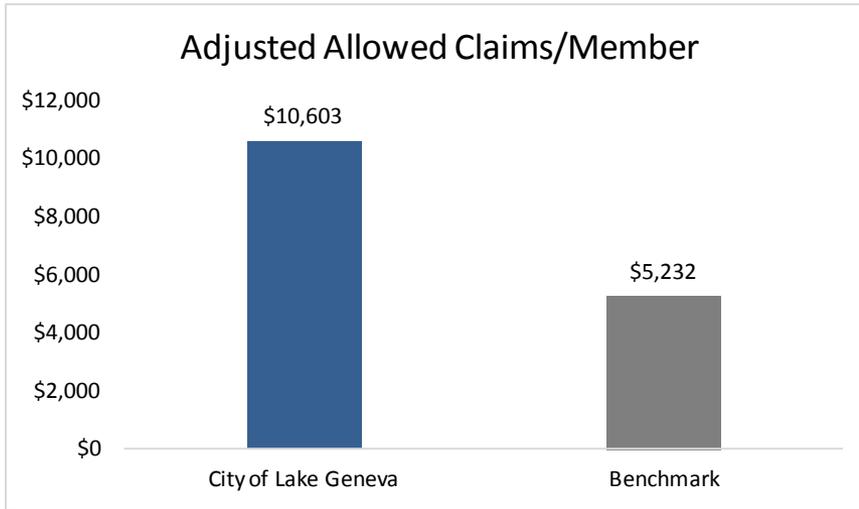
Cost / (Savings) From Benchmark

(\$78,604)

* Benchmark based on data from Society of Actuaries

** Calculated using member gender, date of birth, and enrollment selections

Metric 4: Demographically Adjusted Allowed Claims Per Member*



- The individuals on **City of Lake Geneva's** health plan as a whole are consuming well **above the norm level** of consumption.
- This analysis is based on allowed claims – prior to employee cost sharing – and is adjusted for demographics.
- **The main driver based on the information available is high utilization patterns and high cost procedures**

Ideas for Reducing Average Allowed Claims

- Wellness & Disease Management Programs
- Network/PBM Contract Evaluation
- Utilization/Cost Management (ER, Cost Transparency, Telemedicine)
- Encourage Generic Utilization/Substitution
- Specialty Drug Safeguards
- Therapeutic Alternatives/Incentives for Top Drug Users
- Alternative RX Solutions For Medical Spend/Case Management

Cost / (Savings) of moving to benchmark**

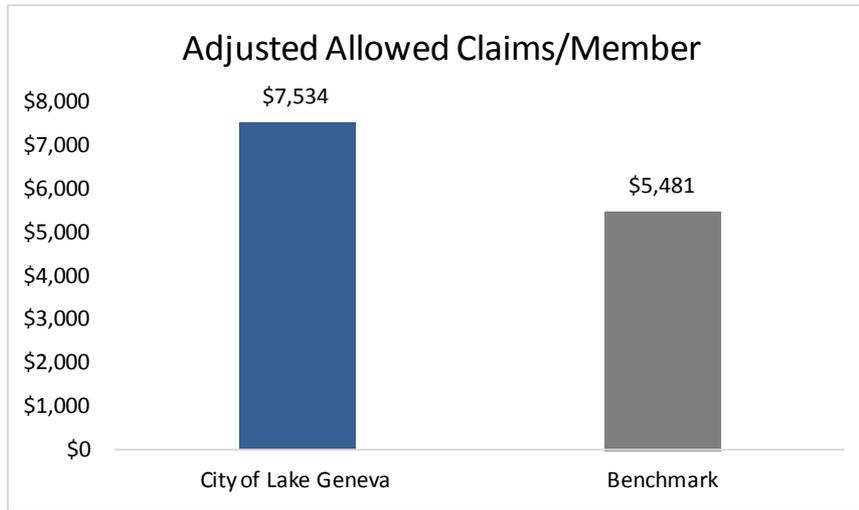
2015
(\$467,124)

*Benchmark based on HCCI 2014 Annual Study – Regional Benchmarks

**Calculated using the total paid claims divided by the actuarial value, demographic index, and member count

2016

Metric 4: Demographically Adjusted Allowed Claims Per Member*



- The individuals on **City of Lake Geneva's** health plan as a whole are consuming well **above the norm level** of consumption.
- This analysis is based on allowed claims – prior to employee cost sharing – and is adjusted for demographics.
- **The main driver based on the information available is high utilization patterns and high cost procedures**

Ideas for Reducing Average Allowed Claims

- Wellness & Disease Management Programs
- Network/PBM Contract Evaluation
- Utilization/Cost Management (ER, Cost Transparency, Telemedicine)
- Encourage Generic Utilization/Substitution
- Specialty Drug Safeguards
- Therapeutic Alternatives/Incentives for Top Drug Users
- Alternative RX Solutions For Medical Spend/Case Management

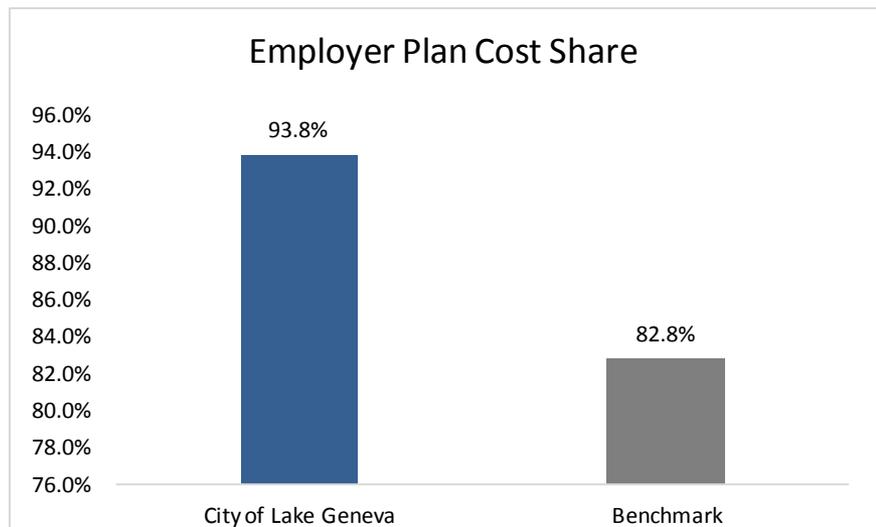
Cost / (Savings) of moving to benchmark**

2016
(\$321,759)

*Benchmark based on HCCI 2014 Annual Study – Regional Benchmarks

**Calculated using the total paid claims divided by the actuarial value, demographic index, and member count

Metric 5: Health Plan Cost Sharing Percentage



- Using Actuarial Values of plans current cost share is **well above national benchmarks**.
- Plan cost sharing is driven by plan design parameters, which control the percentage of medical & Rx care for which employees pay from allowed charges.
- The cost/(savings) of moving to benchmark is based on the expected difference in paid claims if the plan offered matched a benchmark plan design.

Ideas for Lowering Plan Cost Share

- Introduce telemedicine in exchange of OV copays
- Penalties for non true emergency visits
- Pre-authorization penalties or exclusions
- Exclusion of non-mandated services
- Exclusion or higher cost share for non-true ER visits
- Coinsurance based RX member copays
- Separate deductible and OOP max for RX or Medical Copays

Cost / (Savings) of moving to benchmark**

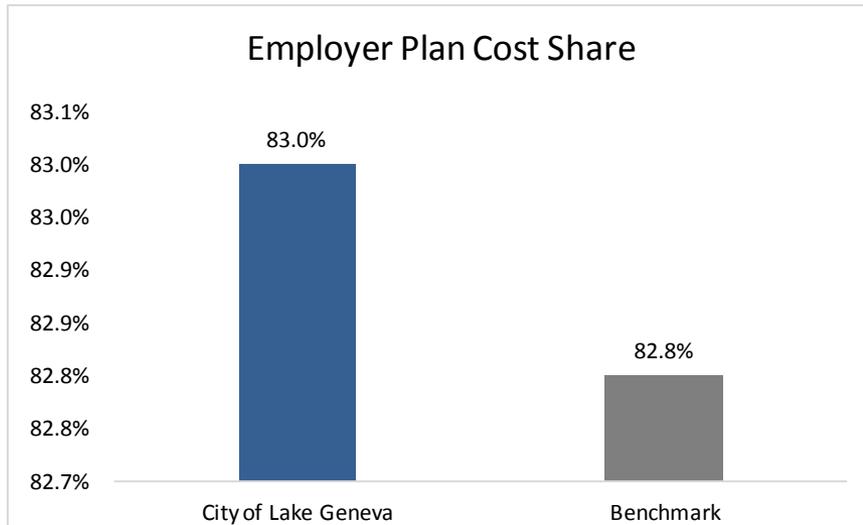
2015
(\$272,341)

* Benchmark based on combination of 2014 Mercer Benefits Survey and HCCI 2014 Annual Study

** Calculated using Actuarial Value Calculator and employer plan document

2016

Metric 5: Health Plan Cost Sharing Percentage



- Using Actuarial Values of plans current cost share is **well above national benchmarks**.
- Plan cost sharing is driven by plan design parameters, which control the percentage of medical & Rx care for which employees pay from allowed charges.
- The cost/(savings) of moving to benchmark is based on the expected difference in paid claims if the plan offered matched a benchmark plan design.

Ideas for Lowering Plan Cost Share

- Introduce telemedicine in exchange of OV copays
- Penalties for non true emergency visits
- Pre-authorization penalties or exclusions
- Exclusion of non-mandated services
- Exclusion or higher cost share for non-true ER visits
- Coinsurance based RX member copays
- Separate deductible and OOP max for RX or Medical Copays

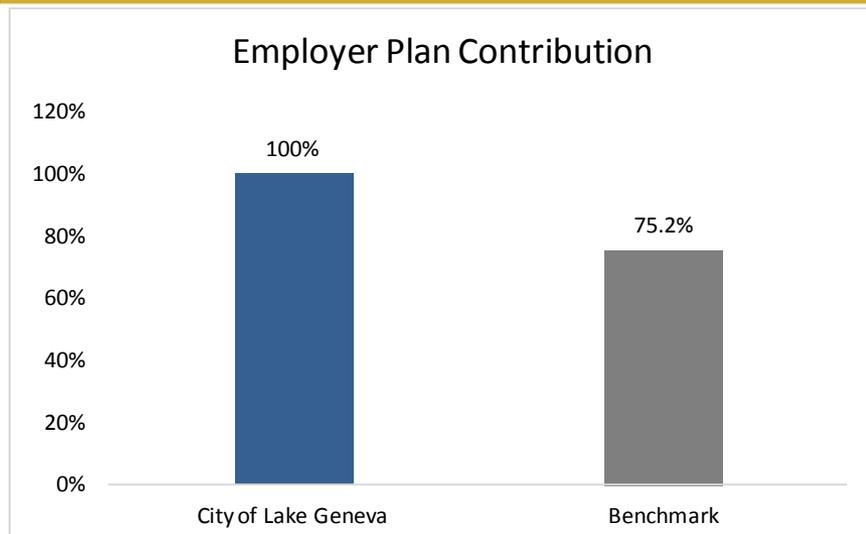
Cost / (Savings) of moving to benchmark**

2016
(\$2,772)

* Benchmark based on combination of 2014 Mercer Benefits Survey and HCCI 2014 Annual Study

** Calculated using Actuarial Value Calculator and employer plan document

Metric 6: Health Plan Contribution Percentage



- Current employer contribution percentage is **very high compared to benchmark**. This is a function purely of employee payroll contributions being low compared to plan cost.
- This metric could be skewed by abnormally high/low plan costs, which should be reflected in other metrics.

Ideas for Reducing Medical Contribution Percentage

- Change EE contribution % to match across all plans
- Add wellness incentives (condition management program)
- Consider charging premiums based on dependents covered
- Avoid multiple plan offerings

Cost / (Savings) of moving to benchmark**

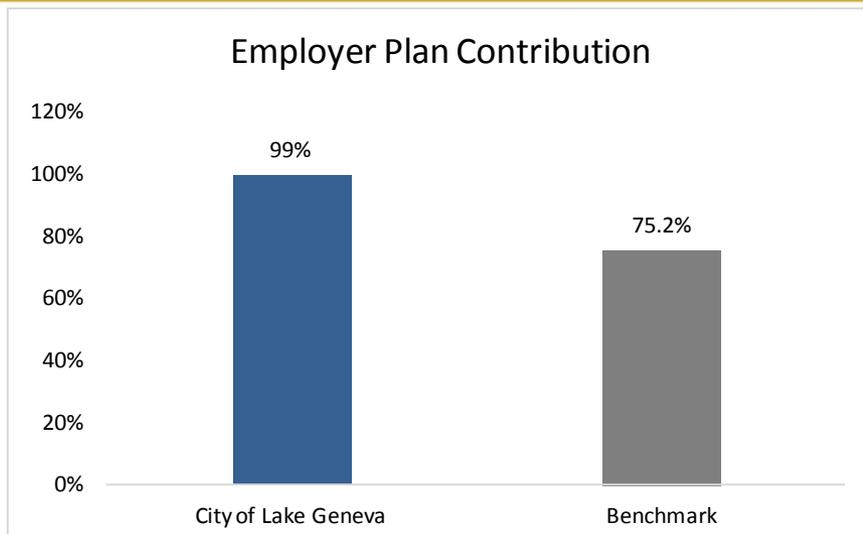
2015
(\$365,523)

* Benchmark based on combination of 2014 Kaiser Survey, Mercer 2014 Survey, and ADP 2014 Survey

** Calculated taking one minus the employee contributions divided by total plan spend (claims + admin)

2016

Metric 6: Health Plan Contribution Percentage



- Current employer contribution percentage is **very high compared to benchmark**. This is a function purely of employee payroll contributions being low compared to plan cost.
- This metric could be skewed by abnormally high/low plan costs, which should be reflected in other metrics.

Ideas for Reducing Medical Contribution Percentage

- Change EE contribution % to match across all plans
- Add wellness incentives (condition management program)
- Consider charging premiums based on dependents covered
- Avoid multiple plan offerings

Cost / (Savings) of moving to benchmark**

2016
(\$357,627)

* Benchmark based on combination of 2014 Kaiser Survey, Mercer 2014 Survey, and ADP 2014 Survey

** Calculated taking one minus the employee contributions divided by total plan spend (claims + admin)

2015

Summary of Metrics

Benchmarking Summary				
Metric	City of Lake Geneva	Benchmark	(Cost) / Benefit of Variance*	Metric Status
Participation Rate	90.0%	79.0%	(\$283,484)	Unfavorable
Dependent Ratio	2.61	2.2	(\$365,185)	Unfavorable
Demographic Index	1.06	1.00	(\$129,436)	Unfavorable
Demographically Adjusted Allowed Claims Per Member	\$10,603	\$5,232	(\$1,074,373)	Unfavorable
Employer Plan Cost Sharing Percentage (based on actuarial value)	93.8%	82.8%	(\$272,341)	Unfavorable
Employer Contribution Percentage	100%	75.2%	(\$575,216)	Unfavorable

* Benchmarks used include Kaiser 2014 Annual Survey, Mercer 2014 Annual Survey, HCCI 2014 Report, ADP 2014 Survey, and C&B Block of Business

2016

Summary of Metrics

Benchmarking Summary

Metric	City of Lake Geneva	Benchmark	(Cost) / Benefit of Variance*	Metric Status
Participation Rate	90.0%	79.0%	(\$179,176)	Unfavorable
Dependent Ratio	2.61	2.2	(\$230,815)	Unfavorable
Demographic Index	1.06	1.00	(\$78,604)	Unfavorable
Demographically Adjusted Allowed Claims Per Member	\$7,534	\$5,481	(\$410,610)	Unfavorable
Employer Plan Cost Sharing Percentage (based on actuarial value)	83.0%	82.8%	(\$2,772)	Unfavorable
Employer Contribution Percentage	99%	75.2%	(\$357,627)	Unfavorable

* Benchmarks used include Kaiser 2014 Annual Survey, Mercer 2014 Annual Survey, HCCI 2014 Report, ADP 2014 Survey, and C&B Block of Business

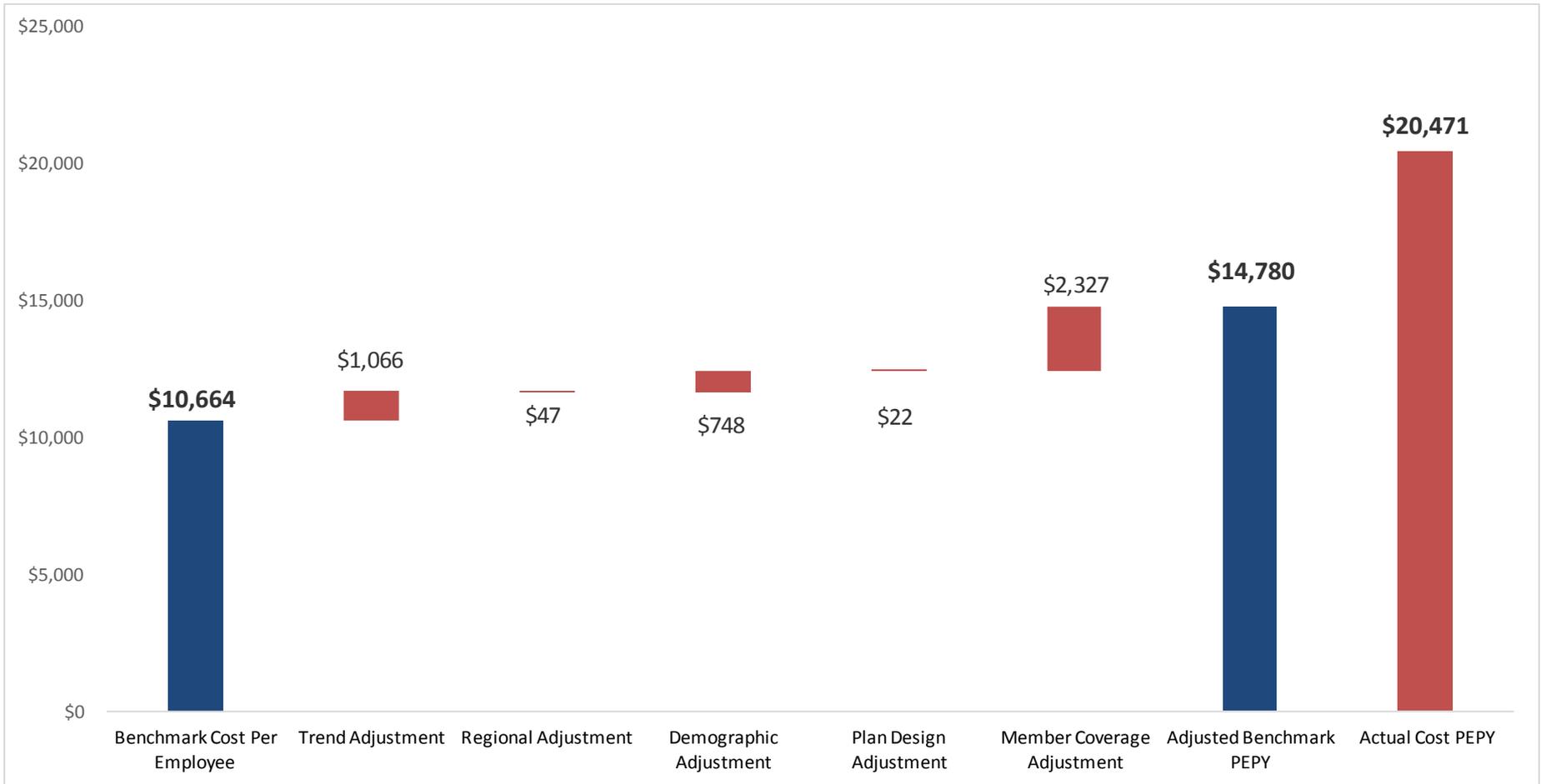
2015

Adjusted National Benchmark vs. Actual Cost Per Employee



2016

Adjusted National Benchmark vs. Actual Cost Per Employee



CITY OF LAKE GENEVA

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



Memorandum

Date: August 24, 2016

To: Personnel Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on changes to lower Employee Health Benefit Costs including: 1) Continuation of Wellness Program, 2) Transparency Program, and 3) Plan Design including consideration of fully insured plans and other measures

The City Council was recently updated on the affects of the three efforts to reduce costs. The Wellness Program with non-wellness penalty continues to increase wellness with some employees paying the penalty. The Transparency Program with rewards to employees for finding cheaper procedures continues to reduce cost but needs to be used more widely. In July 2015 the City made major Plan Design changes. These three efforts continue to drive down costs but it's too early to tell if the 18% projection will be met. The Administrator and Comptroller are again working with the City's broker on fully insured plan options including narrow networks. Quotes will not be available until October. The City recently implemented some other measures related to pharmacy drug costs including new cost increase for employees requesting name brand when not prescribed by doctor.

EXCERPT FROM AUGUST 25, 2016 PERSONNEL COMMITTEE MINUTES

Discussion/Recommendation on Employee Health Benefits Benchmarking Analysis

Mr. Oborn stated it is a good update that leads into the next few items. He explained terminology in Cottingham and Butler's analysis report. They broke these out into benchmarks. Our plan has 90% participation, benchmark is 79%. Everyone migrates to our plan as it is a lucrative plan. If we were to move to where the benchmark is we'd save \$179,000. Retirees and family members of retirees are part of the plan. As part of the education, we encourage them to find other plans. The dependant ratio indicates there are a lot of dependents per person on the plan. The benchmark is 2.2 and we are at 2.6. Mr. Oborn gave options on how to reduce the dependent ratio. The demographic index benchmark is 1.0 and ours is 1.06 due to age. There really is no control driving it, so there are no options. The City of Lake Geneva is consuming well above the norm level of consumption. The main driver base is high utilization patterns and high cost procedures. He conducted an all-employee meeting where one employee gave her experience. He then discussed cost sharing procedures. In 2015 we were at 93% and dropped to 83% in 2016, which is a good savings. The City has made significant changes in the deductibles. The report shows a bench mark contribution of 75% city and 15% employee. There was a slight change that reflects employees who are paying a percentage into the health premium under the wellness program.

Mr. Oborn stated we do have a too lucrative plan per the Cadillac Tax. If we don't bring the plan down, we get this extra penalty. Congress pushed it to 2020 but we need to look at changing now. Our benchmarks have dropped from \$32,000 to \$20,000. Our goal is to get it down to \$14,780. Mr. Oborn explained the Cadillac Tax penalty is between \$400,000 and \$500,000 that would need to be paid to the government. We are making gains but there are other options we can do. Mayor Kupsik stated we have 3 years to somehow make significant changes to avoid a penalty.

Mr. Oborn said from the employee side, they would like to see what the 3 options of wellness, transparency and plan design do to drive down that benchmark. Their preference would be to not consider some of these issues here. For the council, employee contributions and spousal surcharges are real common avenues. Post retirement benefits are a real issue. The Council has indicated they wanted to look at these options.

Police Officer Jeff Nethery pointed out on pages 6 and 7 it shows in one year they were able to reduce the cost by \$321,000. Based on the information presented at the all employee meeting, he and his wife just switched over to the mail order prescriptions and he just experienced the transparency. The wanted the Personnel Committee to know that employees are working on it.

Mr. Hedlund suggested Mr. Nethery talk to all our employees about the good experience he had. Many employees are not using these programs. The generic prescription plan is another thing that is being under used. The wellness program is going very well. We are making progress with the utilization of the cost management portion of it. There is still room to go down. Decisions aren't being made right now, we are weighing the options.

Mayor Kupsik appreciates the comment on the transparency. From our standpoint we have to take into consideration that time is of the essence. We have until 2020 to make this work so we are not penalized. We have to start our 2017 budget process. If employees can utilize these changes, employees can see a larger savings.

Discussion/Recommendation on changes to lower Employee Health Benefit Costs including:

- 1. Continuation of Wellness Program**
- 2. Transparency Program**
- 3. Plan Design including consideration of fully insured plans and other measures**

Mr. Oborn stated we are going out and pricing other insurances. We don't get rates until closer to October 1. Right now we have a very robust plan that provides a lot of options. We are going to look at that as well as potentially going to fully insured. Ms. Chappell stepped out at 6:24pm.

Mr. Hedlund stated he would like to find someone who will insure us so we don't have to insure ourselves.

CITY OF LAKE GENEVA

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Memorandum

Date: August 24, 2016
To: Personnel Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on Employee Health Benefits Employee Premium Cost Share

Since the advent of Act 10, cities have been moving toward employees' cost sharing health benefits. The City's Health & Other Benefits costs have increased from \$1.3 million in 2011 to \$1.7 million in 2015 (see attached) and faces a potential "Cadillac Tax" of \$400,000 in 2020. The City lightly moved toward cost sharing with the Wellness Program in 2016 wherein failure to participate and comply resulted in a health premium contribution of \$131.00 per month for single (employee or spouse) and \$260.00 per month for family (employee and spouse). The City has a few employees that are now contributing under this wellness provision. The City, in the adoption of the compensation study, also adjusted the pay scale down 4% to account for employees not paying a share of the health benefit premium. Given the employee health plan open enrollment is coming in November 2016 for the 2017 calendar year, now is the time for the City to consider adding employee cost sharing. Early notice will allow employees the ability to determine if it is best to stay on the City's plan or move to a spouses plan during open enrollment.

Attached are cost sharing options with percentages and rates based upon the current rate that follows the COBRA rates effective July 1, 2016. If the City changes to fully insured, then it will likely go to a January 1 to December 31 rate year. If the City goes to cost sharing under the current self insured status, then I recommend continuing the employee contribution amount for the entire calendar year rather than change in the middle the year when the COBRA rate changes. The policy to consider when determining the amount of benefits is: 1) Above average employee retention with above average benefits, or 2) Average retention with average benefits.

City of Lake Geneva
Health Benefits Cost Sharing Options
8/24/2016

<u>Coverage</u>	<u>Health Monthly Rate</u>	<u>Employee Premium Share</u>	<u>Monthly Employee Payment</u>	<u>Coverage</u>	<u>Health Monthly Rate</u>	<u>Employee Premium Share</u>	<u>Monthly Employee Payment</u>
Option 1 - Current Cost Share				Option 2 - 4% Premium Share			
Single	1,308.40	0%	-	Single	1,308.40	4%	52.34
Family	2,736.94	0%	-	Family	2,736.94	4%	109.48
Difference	1,428.54	0%	-	Difference	1,428.54	0%	-
Non-Wellness One			131.00	Non-Wellness One			131.00
Non-Wellness Two			260.00	Non-Wellness Two			260.00
Option 3 - 5% Premium Share				Option 4 - 10% Premium Share			
Single	1,308.40	5%	65.42	Single	1,308.40	10%	130.84
Family	2,736.94	5%	136.85	Family	2,736.94	10%	273.69
Difference	1,428.54	0%	-	Difference	1,428.54	0%	-
Non-Wellness One			131.00	Non-Wellness One			131.00
Non-Wellness Two			260.00	Non-Wellness Two			260.00
Option 5 - 12% Premium Share				Option 6 - 10% Family Difference Premium Share			
Single	1,308.40	12%	157.01	Single	1,308.40	0%	-
Family	2,736.94	12%	328.43	Family	2,736.94	0%	-
Difference	1,428.54	0%	-	Difference	1,428.54	10%	142.85
Non-Wellness One			131.00	Non-Wellness One			131.00
Non-Wellness Two			260.00	Non-Wellness Two			260.00
Option 7 - 15% Family Difference Premium Share				Option 8 - 35% Family Difference Premium Share			
Single	1,308.40	0%	-	Single	1,308.40	0%	-
Family	2,736.94	0%	-	Family	2,736.94	0%	-
Difference	1,428.54	15%	214.28	Difference	1,428.54	35%	499.99
Non-Wellness One			131.00	Non-Wellness One			131.00
Non-Wellness Two			260.00	Non-Wellness Two			260.00

EXCERPT FROM AUGUST 25, 2016 PERSONNEL COMMITTEE MINUTES

Discussion/Recommendation on Employee Health Benefits Employee Premium Cost Share

Mr. Oborn read his summary provided in the packet. The trend has been moving towards employees paying between 10% and 12%. He is hoping 2016 and 2017 start diving down in costs. We have to calculate for cobra purchases annually because we are self insured. This is what we charge the utility and the retirees that stay on this plan. It's really hard to budget. It's swung a lot. We did shop last year hoping congress would move the nonrated. If you are below 50 they can't rate you based upon your experience. Due to our utilization, we were still rated. It wasn't cost effective for us to move at that time. We will continue to look at plan design and other options to drive down the cost. Since we are self insured, we have always done our stop loss as of July 1st, but moved to calendar year. We used to not have open enrollment, but with that more people have went to the opt out which is still available under the Police Union contract.

One Complication is if we do this plan, he recommends using the mid year from the prior year and employees will know the contribution for the whole year. It saves the challenge of changing the premium in the middle of the calendar year.

Mr. Oborn went over a number of options. He noted that retirees are 8% of our population and 16% of our cost. He recommends staying on a two plan rate. One of the challenges of 10% is that our rates are much higher than average. He believes the state plan is 12%.

Alderman Flower stated for option 5 you talked about a 12% share and we could join the State's plan. Mr. Oborn said no, the rate would be the same as they are paying. Most cities that have a deduction are somewhere in the 10-12% range. Some have implemented a phase-in. He believes Fontana implemented a phase in with 4%. The other issue is that you have to look at the velocity you want to have as an employer. He asked if the city wants to be average and have average turnout or have greater benefits with less turnover.

Mr. Hedlund personally asked Blaine to do the 25% chart as he wanted to take into consideration that we did adjust down 4% on the pay scale, but not necessarily on their salary. He has said many times he thinks the family plan is where the city gets in trouble. He asked him to calculate 25% so he could see what the effects would be if we don't charge the employee for their insurance but opt to pay 75% of the premium for the family coverage, which puts a 25% charge to the employee if they opt to have a family plan. In fairness to the employee, I would prefer to not charge the employee but think we should charge the 25% for a family plan.

Ms. Flower felt that since we started educating, it seems like it is going in the right direction and making some good progress. She felt they could wait a year and plan to implement a strategy of an increase starting in 2017. It feels like we have time that we could roll into this with the incentive for everyone to have lower premiums. Mr. Hedlund answered by getting skin in the game for family coverage. If the City's expenses go down, the amount could go down. He feels the only time he ever had health care coverage that he didn't pay for was in the army. He doesn't think the taxpayers of the city can afford to pay 100% of the health care for 100% of the employees and their families.

Mayor Kupsik attended the LWMMI conference and one of the major discussions was healthcare insurance. A speaker stated 25% of cities, villages and towns utilize a co-pay. One of the biggest struggles they are pressed with now is the post payment for retired workers and health insurance. There was a discussion on family and single coverage for health insurance. It was in the high 20% that most of the cities, towns and villages no longer offer health insurance for families, strictly the employee.

Alderman Horne stated 2020 seems far away but it's not in terms of plans. He is in agreement that he doesn't want the employees to have to contribute right now. He does think employees need to contribute for covering the family. He would personally recommend option 9 for the council to consider now. Mr. Howell asked if option 9 would get us out of the Cadillac tax now and forever or do we have to go farther.

Mr. Oborn noted some of the challenges are that health costs keep going up. We just have to base that benchmark on if the Cadillac Tax went in today. Mr. Howell asked how many employees have the family plan and how many are we affecting. Mr. Oborn stated we are above the average on family participation. The average is 2.2 and we are 2.6 in dependent ratio. Mr. Howell added they are trying to do something that is going to move toward the goal and not shock the employees and their families too much.

Mayor Kupsik asked if we continue the current program, how long could it keep going and hope to see some type of substantial change. What is the limit before we decide that it won't work. How long can that go before we reach a critical point. Mr. Oborn said it is hard to tell if it would get us there without an employee deduction but hard to guarantee that. Ultimately it comes down to a policy decision. Mr. Oborn said in 2015 we budgeted expenses coming in at \$1.1 million for overall health benefits and it came in at \$1.6 million. In the past, we have been able to use surplus in room tax to close in the black. Mayor Kupsik said moving forward we are losing a percentage of the room tax. He questioned if we have time to see how this program is going to work and can we afford to go over another \$400,000 if we don't have the revenue to cover that overage. Mr. Oborn said one plus is we do have a healthy fund balance. If we got hit with a bad year, we would be going into fund balance. That's the reason why we have that surplus; it gives us a little cushion to adjust temporarily. The question is how much risk the council wants to take. Mr. Hedlund thinks the first year is the 18% significant change but not all years will be that. He stated there would be a drastic change the year of implementation but less of a change in subsequent years.

Mr. Oborn said people need to know what their health benefits are and what the cost is. He would not recommend a premium share this year. Whatever option the committee decides on should be done earlier rather than later. October would be pretty late to do that. We want to give time for people to get on another plan or prepare. This needs to be in place by October 1st of this year.

Mayor Kupsik would like to see another year go by. Ms. Chappell asked if there was an employee listening session where they get to weigh in on these options. Mr. Oborn said not on these numbers.

Mr. Hedlund said if nothing is done now and it gets higher next year and our family coverage goes up, for us to make a statement that we are going to deny family coverage would be revolutionary. If he was an employee he would start looking for a new job the next day. He would like to see some contribution, but part of that is due to doubling deductibles and raising co-pays. It is a baby step in the right direction compared to where we need to go. This should be done incrementally and meet in the middle. Maintaining status quo is going to get us further in the hole.

Mr. Horne has been working in the healthcare industry with his clients for the last 5 years. Costs will continue to go up. We need to do an incremental change now or it will be a drastic change next year. He does not want to charge for the employee but does want to charge 25% for the family coverage. That combined with the other things we are doing, we can see what the results are. If the needle moves enough, we can leave that as the baseline. If it doesn't we will have to do another change. If you wait, it will be too late for people this time next year. Ms. Chappell said we need to move forward and shouldn't wait for anything.

Ms. Flower noted she is concerned about the 25%. She is wondering if this will split between family and single or family only. She is concerned for the families as they tend to be more expenses outside of insurance. Mr. Hedlund said he is personally an advocate of not charging the single person for insurance. Our responsibility is to our employee with some responsibility to the family but it's secondary. He doesn't want to charge an employee with single coverage only. Horne/Howell motion to recommend option 7 with a 15% family pay of the difference between a single and family of \$214.28 per month.

Mr. Horne said every company is dealing with it. Mr. Howell said it is risky doing nothing but this will not be too big of a hit. Ms. Flower said that still seems like a pretty big hit as a starter. She would lean more towards option 6.

Motion carried 4 to 1 with Alderman Flower voting "no."

CITY OF LAKE GENEVA

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Memorandum

Date: August 24, 2016
To: Personnel Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on Employee Health Benefits Employee Spousal surcharge or non-coverage

In an effort to reduce costs, cities/counties are adding a working spouse provision. The City can do two types of provisions:

- 1) A working spouse surcharge. If a spouse has coverage available from the spouse's employer and remains covered under the City's health plan, then the employee is assessed a surcharge for the spouse's coverage. A suggested amount is 10% of the single COBRA rate at \$130.84 per month.
- 2) A working spouse non-coverage provision. If a spouse has coverage available from the spouse's employer, then the spouse is not eligible for the City's plan.

Horne/Howell motion to recommend option 7 with a 15% family pay of the difference between a single and family of \$214.28 per month.

Mr. Horne said every company is dealing with it. Mr. Howell said it is risky doing nothing but this will not be too big of a hit. Ms. Flower said that still seems like a pretty big hit as a starter. She would lean more towards option 6.

Motion carried 4 to 1 with Alderman Flower voting “no.”

Discussion/Recommendation on Employee Health Benefits Employee Spousal surcharge or non-coverage

Mr. Oborn stated a lot of employers are going towards a provision. He gave two options. He suggested option 1, which is a working spouse surcharge of 10% of the single cobra rate. This would be on top of the 15%. Option 2 is a working spouse non-coverage provision. We only have to cover the employee and dependents but don't have to provide coverage for the spouse. He believes Walworth County is looking at this provision as well. Mr. Horne asked if we have any idea how many people will be affected by this. Mr. Oborn said we are quite heavy on family plans. Mr. Horne said to consider this we need to know if 10% are working and have coverage or 50% of the other spouses are working and have other coverage. Ms. Chappell said it will affect everyone. Mr. Horne said it tells us how much we can move the needle. Mr. Howell asked if we would be hitting them twice by doing this. Mr. Oborn said yes.

Ms. Flower said if you are a family with both people working, and the other employer has the same thing, a parent has to pay for insurance and a fee. Ms. Flower asked if we are trying to move towards everyone's spouse being covered on their own, can we move to coverage just for kids. Mr. Oborn said our spouses are the ones costing us more than someone with kids. It doesn't cost us a lot of money for the children. Most retirees believe they are under the contract that they retired at. Mr. Oborn knows there are co-insured people on the plan. He is trying to drive down participation from 90% to 79% and dependency rate from 2.6% to 2.2%.

Chappell/Horne motion to implement the spouse surcharge at the 10% cobra rate.
Motion carried 4 to 1 with Alderman Flower voting “no.”

Discussion/Recommendation on changes to lower Employee Health Benefit Costs including:

- 1. Continuation of Wellness Program**
- 2. Transparency Program**
- 3. Plan Design including consideration of fully insured plans and other measures**

Mr. Oborn stated we are going out and pricing other insurances. We don't get rates until closer to October 1. Right now we have a very robust plan that provides a lot of options. We are going to look at that as well as potentially going to fully insured.

Ms. Chappell stepped out at 6:24pm.

Mr. Hedlund stated he would like to find someone who will insure us so we don't have to insure ourselves.

Discussion/Action on proposed Special Personnel Committee meeting on September 15, 2016 at 4:00 PM and cancellation of Regular Personnel Committee meeting on September 22, 2016

Mr. Oborn said he will be out of the state at a conference. He could do it on the 21st or the 14th.

Ms. Chappell came back at 6:26pm

It was decided to hold the meeting on Wednesday, September 21st at 5:15pm.

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 Building & Zoning Administrator Review and Contract Negotiations including the Mayor, City Attorney and City Administrator.

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

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

2

Application Period:

Application Date:

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Michaels's Signs

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

4) Downtown Signage

Contract/Quote:

Sign Materials

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	56,988.50
2. Less Previous Non Escrow Payments	28,400.00
3. Balance of Escrow	<u>28,588.50</u>
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	<u>28,588.50</u>
7. Amount Due this Application	<u>25,300.00</u>

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

Approved by: _____
City Official/Engineer Date

Approved by: _____
Owner Date

Approved by: _____
Bank (if applicable) Date

By:	Date:

Approved by: _____
Escrow Agent Date

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

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

4

Application Period:

Application Date:

6/30/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Hein Electric Supply Company

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

11) Main Street Lighting

Contract/Quote:

Lighting Materials

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
1	19,090.64	
Total	19,090.64	

1. Current Contract/Quote/Grant Amount

66,995.08

2. Less Previous Non Escrow Payments

1,423.10

3. Balance of Escrow

65,571.98

4. Less Previous Escrow Payments

62,542.72

5. Plus/Less Change Orders

19,090.64

6. Balance Available

22,119.90

7. Amount Due this Application

22,119.90

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

Approved by:

City Official/Engineer

Date

Approved by:

Owner

Date

Approved by:

Bank (if applicable)

Date

By:

Date:

Approved by:

Escrow Agent

Date

CITY OF LAKE GENEVA RESOLUTION 16-R44

Close Loopholes Causing More of Property Tax Burden to Shift from Commercial to Residential

Whereas, home owners in Wisconsin already pay 70% of the total statewide property tax levy; and

Whereas, home owners in the City of Lake Geneva already pay 71% of the total City property tax levy; and

Whereas, that disproportionate burden is about to get much worse unless the Legislature closes loopholes that national chains like Walgreens, and big box retail establishments like Target are using across the country to gain dramatic reductions in their property tax bills at the expense of homeowners and other taxpayers; and

Whereas, a carefully-orchestrated wave of 100s of lawsuits in Wisconsin is forcing assessors to slash the market value of thriving national retail stores, shifting their tax burden to local mom and pop shops and homeowners; and

Whereas, Walgreens and CVS stores in Wisconsin have argued in communities across the state that the assessed value of their property for property tax purposes should be only half of its actual value on the open market; and

Whereas, in many cases the courts have sided with Walgreens and CVS, requiring communities to refund tax revenue back to the stores; and

Whereas, there are over 200 Walgreens stores located in Wisconsin's cities and villages; and

Whereas, Target, Lowe's, Meijer, Best Buy, and other big box chains are using what is known as the "Dark Store Theory" to argue that the assessed value of a new, thriving store should be based on comparing their buildings to nearby vacant or abandoned stores from a different market segment; and

Whereas, Commercial Property assessments in the City of Lake between 2014 and 2015 has dropped 1.7%, thus leading to increased dependence on home owners in the City. In addition Best Buy was able to drop its property value by \$2.2 million in 2016; and

Whereas, the Republican-controlled Indiana state Legislature has on two occasions in the last two years overwhelmingly passed legislation prohibiting assessors from valuing new big box stores the same as nearby abandoned stores from a different market segment; and

Whereas, the Michigan state house overwhelmingly passed similar legislation in May of 2016.

Now, Therefore, Be It Resolved, that the common council of the City of Lake Geneva urges the Governor and the Legislature to protect homeowners and main street businesses from having even more of the property tax burden shifted to them by passing legislation clarifying that:

1. Leases are appropriately factored into the valuation of properties; and
2. Assessors must, when using the comparable sale method of valuation, consider as comparable those sales exhibiting a similar highest and best use market segment, rather than similarly sized but abandoned properties.

Granted by action of the Common Council of the City of Lake Geneva this 12th day of September, 2016.

Alan Kupsik, Mayor

ATTEST:

Sabrina Waswo, City Clerk



131 W. Wilson St., Suite 505
Madison, Wisconsin 53703
phone (608) 267-2380; (800) 991-5502
fax: (608) 267-0645
league@lwm-info.org; www.lwm-info.org

Issue Briefing: Dark Store Tax Shift

Court rulings giving tax cuts to chain stores result in tax increases for homeowners

Property taxes for homeowners and main street businesses are increasing in Wisconsin as national retailers pay less. A carefully-orchestrated wave of 100s of lawsuits in Wisconsin is forcing assessors to slash the market value of thriving national retail stores, shifting their tax burden to local mom and pop shops and to their home-owning customers. If the Legislature fails to close this loophole, we estimate that millions of dollars in property taxes will shift from large commercial properties to homeowners and other taxpayers over the next few years.

The table below shows what assessors estimate the tax increases that homeowners in select communities will experience when the Dark Store theory is fully-implemented. Calculations are based on amount of national chain retail, 2015 mill rates, and median home values:

City	Estimated Tax Increase	Average increase per home per year
Brookfield	5%	\$233.50
Hudson	9%	\$374.58
La Crosse	7%	\$197.12
Oconomowoc	8%	\$360.96
Pleasant Prairie	17%	\$892.50
Wauwatosa	7%	\$382.12
West Bend	8%	\$253.89

This is not a new problem, nor is it exclusive to Wisconsin. Wisconsin is merely the latest state to experience this coordinated legal attack on in-state taxpayers. Indiana and Michigan have already experienced it. In Indiana, the Legislature promptly slammed the door on this court-created loophole. A similar legislative fix is pending in Michigan. Wisconsin must do the same.

Loophole #1: It's just a big empty box. Tax attorneys for Target, Meijer, and other big box chains are using what is known as the "**Dark Store Theory**" to argue that the assessed value of a new, thriving store should be based on the value of vacant or abandoned buildings of similar size. They argue that regardless of their new location or how updated their building is the value for 'property tax purposes' should be based on the value of the buildings and locations they abandoned prior to moving into the new store at their new location.

Real World Example from Wauwatosa: The Lowe's store at 12000 W. Burleigh St. is currently challenging the city's assessed valuation. The City assessed the property at \$13.6 million. The City's expert believes the market value is actually \$17.7 million. Lowe's argues the property's current value is \$7.1 million of which \$3 million is attributed to land. Yet, the land was purchased in 2007 for \$9,012,800. Lowe's built a

140,000 square foot building in 2006 for approximately \$7 million, they then subsequently purchased the land after constructing the building. Altogether, Lowe's spent in excess of \$16 million to acquire the land and build the structure. Now, Lowe's argues that the land was devalued from \$9 million to \$3 million because the big box store was constructed. Lowe's insists that under Wisconsin law (based on the *Walgreens* decision) only vacant dark stores, such as the vacated big box stores near the former Northridge shopping area, can be used as comparables. The City disagrees, but their only options are costly litigation or settling with the property owner on a compromise value.

Loophole #2: Gold box on Wall Street, cardboard box on Main Street. Walgreens and CVS stores use a different, but related strategy, to argue that the assessed value of their properties should be less than half of actual sale prices on the open market. The two have already sued more than 100 Wisconsin communities, claiming the rent they pay for their newly-constructed, highly-visible corner locations doesn't accurately reflect its market value. These properties are developed to the retailer's specifications and leased to them with no landlord responsibility other than collecting rent. More than 80% of Walgreen stores and 95% of CVS stores operate under a lease arrangement. This arrangement is so desirable that drugstores have become the most popular single-tenant properties in the national real estate investment market. But attorneys for Walgreen and CVS argue that the sale prices obtained on investment exchanges don't represent market value and the underlying leases are the wrong tool for determining the property's value for 'property tax purposes.' Instead, they say, the assessments should hinge on the amount the landlord could get if the drugstore moved out and a different retailer moved in.

Real World Example from Oshkosh: Walgreens challenged the City of Oshkosh's assessments of two of its stores. The city based its assessment on the actual amounts the properties were sold on real estate investment exchanges. The court rejected the city's approach and ordered that the two Walgreens be refunded for several tax years. The total amount of the refunds equaled \$305,672. Other taxpayers in Oshkosh now have to pick up Walgreen's former share of the tax burden. There are over 200 Walgreens located in Wisconsin's cities and villages.

Other states have stopped this tax shift. The Republican-controlled Indiana Legislature overwhelmingly passed bipartisan legislation in 2015 and 2016 prohibiting assessors from valuing new big box stores the same as nearby abandoned stores. The Michigan legislature is considering similar proposals. In May 2016 the Michigan house passed a dark store fix bill by a vote of 97-11. The bill is pending in the Michigan Senate.

Solution: Follow Indiana's lead and pass legislation in Wisconsin closing off these tax strategies and stopping the tax shift to home owners. Pass legislation clarifying that leases are appropriately factored into the valuation of properties and prohibiting assessors from valuing thriving big box stores the same as abandoned buildings in a different market segment. 9/1/16

CITY OF LAKE GENEVA RESOLUTION 16-R45
NOTICE OF REFERENDUM ELECTION REGARDING TOURIST SALES TAX

THE COMMON COUNCIL OF THE CITY OF LAKE GENEVA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, The City of Lake Geneva is a political subdivision of the State of Wisconsin; and

WHEREAS, The City of Lake Geneva along with other Lake Geneva Area Communities is interested in declaring itself as a Wisconsin premier resort area, eligible to collect the Premier Resort Area Tax (Tourist Sales Tax); and

WHEREAS, A “Premier Resort Area Tax” (Tourist Sales Tax) is a 0.5% (1/2 cent on the dollar) sales tax on tourist-related items sold, leased, or rented through tourist-related retailers in the City of Lake Geneva; and

WHEREAS, The City of Lake Geneva encourages the Wisconsin legislature to find the Lake Geneva Area Communities including the City of Lake Geneva eligible for Premier Resort Area Sales Tax; and

WHEREAS, Statewide incorporated municipalities (cities and villages) are crucial to Wisconsin’s economic success, with 89% of all commercial property located in cities and villages; and

WHEREAS, The City of Lake Geneva and the surrounding communities are collectively a major state tourist destination and the areas wellbeing is crucial to the region and State for jobs and economic prosperity; and

WHEREAS, The current City revenue structure is overly dependent on residential property tax revenue; and

WHEREAS, Recent State Law changes will result in the City losing revenue from the local Room Tax that is paying for City Tourism costs; and

WHEREAS, The City does not have adequate funding to upkeep tourism infrastructure including parks, lakefront, downtown, and roads without increasing taxes or finding additional funding; and

WHEREAS, The City of Lake Geneva wishes to gauge the voters interest in the Premier Resort Area Tax (Tourist Sales Tax) to lessen the dependence on residential property tax;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Lake Geneva does hereby approve a Non-Binding Referendum for the April 4, 2017 election as follows:

Should the City of Lake Geneva levy a 0.5% (1/2 cent on the dollar) sales tax on tourist related items sold, leased, or rented through tourist related retailers to pay for tourist related infrastructure?

A **YES** vote will recommend that the State Legislature and City implement a Premier Resort Area Tax (Tourist Sales Tax) for the City of Lake Geneva.

A **NO** vote will recommend that the City of Lake Geneva not implement a Premier Resort Area Tax (Tourist Sales Tax).

Adopted by the Common Council of the City of Lake Geneva on _____.

Alan Kupsik, Mayor

ATTEST: _____
Sabrina Waswo, City Clerk

CITY OF LAKE GENEVA



Tourist Sales Tax (PRAT) Fact Sheet

July 25, 2016 Education

On the Premier Resort Area Tax (PRAT)

Did You Know?

Lake Geneva provides tourism, shopping, and working services to a population far exceeding those being taxed within the City.

The year around daytime population of Lake Geneva increases by 23% due to commuting, the population triples with summer tourist.

Lake Geneva is the County's economic center, generating 25% of the County Retail sales, while having only 7% of the County population and 8% of the County property value.

Lake Geneva generates an estimated 25% (\$2.1 Million) of the Walworth County's \$8.5 Million Sales Tax, yet receives none of the sales tax revenue generated within Walworth County.

Lake Geneva's State shared revenue accounts for only 1% of the City's operating budget, with the State average at 13%.

Lake Geneva is losing approximately \$200,000 annually due to recent State Law changes in Room Tax which is used to pay for City tourism services.

The State of Wisconsin continues to provide tax relief to businesses, causing municipalities to rely more and more on residential property taxes for funding.

Under the current revenue trends, Lake Geneva may not have adequate tax revenue in the future to maintain services and infrastructure without increasing taxes or finding additional funding. Roads have a life of 30 years, with the City having 41 miles of roadway and only resurfacing 1 mile per year.

It is the City's desire to do everything possible to avoid the need for additional residential property taxes. The City is overly dependent on property taxes, with 55% of revenue coming from property taxes. The State average for municipalities is 44%.

The City faces the need to transition away from a volunteer fire department to a staffed department, resulting in additional costs up to \$400,000 annually.

Municipalities that have already implemented the PRAT local tourist sales tax are Lake Delton (in 1998), Wisconsin Dells (in 1998), Bayfield (in 2003), Eagle River (in 2006), Stockholm (in 2014), and Rhinelander (in 2016).

How does PRAT Tourist Sales Tax work?

The PRAT is the only sales tax available for municipalities like Lake Geneva.

A half cent on the dollar, Premier Resort Area Tax (PRAT) would generate revenue from those regional visitors and travelers who utilize City amenities and infrastructure; the end result is all who utilize City amenities will contribute to the upkeep of the infrastructure.

A goal for the City of Lake Geneva is to lower its dependence on property taxes as a source of revenue, while still maintaining a safe level of fire protection, police protection, parks services, tourist service, and street services which our residents have come to expect and deserve.

A conservative estimate of revenue generated from a PRAT would be \$800,000 annually which by state statute, can only be spent on infrastructure needs — roads, bridges, parks, lakefront, etc.

The PRAT Tourist Sales Tax would increase the tourist sales tax in the City of Lake Geneva from 5.5% to 6.0%, with the City receiving the 0.5% increase. For example: the tax on a \$50 restaurant dinner would go from \$2.75 to \$3.00, with the City receiving 25 cents. Only about 50% of the retail businesses would be considered tourist related and thus required to collect the extra 0.5%.

It is estimated that only 30% of the PRAT Tourist Sales tax will be paid by residents of Lake Geneva, with the average resident household paying \$74 per year in sales tax, as opposed to an alternative property tax increase of \$173 (12% property tax increase) with the residents paying 100%.

What is the process to implement a PRAT Tourist Sales Tax?

The City Council needs to garner public support for the PRAT tourist sales tax through a Referendum. The Referendum would appear on a ballot: “Should the City of Lake Geneva levy a 0.5% (half cent on the dollar) sales tax on tourist related items sold, leased or rented through tourist related retailers to pay for street, parks, fire, police and public works infrastructure?”
“YES or NO”

The State of Wisconsin legislature must then pass a statute allowing the City of Lake Geneva to enact this tax by tourism related retailers.

The City of Lake Geneva must pass a resolution with two-thirds City Council approval declaring Lake Geneva a “premier resort area”.

Educate affected establishments of the rate change, and work with the Wisconsin Department of Revenue to enact the tax.

Reiterate that by State of Wisconsin statute, these funds can only be spent on infrastructure.

Assure businesses and residents that the funds would be used to maintain Lake Geneva as a premier resort area community, thus benefiting the entire region.



[Home](#) > [Common Questions](#) > [Businesses Common Questions](#) > [Premier Resort Area Tax Common Questions](#)

Premier Resort Area Tax

1. [What is the premier resort area tax, and what are the rates?](#)
2. [Which municipalities may adopt the premier resort area tax?](#)
3. [Which municipalities have adopted the premier resort area tax?](#)
4. [What types of sales are subject to the premier resort area tax, and who is responsible for paying it?](#)
5. [How do I report and pay the premier resort area tax?](#)

1. What is the premier resort area tax, and what are the rates?

The premier resort area tax is a local retail sales tax which was authorized by the Wisconsin Legislature and is administered by the Wisconsin Department of Revenue. Under law, the sponsoring municipality or other political subdivision may only use the proceeds of this tax to pay for infrastructure expenses within this jurisdiction.

The premier resort area tax rates are as follows:

- The City of Rhinelander: 0.5% (effective January 1, 2017)
- The Village of Stockholm: 0.5%
- The City of Eagle River: 0.5%
- The City of Bayfield: 0.5%
- The City of Wisconsin Dells: 1.25%*
- The Village of Lake Delton: 1.25%*

* The tax rates for the Village of Lake Delton and the City of Wisconsin Dells increased from 1.0% to 1.25% on July 1, 2014.

Note: The premier resort tax is only imposed on certain sellers (see Answer 4) operating within the premier resort areas. For more information, see Wisconsin [Publication 403](#), *Premier Resort Area Tax*.

2. Which municipalities may adopt the premier resort area tax?

A sponsoring municipality or other political subdivision that has at least 40% of its equalized assessed property values used by tourism-related retailers (see the business codes listed in Answer 3) may enact an ordinance which puts this tax into effect.

Exception: The cities of Bayfield, Eagle River, and Rhinelander and the villages of Ephraim, Sister Bay, and Stockholm may, by ordinance, impose the 0.5% premier resort area tax even if less than 40% of the equalized assessed value of the taxable property within those cities or villages is used by tourism-related retailers.

3. Which municipalities have adopted the premier resort area tax?

- The City of Rhinelander, effective January 1, 2017
- The Village of Stockholm, effective October 1, 2014
- The City of Eagle River, effective October 1, 2006
- The City of Bayfield, effective January 1, 2003
- The City of Wisconsin Dells, effective July 1, 1998
- The Village of Lake Delton, effective April 1, 1998

4. What types of sales are subject to the premier resort area tax, and who is responsible for paying it?

Sales meeting **both** of the following conditions are subject to the premier resort area tax:

- a. The sale, license, lease, or rental of the taxable product or taxable service takes place in (i.e., is "sourced" to) a premier resort area, and
- b. The seller is classified in the Standard Industrial Classification Manual, 1987 Edition, published by the U.S. Office of Management and Budget, under one of the following Standard Industrial Classification (SIC) numbers.

A seller making sales, licenses, leases, or rentals of products or services subject to state sales tax, that meet both of the conditions above must charge, collect, report, and remit the premier resort area tax to the Department of Revenue.

SIC Code	Type	Description

SIC Code	Type	Description
5331	Variety Stores	Establishments primarily engaged in the retail sale of a variety of merchandise in the low and popular price ranges. Sales usually are made on a cash-and-carry basis, with the open-selling method of display and customer selection of merchandise. These stores generally do not carry a complete line of merchandise, are not departmentalized, do not carry their own charge service, and do not deliver merchandise.
5399	Miscellaneous General Merchandise Stores	Establishments primarily engaged in the retail sale of a general line of apparel, dry goods, hardware, housewares or home furnishings, groceries, and other lines in limited amounts. Stores selling commodities covered in the definition for department stores, but normally having less than 50 employees, and stores usually known as country general stores are included in this industry. Establishments primarily engaged in the retail sale of merchandise by television, catalog and mail-order are classified in Industry 5961.
5441	Candy, Nut, and Confectionary Stores	Establishments primarily engaged in the retail sale of candy, nuts, popcorn, and other confections.
5451	Dairy Product Stores	Establishments primarily engaged in the retail sale of packaged dairy products to over-the-counter customers. Ice cream and frozen custard stands are classified in Industry 5812, and establishments selling ice cream and similar products from trucks or wagons are classified in Industry 5863. Establishments primarily engaged in processing and distributing milk and cream are classified in Manufacturing, Industry Group 202.
5461	Retail Bakeries	Establishments primarily engaged in the retail sale of bakery products. The products may be purchased from others or made on the premises. Establishments manufacturing bakery products for the trade are classified in Manufacturing, Industry Group 205, and those purchasing bakery products and selling house-to-house are classified in Industry 5963.
5541	Gasoline Service Stations	Gasoline service stations primarily engaged in selling gasoline and lubricating oils. These establishments frequently sell other merchandise, such as tires, batteries, and other automobile parts, or perform minor repair work. Gasoline stations combined with other activities, such as grocery stores, convenience stores, or carwashes, are classified according to the primary activity.
5812	Eating Places	Establishments primarily engaged in the retail sale of prepared food and drinks for on-premise or immediate consumption. Caterers and industrial and institutional food service establishments are also included in this industry.
5813	Drinking Places	Establishments primarily engaged in the retail sale of alcoholic drinks, such as beer, ale, wine, and liquor, for consumption on the premises. The sale of food frequently accounts for a substantial portion of the receipts of these establishments.
5912	Drug Stores and Proprietary Stores	Establishments engaged in the retail sale of prescription drugs, proprietary drugs, and nonprescription medicines, and which may also carry a number of related lines, such as cosmetics, toiletries, tobacco, and novelty merchandise. These stores are included on the basis of their usual trade designation rather than on the stricter interpretation of commodities handled. This industry includes drug stores which also operate a soda fountain or lunch counter.
5921	Liquor Stores	Establishments primarily engaged in the retail of packaged alcoholic beverages, such as ale, beer, wine, and liquor, for consumption off the premises. Stores selling prepared drinks for consumption on the premises are classified in Industry 5813.

SIC Code	Type	Description
5941	Sporting Goods Stores and Bicycle Shops	Establishments primarily engaged in the retail sale of sporting goods, sporting equipment, and bicycles, bicycle parts, and accessories. Retail establishments primarily engaged in selling motorized bicycles are classified in Industry 5571, and those engaged in the retail sale of athletic footwear are classified in Industry 5661. Establishments primarily engaged in repairing bicycles are classified in Services, Industry 7699, and those renting bicycles are classified in Industry 7999.
5946	Camera and Photographic Supply Stores	Establishments primarily engaged in the retail sale of cameras, film, and other photographic supplies and equipment. Establishments primarily engaged in the retail sale of video cameras are classified in Industry 5731 and those engaged in finishing films are classified in Services, Industry 7384.
5947	Gift, Novelty, and Souvenir Shops	Establishments primarily engaged in the retail of combined lines of gifts and novelty merchandise, souvenirs, greeting cards, holiday decorations, and miscellaneous small art goods.
7011	Hotels and Motels	Commercial establishments, known to the public as hotels, motor hotels, motels, or tourist courts, primarily engaged in providing lodging, or lodging and meals, for the general public. Hotels which are operated by membership organizations and open to the general public are included in this industry. Hotels operated by organizations for their members only are classified in Industry 7041. Apartment hotels are classified in Real Estate, Industry 6513, rooming and boarding houses are classified in Industry 7021; and sporting and recreational camps are classified in Industry 7032.
7032	Sporting and Recreational Camps	Establishments primarily engaged in operating sporting and recreational camps, such as boys' and girls' camps, and fishing and hunting camps. Establishments primarily engaged in operating sports instructional camps, such as baseball, basketball, football, or karate camps, and those operating day camps are classified in Industry 7999.
7033	Recreational Vehicle Parks and Campsites	Establishments primarily engaged in providing overnight or short-term sites for recreational vehicles, trailers, campers, or tents. Establishments primarily engaged in operating residential trailer parks are classified in Real Estate, Industry 6515.
7948	Racing, Including Track Operation	Promoters and participants in racing activities, including racetrack operators, operators of racing stables, jockeys, racehorse trainers, and race car owners and operators.
7992	Public Golf Courses	Establishments primarily engaged in the operation of golf courses open to the general public on a contract or fee basis. Membership golf and country clubs are classified in Industry 7997. Miniature golf courses and golf driving ranges are classified in Industry 7999.
7993	Coin-Operated Amusement Devices	Establishments primarily engaged in coin-operated amusement devices, either in their own or in other places of business. Such amusement devices include juke boxes, pinball machines, mechanical games, slot machines, and similar types of amusement equipment. Amusement (including video game) arcades and parlors are also included in this industry.
7996	Amusement Parks	Establishments of the type known as amusement parks and kiddie parks which group together and operate in whole or in part a number of attractions, such as mechanical rides, amusement devices, refreshment stands, and picnic grounds. Amusement concessionaires operating within the park are generally classified in Industry 7999.
7999	Amusement and Recreation Services, Not Elsewhere Classified	Establishments primarily engaged in the operation of sports, amusement, and recreation services, not elsewhere classified, such as bathing beaches, swimming pools, riding academies and schools, carnival operation, exposition operation, horse shows, picnic grounds operation, rental of rowboats and canoes, and shooting galleries. Establishments primarily engaged in showing or handling animals at shows or exhibitions are classified in Agricultural Services, Industry Group 075.

Any retailer that would have been classified in one of the industry numbers above, except for the fact that it is a retail outlet for a manufacturer or wholesaler, will be considered to be classified in one of the industry numbers above for purposes of the premier resort area tax.

In addition to the businesses previously identified as "tourism-related retailers," under sec. 77.994, Wis. Stats., businesses that are classified under the following industry numbers are also subject to the premier resort area tax:

SIC Code	Type	Description
5311	Department Stores	Retail stores generally carrying a general line of apparel, such as suits, coats, dresses, and furnishings; home furnishings, such as furniture, floor coverings, curtains, draperies, linens, and major household appliances; and housewares, such as table and kitchen appliances, dishes, and utensils. These stores must carry men's and women's apparel and either major household appliances or other home furnishings. These and other merchandise lines are normally arranged in separate sections or departments with the accounting on a departmentalized basis. The departments and functions are integrated under a single management. The stores usually provide their own charge accounts, deliver merchandise, and maintain open stocks. These stores normally have 50 employees or more. Establishments which sell a similar range of merchandise with less than 50 employees are classified in Industry 5399. Establishments which do not carry these general lines of merchandise are classified according to their primary activity.
5499	Miscellaneous Food Stores	Establishments primarily engaged in the retail sale of specialized foods, not elsewhere classified, such as eggs, poultry, health foods, spices, herbs, coffee, and tea. The poultry stores may sell live poultry, slaughter and clean poultry for their own account, and sell dressed fowls, or sell fowls cleaned and dressed by others.
5611	Men's and Boys' Clothing and Accessory Stores	Establishments primarily engaged in the retail sale of men's and boys' ready-to-wear clothing and accessories.
5621	Women's Clothing Stores	Establishments primarily engaged in the retail sale of a general line of women's ready-to-wear clothing. This industry also includes establishments primarily engaged in the specialized retail sale of women's coats, suits, and dresses. Custom tailors primarily engaged in making women's clothing to individual order are classified in Industry 5699.
5632	Women's Accessory and Specialty Stores	Establishments primarily engaged in the retail sale of women's clothing accessories and specialties, such as millinery, blouses, foundation garments, lingerie, hosiery, costume jewelry, gloves, handbags, and furs (including custom made furs).
5641	Children's and Infants' Wear Stores	Establishments primarily engaged in the retail sale of children's and infants' clothing, furnishings, and accessories. Such establishments may specialize in either children's or infants' wear or they may sell a combination of children's and infants' wear.
5651	Family Clothing Stores	Establishments primarily engaged in the retail sale of clothing, furnishings, and accessories for men, women, and children, without specializing in sales for an individual sex or age group.
5661	Shoe Stores	Establishments primarily engaged in the retail sale of men's, women's, and children's footwear, including athletic footwear: These establishments frequently carry accessory lines, such as hosiery, gloves, and handbags.
5699	Miscellaneous Apparel and Accessory Stores	Establishments primarily engaged in the retail sale of specialized lines of apparel and accessories, not elsewhere classified, such as uniforms, bathing suits, raincoats, riding apparel, sports apparel, umbrellas, wigs, and toupees. This industry also includes custom tailors primarily engaged in making and selling men's and women's clothing, except fur apparel. Establishments primarily engaged in making fur apparel to custom order are classified in Industry 5632.
5942	Bookstores	Establishments primarily engaged in the retail sale of new books and magazines. Establishments primarily engaged in the retail sale of used books are classified in Industry 5932.

SIC Code	Type	Description
5943	Stationery Stores	Establishments primarily engaged in the retail sale of stationery, such as paper and paper products (including printing and engraving), postcards, and paper novelties. These establishments may also sell additional lines of office type supplies, such as accounting and legal forms, blank books and forms, and office forms and supplies. Establishments primarily engaged in selling office forms and supplies are classified in Wholesale Trade, Industry 5112. Establishments primarily engaged in the retail sale of greeting cards are classified in Industry 5947.
5944	Jewelry Stores	Establishments primarily engaged in the retail sale of any combination of the lines of jewelry, such as diamonds and other precious stones mounted in precious metals as rings, bracelets, and broaches; sterling and plated silverware; and watches and clocks. Stores primarily engaged in watch and jewelry repair are classified in Services, Industry 7631. Establishments primarily engaged in selling costume jewelry are classified in Industry 5632.
5945	Hobby, Toy, and Game Shops	Establishments primarily engaged in the retail sale of toys, games, and hobby and craft kits and supplies. Establishments primarily engaged in selling artists' supplies or collectors' items, such as coins, stamps, and autographs, are classified in Industry 5999.
5948	Luggage and Leather Goods Stores	Establishments primarily engaged in the retail sale of luggage, trunks, and leather goods.
5949	Sewing, Needlework, and Piece Goods Stores	Establishments primarily engaged in the retail sale of sewing supplies, fabrics, patterns, yarn and other needlework accessories.
5992	Florists	Establishments primarily engaged in the retail sale of cut flowers and growing plants. Establishments primarily engaged in the -retail sale of seeds, bulbs, and nursery stock are classified in Industry 5261, and greenhouses and nurseries primarily engaged in growing seeds, bulbs, flowers, and nursery stock are classified in Agriculture, Industry 0181.
5993	Tobacco Stores and Stands	Establishments primarily engaged in the -retail sale of cigarettes, cigars, tobacco, and smokers' supplies.
5994	News Dealers and Newsstands	Establishments primarily engaged in the retail sale of newspapers, magazines, and other periodicals. Home delivery of newspapers by other than printers or publishers is classified in Industry 5963.
5999	Miscellaneous Retail Stores	Establishments primarily engaged in the retail sale of specialized lines of merchandise, not elsewhere classified, such as artists' supplies; orthopedic and artificial limbs; rubber stamps; pets; religious goods; and monuments and tombstones. This industry also includes establishments primarily engaged in selling a general line of their own or consigned merchandise at retail on an auction basis. Establishments primarily engaged in auctioning tangible personal property of others on a contract or fee basis are classified in Services, Industry 7389.
7922	Theatrical Producers (Except Motion Picture) and Miscellaneous Theatrical Services	Establishments primarily engaged in providing live theatrical presentations, such as road companies and summer theaters. This industry also includes services allied with theatrical presentations, such as casting agencies; booking agencies for plays, artists, and concerts; scenery, lighting, and other equipment services; and theatrical ticket agencies. Also included in this industry are producers of live and taped radio programs and commercials and producers of live television programs. Establishments primarily engaged in the production of taped television programs and commercials are classified in Industry 7812. Theaters which are normally rented to theatrical producers and stock companies are classified in Real Estate, Industry 6512. Motion picture theaters and motion picture service industries are classified in Major Group 78. Establishments primarily engaged in operating dinner theaters are classified in Retail Trade, Industry 5812.

SIC Code	Type	Description
7929	Bands, Orchestras, Actors, and Other Entertainers and Entertainment Groups	Establishments primarily engaged in providing entertainment other than live theatrical presentations. These establishments include bands, orchestras, and entertainers.
7991	Physical Fitness Facilities	Establishments primarily engaged in operating reducing and other health clubs, spas, and similar facilities featuring exercise and other active physical fitness conditioning, whether or not on a membership basis. Also included in this industry are establishments providing aerobic dance and exercise classes. Sports and recreation clubs are classified in Industry 7997 if operated on a membership basis, and in Industries 7992 or 7999 if open to the general public. Health resorts and spas providing lodging are classified in Major Group 70. Establishments that promote physical fitness through diet control are classed in Industry 7299.
7997	Membership Sports and Recreation Clubs	Sports and recreation clubs which are restricted to use by members and their guests. Country, golf, tennis, yacht, and amateur sports and recreation clubs are included in this industry. Physical fitness facilities are classified in Industry 7991.

5. How do I report and pay the premier resort area tax?

Use [My Tax Account](#), the department's online filing system to report the premier resort area tax on the Premier Resort Area Tax Return. To use [My Tax Account](#), you will need a logon ID and password. Additional information is available at: [Getting Started](#).

You must file a return for each "reporting period," even if no tax is due for that period. You may download form [instructions](#). The department will immediately acknowledge receipt of returns filed electronically.

FOR MORE INFORMATION PLEASE CONTACT:

WISCONSIN DEPARTMENT OF REVENUE
 Customer Service Bureau
 PO Box 8949, Mail Stop 5-77
 Madison, WI 53708-8949
 Phone: (608) 266-2776
 Fax: (608) 267-1030
 Email additional questions to DORBusinessTax@wisconsin.gov

June 23, 2016

2457640

**COMMITTEE OF THE WHOLE
TUESDAY, SEPTEMBER 6, 2016 - 6:30 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Kordus called the meeting to order at 6:30 p.m.

Pledge of Allegiance led by Alderman Kordus.

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

Horne/Skates motion for approval of minutes from July 5, 2016 Committee of the Whole Meeting as distributed. Motion carried unanimously.

Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items.

Mary Jo Fesenmaier, 955 George Street, stated the Committee of the Whole meeting is essential for people in the community. It helps residents stay up to date with what is going on so they can give input before items are voted upon at the Council level. She hopes the Parking Commission and Communications Committee are not abolished, and feels the Finance, License & Regulation Committee meeting should be changed.

Discussion/Recommendation on eliminating the Parking Commission and Communications Committee, rescheduling the Finance, License & Regulation Committee meeting, and general discussion on the scheduling of advisory committees of the City

Alderman Kordus noted he went through the ordinances and found the Parking Commission, Communications Committee and FLR are the only three groups that are really defined by ordinances. The other committees meet at the desire of the Chairperson. He stated the Parking Commission truly was established during the TIF to look for parking. Its real intent was to help design the parking garage which didn't end up coming to fruition. Since then we have hired a Parking Manager, so the functions of the Parking Commission are obsolete and could be handled by Public Works.

The Communications Committee was formed to help get everything set up when Time Warner came in to the city. Mr. Kordus has been on the committee for 2+ years, and the committee has only met 4 times. They really have nothing to discuss. That committee could be gotten rid of. We talked about putting it into personnel. The function of controlling the website and such would have to be put somewhere. The Communications Committee's purpose really doesn't exist anymore.

He stated everyone agrees that FLR is a rushed meeting. They try to get a lot done without a lot of discussion and get it moved on to Council. There is a recommendation for that to meet on the first Monday and 3rd Tuesday of each month. The first Monday we would try not to put anything on the agenda other than paying the bills and proforma type actions as it is prior to another meeting. The meeting on the third Tuesday is where the meatier issues would be placed that need discussion.

Mayor Kupsik was curious as to what the function of the Communications Committee is and questioned when the last time the ordinance was updated. Mr. Kordus said it was last updated in October of 2008. We would be looking at repealing the ordinance that created the committee. Mayor Kupsik asked if the ordinance regarding Public Works would have to be changed as well. Mr. Kordus stated the Chair could add that as a standing agenda. Alderman Hedlund asked if they would both go on Public Works. Mr. Kordus said it could go to a different standing committee. He was thinking personnel, but communications doesn't really fit neatly in any of the groups. Alderman Howell noted communications is hardly used at all. Mr. Kordus said he is fine as Chair of Public Works that it goes there.

There was a general consensus to move this item on to Council.

Discussion/Recommendation on joint workshop with the City Council and Utility Commission regarding coordination and interaction between the City operations and Utility operations as they currently exist

Alderman Skates thinks this is a good idea as people can sit back and listen. It is a good way for everyone to share ideas. Mr. Skates would love to see a specific agenda if there are things we want to work out. Mayor Kupsik said if this is sent

City of Lake Geneva Committee of the Whole

Discussion/Recommendation on eliminating the Parking Commission and Communications Committee, rescheduling the Finance, License & Regulation Committee meeting, and general discussion on the scheduling of advisory committees of the City

“Meetings of the Advisory Committees and outside Boards are set by the Chair of the Committee and unless the council wants to rewrite ordinances defining all meeting which would lock us into a schedule. Propose that Committee Chairs work with the Clerk and Administrator to set up a schedule more conducive to getting minutes and agenda’s out in a timely manner.

Propose the following to be submitted to FLR and Council for approval.

When the Parking Commission was established there was no Parking Manager, and a parking garage was a viable option. Since the Parking Referendum was defeated and we have hired a parking manager the purpose of this commission has become obsolete.

Recommendation; Elimination of the Commission. (see below).

When the Communication Committee was established Time Warner was negotiating contracts and public access was being set up. All of this has been established and again, the committees’ purpose has become obsolete. The committee by ordinance is required to meet quarterly; the committee hasn’t met more than 4 times over the past 2 years as further evidence that its purpose is obsolete.

Recommendation: Elimination of the Communication Committee. (see below)

In order to fully discuss agenda items FLR requires a change to the Ordinance since the meeting times are defined. The purpose of rescheduling is to avoid limiting discussion on critical items because we are trying to finish up before council. Having a standalone meeting on the third Tuesday of the month will facilitate full discussion of agenda items. The intent of the Monday meeting prior to Committee of the whole is to facilitate the handling of routine matters typically on the FLR agenda that move to the Council Consent Agent and paying bills. (see below)

Finally in order to streamline processes and expedite moving agenda items forward, Committees and Commissions that meet quarterly will be scheduled prior the standing committee having most related to it. No Ordinance change is required; however cooperation of the Chairpersons is necessary.

Change Chapter 2. Administration ARTICLE II. CITY COUNCIL Sec. 2-49. Standing committees.

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

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

Repeal Chapter 2. Administration, ARTICLE V. BOARDS AND COMMISSIONS, DIVISION 1. GENERALLY

Sec. 2-231. Communications Committee. [Ord. No. 08-02, 3-10-2008]

Repeal Chapter 2. Administration, ARTICLE V. BOARDS AND COMMISSIONS, DIVISION 7. PARKING COMMISSION

Sec. 2-338. Commission powers and duties.”

UTILITY COMMISSION - 5 YRS

Dennis Lyon, President	Oct. 1, 2019
Michael Kocourek	Oct. 1, 2018
Vacant	Oct. 1, 2019
Ann Esarco	Oct. 1, 2016
Al Kupsik, Mayor	
Richard Hedlund, Alderman	Annual
Cindy Flower, Alderman	Annual

ZONING BOARD OF APPEALS - 3 YRS

Stewart Mathison, Chairperson	May 1, 2018
Todd Krause	May 1, 2018
Thomas Anthony	May 1, 2017
Bernie Williams	May 1, 2017
Robert McCormick	May 1, 2019
Frank Marsala, 1 st Alternate	May 1, 2019
Vacant, 2 nd Alternate	May 1, 2019

COMMUNICATIONS COMMITTEE - 2 YRS

Gary Milliette, Chairperson	May 1, 2017
C. Andrew Fritz, IV	May 1, 2018
Vacant	May 1, 2018
Ron Berndt	May 1, 2017
Bob Kordus, Alderman	Annual
Jeff Miskie, Advisor	

AVIAN COMMITTEE - 2 YRS

Ted Horne, Alderman, Chairperson	Annual
Kate Anderson	May 1, 2016
Sarah McConnell	May 1, 2017
Vacant	May 1, 2017
Bob Nordhaus	May 1, 2016

COUNCIL PRESIDENT
Alderman Bob Kordus

COUNCIL VICE-PRESIDENT
Alderman Richard Hedlund

**COUNCIL REPRESENTATIVES SERVING ON OTHER
BOARDS & COMMITTEES**

CHAMBER OF COMMERCE
Alderman Bob Kordus

GENEVA LAKES FAMILY YMCA
Alderman Doug Skates

GENEVA LAKE ENVIRONMENTAL AGENCY
Ted Horne

GENEVA LAKE USE COMMITTEE
Alderman Cindy Flower

MUSEUM
Alderman Ken Howell

EMERGENCY GOVERNMENT DIRECTOR
Chief Michael Rasmussen

LAKE GENEVA ECONOMIC DEVELOPMENT CORPORATION
Aldermen Chris Gelting and Rich Hedlund

BUSINESS IMPROVEMENT DISTRICT (BID) - 2 YRS

Michael Kocourek	Jan. 1, 2017
Roger Wolff	Jan. 1, 2017
Andrew Fritz	Jan. 1, 2017
Kevin Fleming	Jan. 1, 2018
Sean Payne	Jan. 1, 2018
Steve Monticello	Jan. 1, 2018
Tammie Carstensen	Jan. 1, 2018

Regular Meeting Schedules

Meeting times subject to change at chairperson's discretion

Common Council	2 nd & 4 th Monday	7:00pm
Committee of the Whole	1 st Monday	6:30pm
Finance, License & Regulation	2 nd & 4 th Monday	6:00pm
Historic Preservation	2 nd Thursday	6:30pm
Public Works Committee	Thursday before Plan Commission	6:00pm
Plan Commission	3 rd Monday	6:30pm
Police & Fire Commission	Thursday after 1 st Monday	7:00pm
Utility Commission	Thursday before Plan Commission	4:45pm
Library Board	2 nd Thursday	8:00am
Board of Park Commissioners	1 st Wednesday	6:00pm
Tree Board	3 rd Wednesday odd Months	6:00pm
Lake Geneva Economic Development Corporation	3 rd Wednesday	7:30pm
Business Improvement District	2 nd Tuesday	8:00am
Piers, Harbors & Lakefront Committee	4 th Thursday	6:00pm
Communications Committee	Quarterly or as needed	6:00pm
Parking Commission	3 rd Wednesday	6:00pm
Personnel Committee	4 th Thursday	4:00pm
Zoning Board of Appeals	As Needed	

City of Lake Geneva Elected Representatives Boards & Commissions Directory

Alan Kupsik
Mayor



626 Geneva Street
Lake Geneva, WI 53147
Phone: (262) 248-3673
Fax: (262) 248-4715

www.cityoflakegeneva.com

ELECTED REPRESENTATIVES

MAYOR ALAN KUPSİK

akupsik@cityoflakegeneva.com

717 S. Lake Shore Dr
262-749-0842
April 2018

ALDERMAN DISTRICT 1

Chris Gelting 262-751-7109
 1231 Wisconsin St. April 2017
 cgelting@cityoflakegeneva.com

Elizabeth Chappell 262-903-8035
 513 Broad St. April 2018
 echappell@cityoflakegeneva.com

ALDERMAN DISTRICT 2

Ted Horne 540-425-4366
 701 Maple St April 2017
 thorne@cityoflakegeneva.com

Doug Skates 262-249-0091
 1133 Bonnie Brae Ln April 2018
 dskates@cityoflakegeneva.com

ALDERMAN DISTRICT 3

Richard Hedlund 262-203-5900
 368 S. Stone Ridge Dr. April 2017
 rhedlund@cityoflakegeneva.com

Bob Kordus 414-916-9663
 320 S. Boulder Ridge Dr. April 2018
 bkordus@cityoflakegeneva.com

ALDERMAN DISTRICT 4

Ken Howell 262-949-7564
 1029 Park Row April 2017
 khowell@cityoflakegeneva.com

Cindy Flower 262-374-0678
 533 Haskins St April 2018
 cflower@cityoflakegeneva.com

OTHER ELECTED OFFICIALS

Daniel S. Draper 262-248-6636
 City Attorney May 1, 2018
 ddraper@cityoflakegeneva.com

Henry A. Sibbing 262-248-4651
 Municipal Judge May 1, 2019

APPOINTED BOARDS, COMMITTEES & COMMISSIONS

STANDING COMMITTEES

FINANCE, LICENSE & REGULATION COMMITTEE

Alderman Bob Kordus, Chairperson
 Alderman Chris Gelting
 Alderman Ted Horne
 Alderman Elizabeth Chappell
 Alderman Ken Howell

PERSONNEL COMMITTEE

Alderman Richard Hedlund, Chairperson
 Alderman Elizabeth Chappell
 Alderman Ted Horne
 Alderman Ken Howell
 Alderman Cindy Flower

PUBLIC WORKS COMMITTEE

Alderman Bob Kordus, Chairperson
 Alderman Chris Gelting
 Alderman Cindy Flower
 Alderman Doug Skates
 Alderman Richard Hedlund

PIERS, HARBORS & LAKEFRONT

Alderman Doug Skates, Chairperson
 Alderman Elizabeth Chappell
 Alderman Richard Hedlund
 Alderman Bob Kordus
 Alderman Ken Howell

BOARD OF REVIEW

Chris Gelting	District 1
Doug Skates	District 2
Bob Kordus	District 3
Ken Howell	District 4
Al Kupsik, Mayor	
Sabrina Waswo, City Clerk	
Elizabeth Chappell, Alternate	

OAK HILL CEMETERY BOARD - 2 YRS

Clarence Read, Chairperson	May 1, 2017
Arleen Krohn	May 1, 2018
Coryn Commare	May 1, 2017
Maureen Allenstein	May 1, 2018
Bob Kordus, Alderman	Annual

LAKE GENEVA PUBLIC LIBRARY BOARD - 3 YRS

Fritz Oppenlander, Lyons Town., President	May 1, 2019
Christine Brookes, Vice President	May 1, 2019
Diane Jones	May 1, 2019
Duanne Lafrenz	May 1, 2018
Wen-d Kersten, Linn Town.	May 1, 2019
Larry Kundert, Bloomfield Town.	May 1, 2019
Linda Boilini, School District	Annual
Chris Gelting, Alderman	Annual

PARKING COMMISSION - 2 YRS

Todd Krause, Chairperson	May 1, 2017
Dennis Swangstu	May 1, 2018
Kevin Fleming	May 1, 2018
Ann Esarco	May 1, 2017
Chris Gelting, Alderman	Annual
Darien Schaefer, Chamber of Commerce Representative	
Sylvia Mullally, Parking Manager	

CITY PLAN COMMISSION - 3 YRS

Tyler Frederick	May 1, 2018
John Gibbs	May 1, 2017
Tom Hartz	May 1, 2017
Sarah Hill	May 1, 2019
Ann Esarco, Park Board President	May 1, 2019
Doug Skates, Alderman	Annual
Al Kupsik, Mayor	
Ken Robers, Building & Zoning Administrator	

HISTORIC PRESERVATION - 3 YRS

Ken Etten, Chairperson	May 1, 2017
Mary Tanner	May 1, 2017
Patrick Quinn	May 1, 2019
Louise Rayppy	May 1, 2019
Jim Davis	May 1, 2017
Jackie Getzen	May 1, 2018
Elizabeth Chappell, Alderman	Annual
Vern Haan, Advisory	

BOARD OF PARK COMMISSIONERS - 3 YRS

Ann Esarco, President	May 1, 2019
Brian Olsen	May 1, 2017
David Quickel	May 1, 2017
Barbara Philipps	May 1, 2018
Peggy Schneider	May 1, 2018
John Swanson	May 1, 2019
Lynn Hassler	May 1, 2019
Al Kupsik, Mayor	Doug Skates, Alderman
Dan Winkler, DPW Director	Tom Earle, Asst. DPW Director

POLICE & FIRE COMMISSION - 5 YRS

Tom Hartz, President	May 1, 2018
Lynelle Gramm	May 1, 2017
Rick Bittner	May 1, 2019
Dennis Jordan	May 1, 2020
Brian Pollard	May 1, 2021
Chris Gelting, Alderman	Annual
Tom Walton, Geneva Township Representative	

TREE BOARD - 3 YRS

Candy Kirchberg, Chairperson	May 1, 2017
Bob Peters	May 1, 2017
Dan Andresen	May 1, 2018
Clara Jacobs	May 1, 2018
Joe Esposito	May 1, 2019
Bob Flemming	May 1, 2019
Al Kupsik, Mayor	Ann Esarco, Park Board President
Doug Skates, Alderman	John Foster, Arborist
Dan Winkler, DPW Director	Tom Earle, Asst. DPW Director

CITY OF LAKE GENEVA

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



Memorandum

Date: August 24, 2016

To: Personnel Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on staffing the Director of Public Works position including: 1) Stand-alone position, 2) Shared position with the Utility Commission with the City as the employer, and 3) Shared position with the Utility Commission with the Utility Commission as the employer.

The issue of succession planning for the Director of Public Works position has been on hold until the issue of the Utility Commission was decided. Now that the decision is to continue with the Utility Commission, the City needs to determine how it wants to staff the position. The City can decide unilaterally to make the Director of Public Works a stand-alone position. To continue as a shared position of Director of Public Works and Utilities requires mutual consent from the City and the Utility Commission. Also both identities need to agree if the position is staffed from the City or from the Utility Commission.

There is the decision of what background the Director of Public Works and Utilities should have. Attached is part of a presentation I attended called "Public Works 101". The divisions in City public works vary. A Director of Public Works as shown in the presentation can be filled with someone from the following backgrounds:

- 1) Field Operations Manager. This can be someone who has worked extensively in public works with strong technical and conceptual skills such as the current Assistant Director of Public Works.
- 2) Professional Engineer (P.E). This would be someone with a PE and has the PE education/skills and certification such as the current Director of Public Works and Utilities.
- 3) Public Administrator. This would be someone with a Master in Public Administration with strong leadership skills such as the current City Administrator.

The options of staffing the Director of Public Works position are as follows:

- 1) Stand-alone position. The position would exclude the water and sewer utilities and would likely be someone with a strong background in field operations with the functions of Streets, Parks, Lakefront, and Cemetery maintenance. The advantage is there would not be a disconnect between two organizations (the City and the Utility). The disadvantage is that given the lower pay the position would not be filled with someone with the PE education.
- 2) Shared position with the Utility Commission with the City as the employer. The current Director of Public Works has stated that 70% of the job is related to public works and 30% is related to water/sewer utilities. Given this, it makes sense to make the shared position an employee of the City. Also, as shared position, the City is more likely to fill

the position as a PE. This is the preference of the Wisconsin DNR that just completed the City Water Sanitary Survey. However, a PE is not required as the City has a consultant engineering firm available and is used for PE required projects. A shared position can also attract someone with a Public Administration background with financial and leadership skills.

- 3) Shared position with the Utility Commission with the Utility Commission as the employer. This continues with the status quo and protects the position from City politics. This option also has the shared benefits as discussed in option 2.

PUBLIC WORKS 101

ILCMA/WCMA 2016 Summer Conference

John Edlebeck, P.E
Village of Whitefish Bay, WI
j.edlebeck@wfbvillage.org

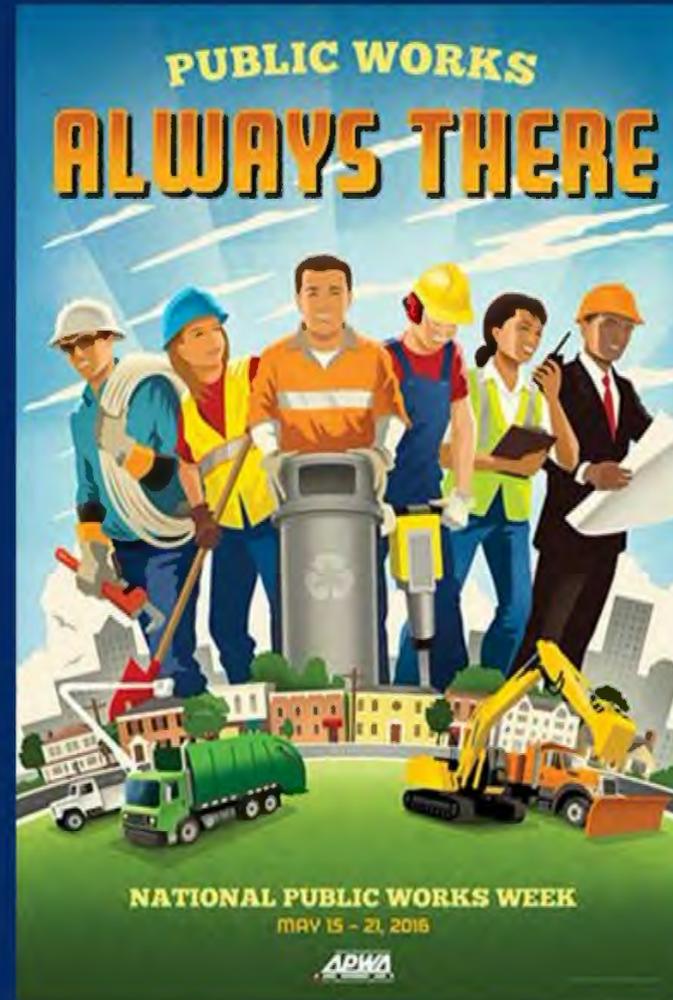
John Heinz
Christopher B. Burke Engineering, LTD
jheinz@cbbel.com

Rebecca VanRegenmorter
Village of Bayside, WI
rvanreg@bayside-wi.gov



PUBLIC WORKS DIVISIONS

- **Administration**
- **Streets**
- **Utilities**
- **Solid Waste**
- **Parks Maintenance**
- **Fleet Services**
- **Engineering**



Succession Planning

- **Attracting qualified candidates**
- **Focus on Training**



Job Opportunities

- **Changes in the Public Works Profession**

Field Operations Manager



Professional Engineer

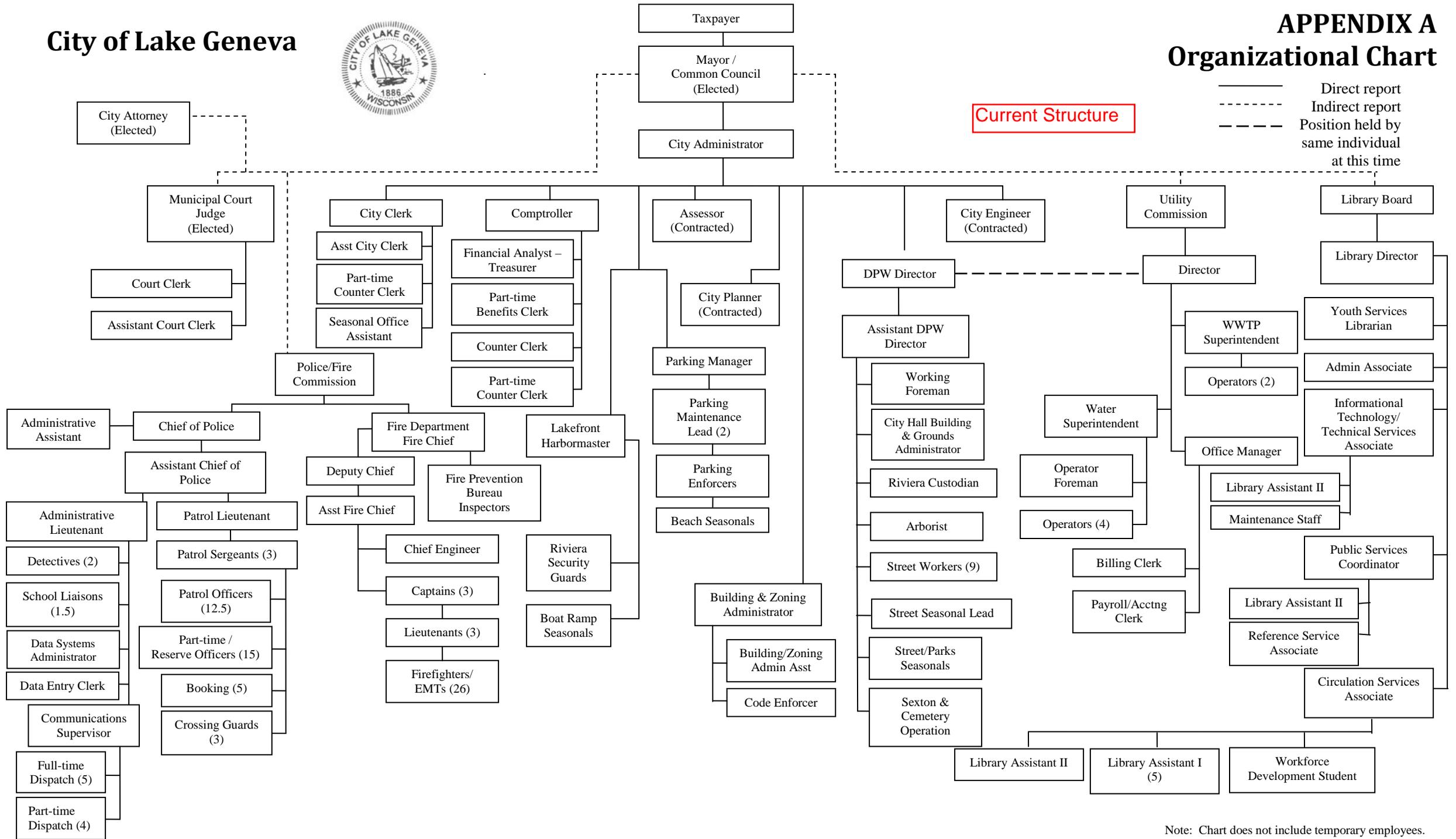


Public Administrator

City of Lake Geneva



APPENDIX A Organizational Chart

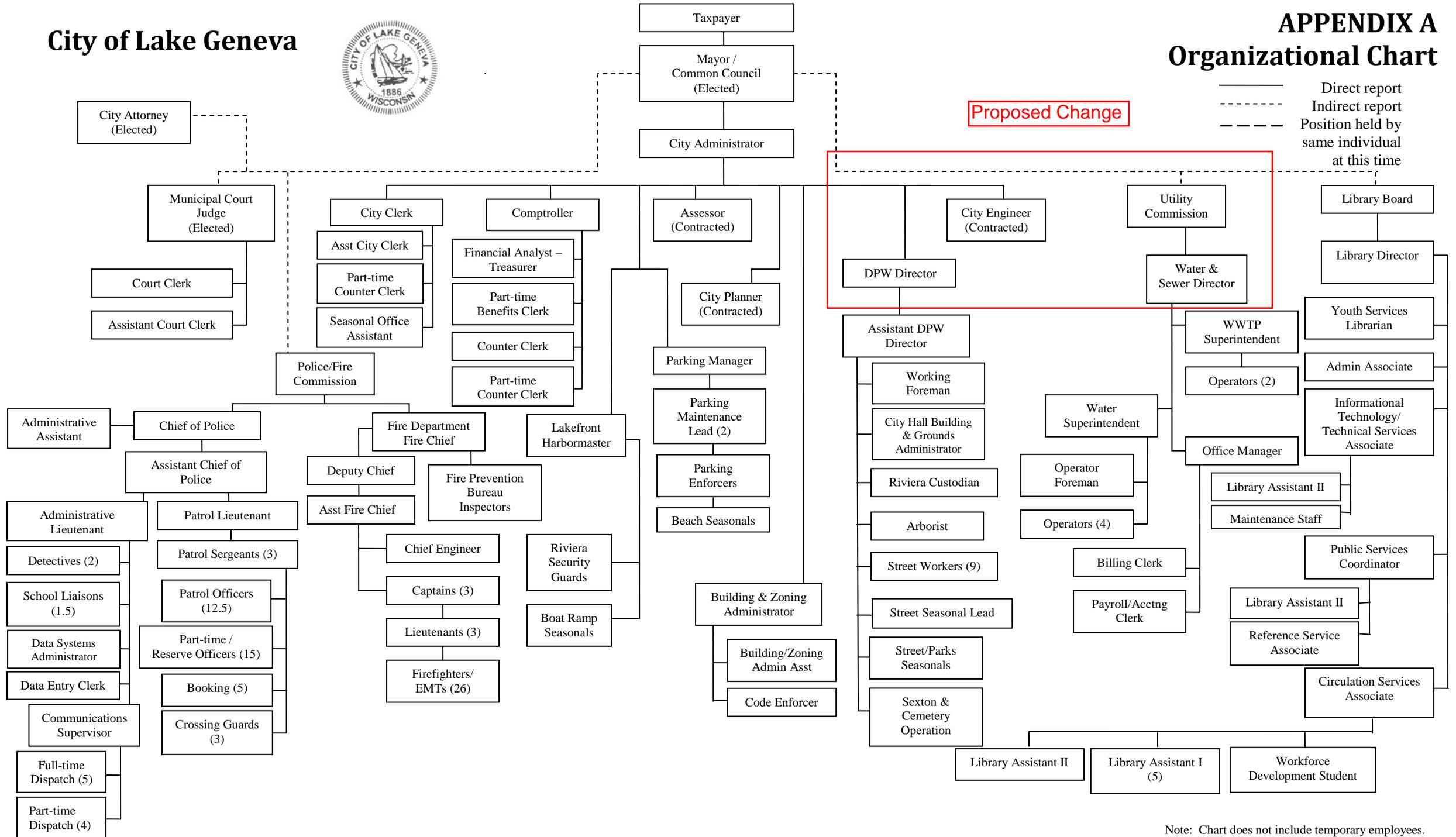


Note: Chart does not include temporary employees.
 Revised & Approved by Council on March 28, 2016

City of Lake Geneva



APPENDIX A Organizational Chart



Note: Chart does not include temporary employees.
Revised & Approved by Council on March 28, 2016

**PERSONNEL COMMITTEE MINUTES
THURSDAY, AUGUST 25, 2016 – 4:00 P.M.
CITY HALL, COUNCIL CHAMBERS**

Meeting was called to order by Alderman Hedlund at 4:02 p.m.

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

Comments from the public limited to 5 minutes.

Ann Esarco, 1051 Mobile Street, current Secretary of Utility Commission, stated the Utility Commission is in an emergency position with regard to personnel. Due to the discussions of committee versus commission the Commission has been unable to move forward with finding a replacement for Director of Public Works Winkler. One major decision is if the Director of Public Works will be one person or two people. She recently had 2 water issues which were fixed quickly. She is concerned with the level of service and suggested extending Mr. Winkler's retirement date to seek out his replacement. She asked the committee to address this issue quickly.

Dan Winkler, 1112 Bonnie Brae, spoke to item 5. This has been a long time coming, and he was hoping to take action sooner. He is willing to provide input. As far as the decision process, he has been the Public Works & Utility Director for 21 years and feels he's still learning. As far as the decision with Director of Public Works with regard to keeping it as one position or not, it's totally up to the Council. The Council gave the title of Assistant Director of Public Works to Tom Earle with the idea that he would be a strong candidate for succession planning. The Utility Commission wants to work with you all; they never wanted to work against the Council. The position could go either way. If they keep it combined, the city could easier hire the Assistant. If separated, he would expect the Utility Commission would hire its own manager per state statute.

Horne/Chappell motion to approve the Regular Personnel Committee minutes from June 30, 2016, as prepared and distributed. Unanimously carried.

Discussion/Recommendation on staffing the Director of Public Works position including:

- 1. Stand alone position**
- 2. Shared position with the Utility Commission with the City as the employer**
- 3. Shared position with the Utility Commission with the Utility Commission as the employer**

Mr. Oborn gave a background of the position. Our city currently has a Director that reports to the Utility Commission. There is also a Director that reports to the City Administrator. There are three options listed in packet. The city can hire someone that has been in Public Works as a practicing person who has a lot of strong conceptual and technical skills (Field Operations Manager), you can hire someone who is a Professional Engineer, or you can hire someone with a Public Administration background with strong leadership skills. We do have a consulting firm that has the P.E. status that does all the reports and complicated items already. That ties to the pros and cons of the way it is filled. He stated the options are listed in the manner that is preferred by the City Administrator and Assistant Director of Public Works. We could share the Utility Director with city as the employer. The Director of Public Works would be doing 70% Public Works and 30% Utility Commission. That scenario makes sense for the City to oversee as the majority of work will be for Public Works. An advantage of the shared position is it is easier to attract someone with P.E. status. With Utility Commission having its own financing, that might be beneficial. The status quo helps protect the position from city politics. Mr. Oborn apologized for the timing and delay. Since Council has decided that the Utility Commission will continue on in existence as a separate identity, we are quickly adjusting accordingly.

Alderman Chappell asked if this is really why this hasn't been discussed until now. She wondered if it was because they were working on the status of the Utility Commission. She feels it would go hand in hand. Right now we have no search going on, so this is the first step to figure out what we are doing.

Mr. Oborn said the city did succession planning in creating an Assistant Director of Public Works. He recommended designating the Assistant as the interim Director and then evaluate whether to continue with him on the position or look at other candidates.

Alderman Flower asked if there was a decision as it was just tabled. Mr. Oborn said this was brought up to the Personnel Committee. It did have bearing on the decision and that's why both entities held off on going forth and filing the position.

Mayor Kupsik stated in the interim Tom Earle was hired to fill this position knowing that Dan would retire in a couple years. Until the City Council decides what direction they want to go with regard to a commission versus committee, it is still a commission and it is their responsibility to fill the position. Alderman Chappell questioned if the city absorbs the Utility Commission, then do we absorb the person they hire as our employee. Mr. Oborn said that decision was already tabled indefinitely. Mayor Kupsik said if that decision comes into play, it will be the City Council's recommendation as to whether or not to split that position or have one person fill both of those positions.

Alderman Howell explained Tom Earle has been designated as the interim for the public works side. He asked if there is anyone who has been designated by the commission to be Dan's replacement on that side. Mr. Hedlund replied they have a contingency plan. Mr. Howell continued if we combine the two and they hire somebody, I would think this council would take that person in, not fire them. Mayor Kupsik felt that could be a consideration. They are currently in the process of hiring a water supervisor.

Alderman Flower noted there are a lot of things that go hand in hand when it comes to a city. Every time you are opening the road for the water main treatment, you want them to connect. It makes a lot of sense for that to be one person. She wishes they would not have tabled that discussion. We need to have that discussion because we are just playing with cards right now and making an uninformed decision. Mr. Oborn added if we did it separately we would have meetings. Mr. Flower answered that is easy to say but not as easy to do. It's human nature, those two people won't be talking to each other night and day.

Alderman Chappell said if we filled our DPW position, it sounds like they are talking about not hiring a full Utility Director but a manager of sorts to fit in our org chart, it wouldn't be two conflicting directors. The thought is that now we are going to pay 2 Utility Directors. If it is only one person, we pay one wage.

Mayor Kupsik said if we do hire a director for utility, there still is a need for a manager in that position. That director's position could turn into a manager's position. Not a downgrade, but just a title change. The decision was made in the past. We are obligated by the state to run it properly and all of this has been taken into consideration already.

Ms. Flower asked if the city is moving forward with acting positions or full positions. She questioned if Tom Earle can manage both. Mr. Oborn answered his background is stronger in public works but weaker in utility. He's not a PE, but has a lot of experience. It is tough to hire this position. He probably could lend himself to a shared position. We have an Assistant Director that can step in during the interim. The complexity is we can put forth this person, but both entities have to agree on the organizational chart and the person.

Ms. Flower suggested we have candidates as interims in both. She would like to see them merged, similar as to how we have it, whether the Utility Commission is merged or not those should fall under one person. Mayor Kupsik said if it is kept as a commission, we need to turn that into 2 positions. Dan has done the city a favor by taking care of both positions. His salary came primarily from Utility Commission, just last year we decided to pay 1/3 of his salary. Finding someone to fill both positions is questionable. The city is obligated to hire a Public Works Director.

Flower/Chappell motion to recommend option number 2.

Alderman Gelting stated he's not part of personnel, but part of the Council that voted to table the decision. He thinks we are putting the Utility Commission in a disservice by trying to push a joint position on them. They are the ones that have to deal with the staffing issue on a short time line. We as the city have a contingency plan on the public works side. As a non-personnel member, I would say I think we go with number 1. Right now you are the Utility Commission, you need to do what you need to do to take care of your organization the way you see fit. Whether the position reports to us or them, they need to fill the position. A split position puts the worker in a difficult position.

Mr. Howell stated we are saying we are hiring for them if we do option 2. Mr. Hedlund added if we do anything other than option 1, the Council and Utility Commission will need to have a joint meeting and figure out something equitable. The reason this was put on here was to take the temperature of this committee to see how they would like to see this come to fruition.

Mayor Kupsik felt whatever decision personnel makes, this can't go to Council until the fate of the Utility Commission is decided. In the interim we have everything in place to not have to move forward without coverage in either position. Mr. Hedlund said the only thing this committee can do it to vote for option 1 and send it to Council.

Ms. Flower asked if it would make more sense for this to be tabled. We really don't have the rights to be deciding this until those other decisions are made.

Alderman Flower asked if they are making a recommendation about something they don't know. City Attorney Draper stated the reason the options are up there is so that you can talk about the different options. You don't have to pass a motion today but you can get a feel for where the committee stands. You really can't decide what to do until the water commission is decided. You can send it up to Council but they can't decide upon it.

Flower withdrew motion, Chappell withdrew her second.

Mr. Oborn asked what kind of information is being requested. Ms. Chappell wanted to know if they are working with a commission or committee. Mr. Oborn answered Council made a decision on Monday, so we have to assume that issue is dead. It's been tabled indefinitely. Mr. Oborn suggested moving forward as status quo.

Mr. Draper stated once you make a motion to table as item it is no longer a debatable item. No one knows the discussions or the reasons. The basis of this agenda item is to have some discussion to see if they should open up discussion with the Utility Commission to determine how to proceed. Sometimes you have agenda items to figure out the direction.

Horne/Howell motion to make a recommendation to Council that the Director of Public Works be a stand-alone position. Motion carries 4 to 1 with Howell, Chappell, Horne, Hedlund voting "yes" and Alderman Flower voting "no."

Alderman Gelting left at 4:50pm.

Discussion/Recommendation on Employee Health Benefits Benchmarking Analysis

Mr. Oborn stated it is a good update that leads into the next few items. He explained terminology in Cottingham and Butler's analysis report. They broke these out into benchmarks. Our plan has 90% participation, benchmark is 79%. Everyone migrates to our plan as it is a lucrative plan. If we were to move to where the benchmark is we'd save \$179,000. Retirees and family members of retirees are part of the plan. As part of the education, we encourage them to find other plans. The dependant ratio indicates there are a lot of dependents per person on the plan. The benchmark is 2.2 and we are at 2.6. Mr. Oborn gave options on how to reduce the dependent ratio. The demographic index benchmark is 1.0 and ours is 1.06 due to age. There really is no control driving it, so there are no options. The City of Lake Geneva is consuming well above the norm level of consumption. The main driver base is high utilization patterns and high cost procedures. He conducted an all-employee meeting where one employee gave her experience. He then discussed cost sharing procedures. In 2015 we were at 93% and dropped to 83% in 2016, which is a good savings. The City has made significant changes in the deductibles. The report shows a bench mark contribution of 75% city and 15% employee. There was a slight change that reflects employees who are paying a percentage into the health premium under the wellness program.

Mr. Oborn stated we do have a too lucrative plan per the Cadillac Tax. If we don't bring the plan down, we get this extra penalty. Congress pushed it to 2020 but we need to look at changing now. Our benchmarks have dropped from \$32,000 to \$20,000. Our goal is to get it down to \$14,780. Mr. Oborn explained the Cadillac Tax penalty is between \$400,000 and \$500,000 that would need to be paid to the government. We are making gains but there are other options we can do. Mayor Kupsik stated we have 3 years to somehow make significant changes to avoid a penalty.

EXERPT FROM THE SEPTEMBER 6, 2016 COMMITTEE OF THE WHOLE MINUTES

Discussion/Recommendation on joint workshop with the City Council and Utility Commission regarding coordination and interaction between the City operations and Utility operations as they currently exist

Alderman Skates thinks this is a good idea as people can sit back and listen. It is a good way for everyone to share ideas. Mr. Skates would love to see a specific agenda if there are things we want to work out. Mayor Kupsik said if this is sent to Council, Council can agree on a date and come up with an agenda. Mr. Skates said finances, organization, land in township and acquisition are things that he is interested in. Mr. Hedlund will speak with the President of the Utility Commission for tentative dates. Mayor Kupsik would like input from the City Attorney as to how to proceed.

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

**Prepaid Checks
8/24/16 - 9/09/16**

**Total:
\$12,097.03**

Checks over \$5,000:

*\$ 6,008.97
US Bank - PD Credit Card*

FROM 08/24/2016 TO 09/09/2016

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AT&T81	AT&T								
	RE083116			08/13/16		63435	09/02/16	2,215.95	2,215.95
		01 262 R42-8188 663 1 CITY HALL	1116105221						293.75
		02 262 R42-8188 663 1-POLICE	1121005221						293.75
		03 262 R42-8188 663 1-COURT	1112005221						32.64
		04 262 R42-8188 663 1-METER	4234505221						32.63
		06 262 248-2264 368 9-FIRE DEPT	1122005221						341.11
		07 262 248-4567 367 1-911 MODEM	1121005221						221.70
		08 262 248-4715 125 4-CITY HALL	1116105221						277.05
		10 262 248-4913 601 4-STR FAX/DSL	1132105221						185.26
		12 262 249-5299 313 5-6 LIB LINES	9900005221						132.90
		13 262 249-5299 313 5-1 STR LINE	1132105221						22.15
		14 262 249-5299 313 5-COURT FAX	1112005221						22.15
		15 262 249-5299 313 5-CH ALARM	1116105221						44.30
		16 262 249-5299 313 5-CEM 1 LINE	4800005221						22.15
		17 262 249-5299 313 5-LOWER RIV	4055205221						22.15
		18 262 249-5299 313 5-UPPER RIV	4055105221						44.30
		19 262 249-5299 313 5-FIRE 2 LINE	1122005221						44.30
		20 262 249-5299 313 5-POL 3 LINES	1121005221						66.52
		21 262 248-6837 457 9-POL 911 CON	1121005221						117.14
								VENDOR TOTAL:	2,215.95
EQUAL	EQUAL RIGHTS DIVISION								
	250-8/16			08/31/16		700035	09/08/16	285.00	285.00
		01 WORK PERMITS-AUG	1100002422						285.00
								VENDOR TOTAL:	285.00
MUTUA	MUTUAL OF OMAHA								
	564375691			08/22/16		63432	09/02/16	1,224.01	1,224.01
		01 CEM DISABILITY-SEP	4800005137						29.16
		02 PKG DISABILITY-SEP	4234505137						16.81
		03 CH DISABILITY-SEP	1110205134						155.07
		04 LIB DISABILITY-SEP	9900005137						58.04
		05 PD DISABILITY-SEP	1110205134						542.06
		06 STR DISABILITY-SEP	1110205134						212.75
		07 UTIL DISABILITY-SEP	1100001634						115.77
		08 WWTF DISABILITY-SEP	1100001634						94.35
								VENDOR TOTAL:	1,224.01
RICHARD	KARA RICHARDSON								
	REIMB TUITION 8/16			08/30/16		63436	09/07/16	2,303.36	2,303.36
		01 UWW-6 CREDITS	1121005415						2,303.36
								VENDOR TOTAL:	2,303.36

FROM 08/24/2016 TO 09/09/2016

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
USBANK	US BANK								
	3341-8/16			08/11/16		63433	09/02/16	6,008.97	6,008.97
	01	WALMART-EVIDENCE BAGS	1121005380						52.12
	02	SECURITY PRO-SHTR RESPONSE KIT	1121005410						1,799.94
	03	POSITIVE PROMO-PENCILS,CRAYONS	1121005316						521.73
	04	POSITIVE PROMO-ID THEFT BOOKS	1121005316						390.94
	05	AFRMAN-MCGRUFF COLOR BOOKS	1121005316						372.43
	06	FAC OUTLET STR-HEADSET ADAPTS	1121005262						1,048.30
	07	UWM-CLASS REGIS-MOORE	1121005410						350.00
	08	KALAHARI-PROPHOENIX CLASS-CP	1121005331						387.00
	09	VISTA-TEXTBOOKS-MOORE	1121005410						135.36
	10	TASER-4 HOLSTERS	1121005410						290.02
	11	PIGLYWIGGLY-FUNERAL FLOWERS	1121005399						79.13
	12	WALMART-GAUZE,WIPES,ASPIRATORS	1121005399						167.75
	13	WALMART-WATER,GATORADE	1121005399						53.76
	14	BROWNELLS-KEY STAKING TOOL	1121005410						105.92
	15	WALMART-STORAGE TOTES	1121005316						46.41
	16	HOMEDEPOT-SIGN MATERIALS	1121005342						32.41
	17	HOMEDEPOT-CAULK GUN	1121005316						12.97
	18	STOPSIGNS&MORE-XING GRD SIGNS	1121005139						83.78
	19	ROCKRIVERARMS-CAR STOCK KIT	1121005410						79.00
								VENDOR TOTAL:	6,008.97
WALMA	WALMART COMMUNITY								
	6368-8/16			08/16/16		63434	09/02/16	59.74	59.74
	01	LED LITES,MOUNTING TAPE	4122008063						59.74
								VENDOR TOTAL:	59.74
								TOTAL --- ALL INVOICES:	12,097.03

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

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	\$ 109,461.48
2. Debt Service	20	\$ 32,725.50
3. TID #4	34	\$ 200.00
4. Lakefront	40	\$ 6,257.43
5. Capital Projects	41	\$ 85,915.34
6. Parking	42	\$ 14,983.17
7. Cemetery	48	\$ 225.58
8. Equipment Replacement	50	\$ -
9. Library Fund	99	\$ 8,181.86
10. Impact Fees	45	\$ 26,750.00
11. Tax Agency Fund	89	\$ -
Total All Funds		<u><u>\$284,700.36</u></u>

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

COUNCIL MEETING DATE: 9/12/16

TOTAL UNPAID ACCOUNTS PAYABLE **\$ 284,700.36**

ITEMS > \$5,000

Payne & Dolan - Draw #3	\$ 42,612.30
Johns Disposal Service - September Refuse & Recycling Service	\$ 37,741.78
Associated Bank - 2011 Note Interest Payment; Annual Fee	\$ 32,725.50
Lake Geneva Utility Commission - Impact Fees	\$ 31,750.00
Stryker Sales - Power Cot, Stair Chair - Ambulance #3	\$ 19,162.00
Robert Stewart Excavating - Demolition of 227 S Lake Shore Drive	\$ 12,500.00
Kapur & Associates - July Engineering	\$ 11,197.18
YMCA - September/October Payment	\$ 9,000.00
State of Wisconsin - August Court Fines	\$ 6,741.74
Ford of Lake Geneva - Vehicle Maintenance; Brakes,PS Pump,A/C Compressor (New Ambulance)	\$ 5,049.89

Balance of Other Items \$ 76,219.97

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
A+ GRAPHICS & PRINTING							
11147	08/31/16	01	OLD TIME NEWSLETTER	1170005720		09/13/16	75.00
						INVOICE TOTAL:	75.00
						VENDOR TOTAL:	75.00
ACKMAN GLASS & MIRROR CO INC							
72356	08/29/16	01	DOOR FIX	4055105360		09/13/16	96.00
						INVOICE TOTAL:	96.00
						VENDOR TOTAL:	96.00
ADVANCE AUTO PARTS							
7193623128405	08/18/16	01	WIPERS-CAR #1	1122005351		09/13/16	45.98
						INVOICE TOTAL:	45.98
7193624248164	08/29/16	01	SEAFOAM MOTOR TREATMENT	4800005250		09/13/16	23.98
						INVOICE TOTAL:	23.98
						VENDOR TOTAL:	69.96
ADVANCED DISPOSAL SERVICES							
A40000007504	08/15/16	01	LANDFILL USE-7.18 TN	1136005296		09/13/16	401.10
						INVOICE TOTAL:	401.10
						VENDOR TOTAL:	401.10
ALLSTATE IMAGING INC							
30958	08/11/16	01	LEGAL PADS,NOTEPADS,MARKERS	1121005310		09/13/16	131.46
						INVOICE TOTAL:	131.46
						VENDOR TOTAL:	131.46
AMAZON							
8932-8/17	08/19/16	01	DVDS	9900005414		09/13/16	237.57

INVOICES DUE ON/BEFORE 09/13/2016

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

AMAZO	AMAZON						
8932-8/17	08/19/16	02	DVDS	9900005411		09/13/16	177.40
		03	TRASH BAGS	9900005350			64.47
		04	BOOKS	9900005410			28.58
		05	CORD CONCEALER	9900005211			15.04
		06	TONER	9900005310			86.74
						INVOICE TOTAL:	609.80
						VENDOR TOTAL:	609.80
AMYS	AMY'S SHIPPING EMPORIUM						
3066	07/08/16	01	UPS-TASER INTL	1121005312		09/13/16	22.31
						INVOICE TOTAL:	22.31
						VENDOR TOTAL:	22.31
ANCHO	ANCHOR COVENANT CHURCH						
REFUND	08/29/16	01	ANCHOR SEC DEP-BARR 8/27/16	1100002353		09/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
ARROW	ARROW PEST CONTROL INC						
69199	08/18/16	01	PEST CONTROL-AUG	1116105360		09/13/16	55.00
						INVOICE TOTAL:	55.00
						VENDOR TOTAL:	55.00
ASSOC	ASSOCIATED BANK						
3836	08/11/16	01	2016 ANNUAL FEE	2081005656		09/13/16	363.00
						INVOICE TOTAL:	363.00
99G100003-10/16	08/22/16	01	2011 NOTE-INT PYMT	2081005656		09/13/16	32,362.50
						INVOICE TOTAL:	32,362.50
						VENDOR TOTAL:	32,725.50

INVOICES DUE ON/BEFORE 09/13/2016

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

AUTOT	AUTO TECH CENTERS INC						
272728	08/03/16	01	FLEET TIRES (10)	1121005361		09/13/16	1,223.12
						INVOICE TOTAL:	1,223.12
						VENDOR TOTAL:	1,223.12
AUTOW	AUTOWORKS PLUS						
26447	08/22/16	01	TIRE FIX-MOWER	1152005250		09/13/16	31.93
						INVOICE TOTAL:	31.93
26560	08/30/16	01	TUBE TIRE-SCAG	1152005250		09/13/16	20.00
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	51.93
BAKER	BAKER & TAYLOR						
L3367102-7/16	07/31/16	01	2032127340-81 ITEMS	9900005410		09/13/16	1,220.45
		02	2032168463-13 ITEMS	9900005410			273.51
		03	2032147007-20 ITEMS	9900005410			336.11
		04	2032170042-89 ITEMS	9900005410			1,421.65
		05	2838286-BOOK RETURN	9900005410			-7.55
		06	2837363-BOOK RETURN	9900005410			-7.55
		07	2032187173-17 ITEMS	9900005410			190.08
						INVOICE TOTAL:	3,426.70
L3367512-7/16	07/31/16	01	2032142599-1 ITEM	9900005411		09/13/16	14.82
		02	2032142600-1 ITEM	9900005411			10.06
		03	2032142601-1 ITEM	9900005411			10.06
		04	2032142602-2 ITEMS	9900005411			5.02
		05	2032142603-2 ITEMS	9900005411			29.61
		06	2032142604-1 ITEM	9900005411			10.62
		07	2032142605-3 ITEMS	9900005411			33.55
		08	2032148623-1 ITEM	9900005411			11.74
		09	2032148624-71 ITEMS	9900005411			836.17
		10	2032174435-1 ITEM	9900005411			11.18

INVOICES DUE ON/BEFORE 09/13/2016

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

BAKER	BAKER & TAYLOR						
L3367512-7/16	07/31/16	11	2032174436-1 ITEM	9900005411		09/13/16	11.18
		12	2032174437-1 ITEM	9900005411			6.29
		13	2032174438-1 ITEM	9900005411			15.66
		14	3032174439-1 ITEM	9900005411			10.07
		15	2032174440-1 ITEM	9900005411			10.62
		16	2032174441-4 ITEMS	9900005411			41.08
		17	2032183579-1 ITEM	9900005411			10.04
		18	2032183580-2 ITEMS	9900005411			22.93
		19	2032183581-2 ITEMS	9900005411			13.18
						INVOICE TOTAL:	1,113.88
L4013232-7/16	07/31/16	01	2032117570-1 ITEM	9900005414		09/13/16	16.34
		02	2032117571-1 ITEM	9900005414			24.58
		03	2032117572-1 ITEM	9900005414			28.45
		04	2032127338-2 ITEMS	9900005414			46.42
		05	2032147008-2 ITEMS	9900005414			51.93
		06	2032147009-1 ITEM	9900005414			16.33
		07	2032170038-3 ITEMS	9900005414			96.56
		08	2032170039-1 ITEM	9900005414			24.58
		09	2032170040-2 ITEMS	9900005414			46.41
						INVOICE TOTAL:	351.60
						VENDOR TOTAL:	4,892.18
BATT+	BATTERIES PLUS LLC						
575-379093	08/11/16	01	BATTERIES	1121005399		09/13/16	33.12
						INVOICE TOTAL:	33.12
						VENDOR TOTAL:	33.12
BAYCOM	BAYCOM INC						
EQUIPINV_003604	07/20/16	01	TOUGHBOOK-#2892-06	4122001505		09/13/16	3,316.00
						INVOICE TOTAL:	3,316.00
						VENDOR TOTAL:	3,316.00

INVOICES DUE ON/BEFORE 09/13/2016

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

BEARG	BEAR GRAPHICS						
751851	08/31/16	01	ABSENTEE ENVELOPES	1114305311		09/13/16	292.03
						INVOICE TOTAL:	292.03
						VENDOR TOTAL:	292.03
BEK	BEK SPECIALTIES						
17742	08/22/16	01	DONOR PLATE	9900005211		09/13/16	20.00
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	20.00
BLOOMPD	TOWN OF BLOOMFIELD POLICE DEPT						
WARRANT-VILLA	08/29/16	01	#P411663-0 VILLA,GABRIEL	1112002428		09/13/16	140.00
						INVOICE TOTAL:	140.00
						VENDOR TOTAL:	140.00
BOUND	BOUND TREE MEDICAL LLC						
61478300	02/29/16	01	BATTERIES	1122005810		09/13/16	228.70
						INVOICE TOTAL:	228.70
82230636	08/05/16	01	SAFETY GLASSES	1122005810		09/13/16	3.63
						INVOICE TOTAL:	3.63
82231895	08/08/16	01	EMS SUPPLIES	1122005810		09/13/16	971.83
						INVOICE TOTAL:	971.83
82239239	08/15/16	01	GLOVES,02 REGULATOR	1122005810		09/13/16	212.48
						INVOICE TOTAL:	212.48
82240572	08/16/16	01	O2 CYLINDERS	1122005810		09/13/16	141.98
						INVOICE TOTAL:	141.98
82249917	08/25/16	01	MEDICAL BAG	1122005810		09/13/16	98.99
						INVOICE TOTAL:	98.99
						VENDOR TOTAL:	1,657.61

INVOICES DUE ON/BEFORE 09/13/2016

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

BRIER	LORRAINE BRIERE						
MILEAGE 8/16	08/31/16	01	AUG MILEAGE-45 MILES	1115105399		09/13/16	24.30
						INVOICE TOTAL:	24.30
						VENDOR TOTAL:	24.30
BROWN	BROWNELLS INC						
12907859	08/18/16	01	GUN KIT,AMMO	1121005342		09/13/16	83.17
						INVOICE TOTAL:	83.17
						VENDOR TOTAL:	83.17
BSL	BADGER STATE INDUSTRIES						
305056	08/23/16	01	TP,PAPER TOWELS	1151105240		09/13/16	74.83
		02	TP,TRASH BAGS,PAPER TOWELS	1116105350			223.29
						INVOICE TOTAL:	298.12
						VENDOR TOTAL:	298.12
BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-347728	08/23/16	01	HEADLAMP-#2821	1122005351		09/13/16	8.79
						INVOICE TOTAL:	8.79
						VENDOR TOTAL:	8.79
BURLGL	BURLINGTON GLASS INC						
168356	08/10/16	01	DONATED BENCH PLATE	9900005211		09/13/16	49.95
						INVOICE TOTAL:	49.95
						VENDOR TOTAL:	49.95
CDW	CDW GOVERNMENT INC						
DVX5179	08/02/16	01	BATTERY-CH 25 PLAYBACK	1115105450		09/13/16	52.23
						INVOICE TOTAL:	52.23
DZZ4316	08/16/16	01	MONITOR CORDS,USB CABLES	1121005262		09/13/16	27.48
						INVOICE TOTAL:	27.48

INVOICES DUE ON/BEFORE 09/13/2016

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

CDW	CDW GOVERNMENT INC						
FBC2472	08/17/16	01	ACRO SOFTWARE	1121005305		09/13/16	362.41
						INVOICE TOTAL:	362.41
FBJ2811	08/18/16	01	USB SWITCH	1121005262		09/13/16	46.56
						INVOICE TOTAL:	46.56
FBX8159	08/22/16	01	CASH RECEIPT PAPER ROLLS	1116105310		09/13/16	82.63
						INVOICE TOTAL:	82.63
FCG0754	08/22/16	01	TWO HP COMPUTERS	4116101502		09/13/16	1,070.28
						INVOICE TOTAL:	1,070.28
FCQ7506	08/24/16	01	3 HARD DRIVES-SERVER	4116101502		09/13/16	876.33
						INVOICE TOTAL:	876.33
						VENDOR TOTAL:	2,517.92
CHICA	CHICAGO TITLE COMPANY						
WA-6961	DRAW #6 FEE	08/16/16	01	ESCROW SVC-DRAW 6	3430005214	09/13/16	100.00
						INVOICE TOTAL:	100.00
WA-6961	DRAW #7 FEE	09/02/16	01	ESCROW SVC-DRAW 7	3430005214	09/13/16	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	200.00
CHIEF	CHIEF LAW ENFORCEMENT SUPPLY						
207683	08/22/16	01	PLASTIC BADGES	1121005316		09/13/16	781.49
						INVOICE TOTAL:	781.49
						VENDOR TOTAL:	781.49
CINTAS	CINTAS CORP						
0F36570722	07/22/16	01	FIRE INSPECTION	9900005360		09/13/16	240.00
						INVOICE TOTAL:	240.00

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
CINTAS CINTAS CORP							
5005765458	08/26/16	01	WIPES,EYE WASH,ITCH SPRAY	1132105390		09/13/16	34.33
						INVOICE TOTAL:	34.33
						VENDOR TOTAL:	274.33
COMPL COMPLETE OFFICE OF WISCONSIN							
620682	07/28/16	01	STAPLER,FLAGS,PAPER FSTNRS	1121005310		09/13/16	40.16
						INVOICE TOTAL:	40.16
						VENDOR TOTAL:	40.16
D&K D&K SERVICES							
2016183	08/26/16	01	SEWER RODDING	1116105240		09/13/16	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
DUNN DUNN LUMBER & TRUE VALUE							
654353	07/29/16	01	MASKING TAPE	9900005350		09/13/16	7.99
						INVOICE TOTAL:	7.99
655353	08/06/16	01	TRASH CANS-PARKING SIGNS	1121005342		09/13/16	19.98
						INVOICE TOTAL:	19.98
655482	08/08/16	01	LIGHT BULBS	4800005350		09/13/16	9.99
						INVOICE TOTAL:	9.99
655617	08/09/16	01	LIGHT BULBS	9900005350		09/13/16	35.94
		02	DISCOUNT	9900004819			-3.59
						INVOICE TOTAL:	32.35
655796	08/10/16	01	PAINT,BRUSH	4800005350		09/13/16	15.98
		02	GRASS SEED	4800005362			27.98
						INVOICE TOTAL:	43.96

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN	DUNN LUMBER & TRUE VALUE						
655874	08/10/16	01	SEALER/FLOOR WAX	1122005350		09/13/16	24.99
		02	DISCOUNT	1100004819			-1.25
						INVOICE TOTAL:	23.74
656027	08/11/16	01	PUSH BROOM	1122005350		09/13/16	65.98
		02	DISCOUNT	1100004819			-3.30
						INVOICE TOTAL:	62.68
656163	08/12/16	01	COUPLERS-AIR LINE	1122005350		09/13/16	21.97
		02	DISCOUNT	1100004819			-1.10
						INVOICE TOTAL:	20.87
656177	08/12/16	01	CABLE TIES-METER BAGS	1121005342		09/13/16	19.98
		02	DISCOUNT	1100004819			-1.00
						INVOICE TOTAL:	18.98
656746	08/18/16	01	HOSE NOZZLES, COUPLINGS	4055205350		09/13/16	28.56
		02	DISCOUNT	1100004819			-1.43
						INVOICE TOTAL:	27.13
656885	08/19/16	01	CIRCUIT BREAKER-FI PARK	1152005352		09/13/16	18.98
						INVOICE TOTAL:	18.98
656904	08/19/16	01	LITE BULBS	1152005350		09/13/16	9.99
		02	DISCOUNT	1100004819			-0.50
						INVOICE TOTAL:	9.49
656950	08/19/16	01	NUTS&BOLTS	4800005340		09/13/16	5.90
						INVOICE TOTAL:	5.90
657277	08/23/16	01	CONCRETE-NORTH ST BASIN	1132155450		09/13/16	7.58
						INVOICE TOTAL:	7.58
657279	08/23/16	01	ELEC BOX LOCK-LIB PK	1152005352		09/13/16	7.49

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN	DUNN LUMBER & TRUE VALUE						
657279	08/23/16	02	DISCOUNT	1100004819		09/13/16	-0.37
						INVOICE TOTAL:	7.12
657338	08/23/16	01	BRASS BOLT-TOILET FIX	4055105350		09/13/16	3.79
		02	DISCOUNT	1100004819			-0.19
						INVOICE TOTAL:	3.60
657352	08/23/16	01	PAINT-BENCH FIX	1122005350		09/13/16	5.49
		02	DISCOUNT	1100004819			-0.27
						INVOICE TOTAL:	5.22
657409	08/24/16	01	CONCRETE MIX	4800005420		09/13/16	31.45
						INVOICE TOTAL:	31.45
657420	08/24/16	01	LIGHT PHOTO CONTROL-COBB PARK	1152005352		09/13/16	12.95
		02	DISCOUNT	1100004819			-0.65
						INVOICE TOTAL:	12.30
657539	08/25/16	01	SHOVELS-3	4800005362		09/13/16	46.97
						INVOICE TOTAL:	46.97
657628	08/25/16	01	SIDING WASH,HOSE,CLAMPS-COBB	1152005241		09/13/16	16.96
		02	DISCOUNT	1100004819			-0.85
						INVOICE TOTAL:	16.11
657973	08/29/16	01	MARKING PAINT	1152005352		09/13/16	5.79
		02	DISCOUNT	1100004819			-0.29
						INVOICE TOTAL:	5.50
658169	08/30/16	01	MENDING PLATES-SIGNS	1134105375		09/13/16	22.74
		02	DISCOUNT	1100004819			-1.14
						INVOICE TOTAL:	21.60
658244	08/30/16	01	TRASH BAGS,BLEACH,FILTERS	4055105350		09/13/16	41.67

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN DUNN LUMBER & TRUE VALUE							
658244	08/30/16	02	DISCOUNT	1100004819		09/13/16	-0.60
						INVOICE TOTAL:	41.07
658267	08/31/16	01	ANTI-FREEZE	4800005340		09/13/16	14.49
						INVOICE TOTAL:	14.49
658541	09/02/16	01	WATER HOSE SPLICER,CLAMP	4800005362		09/13/16	3.96
						INVOICE TOTAL:	3.96
658623	09/02/16	01	O-RINGS-FLUSHERS	1116105350		09/13/16	1.78
						INVOICE TOTAL:	1.78
658905	09/07/16	01	GRINDING WHEEL	1132105340		09/13/16	18.49
		02	DISCOUNT	1100004819			-0.92
						INVOICE TOTAL:	17.57
658929	09/07/16	01	DECK BRUSH W/HANDLE	1132135430		09/13/16	14.98
		02	DISCOUNT	1100004819			-0.75
						INVOICE TOTAL:	14.23
K55397	08/07/16	01	TRASH CANS-PARKING SIGNS	1121005342		09/13/16	19.98
						INVOICE TOTAL:	19.98
K55406	08/07/16	01	ADHESIVE	1121005399		09/13/16	5.49
		02	DISCOUNT	1100004819			-0.27
						INVOICE TOTAL:	5.22
						VENDOR TOTAL:	577.79
DUO DUO SAFETY LADDER CORPORATION							
447222	12/23/14	01	RUNG REAMER TOOL RETURN	1122005351		03/16/16	-126.00
		02	REFUND CK RECD-TOOL RETURN	1122005351			126.00
						INVOICE TOTAL:	0.00
						VENDOR TOTAL:	0.00

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
EAM EMERGENCY APPARATUS MAINT							
87963	07/29/16	01	FD TOWER #1 CLAIM-DOOR	1110005245		09/13/16	384.61
						INVOICE TOTAL:	384.61
						VENDOR TOTAL:	384.61
ELKMC CITY OF ELKHORN							
REFUND	08/30/16	01	PRL-ELKHORN REFUND	1100001391		09/13/16	110.00
						INVOICE TOTAL:	110.00
						VENDOR TOTAL:	110.00
EVERM EVERGREEN MIDWEST COMPANY							
426502	07/25/16	01	SCBA FILL REPAIR KIT	1122005340		09/13/16	53.35
						INVOICE TOTAL:	53.35
						VENDOR TOTAL:	53.35
FONTAPD FONTANA POLICE DEPT							
WARRANT-GRANT,PETER	08/17/16	01	#16-1160-PETER GRANT	1112002428		09/13/16	346.80
						INVOICE TOTAL:	346.80
						VENDOR TOTAL:	346.80
FORD FORD OF LAKE GENEVA							
53765	08/05/16	01	ALL BRAKES,PS PUMP,A/C COMP	4122008063		09/13/16	4,163.35
						INVOICE TOTAL:	4,163.35
53824	08/05/16	01	OIL,FILTER CHG-CAR #1	1122005240		09/13/16	23.42
						INVOICE TOTAL:	23.42
53863	08/10/16	01	AUTO EJECT,FUEL CAP-NEW AMB	4122008063		09/13/16	328.96
						INVOICE TOTAL:	328.96
53883	08/09/16	01	WATER PUMP FIX-CAR #4	1122005240		09/13/16	296.54
						INVOICE TOTAL:	296.54

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
FORD FORD OF LAKE GENEVA							
54004	08/17/16	01	OIL,FILTER CHG,4 TIRES-#200	1121005361		09/13/16	206.67
						INVOICE TOTAL:	206.67
54026	08/19/16	01	OIL,FILTER CHG-#208	1121005361		09/13/16	30.95
						INVOICE TOTAL:	30.95
						VENDOR TOTAL:	5,049.89
FULL FULL COMPASS SYSTEMS LTD							
INC00232717	08/08/16	01	RECORDER,MIC,ADAPTOR	1121005380		09/13/16	526.58
						INVOICE TOTAL:	526.58
						VENDOR TOTAL:	526.58
GALLS GALLS LLC							
5787789	07/28/16	01	BIKE SHIRTS	1121005139		09/13/16	193.35
						INVOICE TOTAL:	193.35
5847387	08/08/16	01	SAFETY VEST,RAINCOAT	1121005139		09/13/16	62.05
						INVOICE TOTAL:	62.05
5876218	08/12/16	01	SAFETY VEST	1121005139		09/13/16	34.15
						INVOICE TOTAL:	34.15
5885382	08/15/16	01	SAFETY VEST	1121005139		09/13/16	34.15
						INVOICE TOTAL:	34.15
						VENDOR TOTAL:	323.70
GATEWAY GATEWAY TECHNICAL COLLEGE							
21596	07/27/16	01	TRAINING CLASS-TIETZ	1121005410		09/13/16	250.00
						INVOICE TOTAL:	250.00
						VENDOR TOTAL:	250.00
GENAU GENEVA AUTO BODY							

INVOICES DUE ON/BEFORE 09/13/2016

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

GENAU	GENEVA AUTO BODY						
23760	05/23/16	01	2015 SQUAD #203	1121005245		09/13/16	920.69
		02	2015 SQUAD #203	1121005361			1,000.00
						INVOICE TOTAL:	1,920.69
24016	07/26/16	01	2016 SQUAD #205 FIX	1121005361		09/13/16	1,021.05
						INVOICE TOTAL:	1,021.05
						VENDOR TOTAL:	2,941.74
GENERC	GENERAL COMMUNICATIONS INC						
228277	07/26/16	01	RADIO,CABLE,ANTENNA	1129005340		09/13/16	936.00
						INVOICE TOTAL:	936.00
228487	07/28/16	01	REPEATER FIX-DODGE ST	1122005262		09/13/16	250.00
						INVOICE TOTAL:	250.00
						VENDOR TOTAL:	1,186.00
GENOAM	GENOA CITY MUNICIPAL COURT						
953	08/12/16	01	BEACH TESTING-MAY	4054105362		09/13/16	120.00
						INVOICE TOTAL:	120.00
954	08/12/16	01	BEACH TESTING-JUN	4054105362		09/13/16	240.00
						INVOICE TOTAL:	240.00
958	08/12/16	01	BEACH TESTING-JUL	4054105362		09/13/16	240.00
						INVOICE TOTAL:	240.00
						VENDOR TOTAL:	600.00
GENON	GENEVA ONLINE INC						
1032967	08/01/16	01	EMAIL SVC-AUG	1121005221		09/13/16	39.00
						INVOICE TOTAL:	39.00
						VENDOR TOTAL:	39.00

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

GLPLU	GENEVA LAKE PLUMBING CO						
11907	08/29/16	01	NEW FAUCETS & INSTALL	4055105350		09/13/16	1,272.94
						INVOICE TOTAL:	1,272.94
						VENDOR TOTAL:	1,272.94
GRAIN	GRAINGER						
9188464839	08/05/16	01	LOCKER LOCKS	9900005350		09/13/16	30.75
						INVOICE TOTAL:	30.75
						VENDOR TOTAL:	30.75
HALVE	HALVERSON OVERHEAD DOOR CO						
1191	07/30/16	01	GARAGE DOOR FIX-FD	1122005240		09/13/16	1,000.00
		02	GARAGE DOOR FIX-FD	1110005245			2,123.00
						INVOICE TOTAL:	3,123.00
1297	08/16/16	01	GARAGE DOOR FIX-PHOTO EYES	1122005240		09/13/16	471.50
						INVOICE TOTAL:	471.50
1298	08/16/16	01	COIL CORD FIX-DOOR #1	1122005360		09/13/16	117.00
						INVOICE TOTAL:	117.00
1325	08/21/16	01	OVERHEAD DOOR #4 FIX	1132105360		09/13/16	106.50
						INVOICE TOTAL:	106.50
						VENDOR TOTAL:	3,818.00
HEIN	HEIN ELECTRIC SUPPLY CO						
272872-00	08/25/16	01	LITE-BOAT LAUNCH	1134105261		09/13/16	264.00
						INVOICE TOTAL:	264.00
						VENDOR TOTAL:	264.00
HENRYS	HENRY SCHEIN INC						
32520866	07/19/16	01	GLOVES	1121005380		09/13/16	382.80
						INVOICE TOTAL:	382.80
						VENDOR TOTAL:	382.80

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

HESTA	HE STARK AGENCY INC						
6089	PARK-8/16	08/31/16	01 COLLECTION FEES-AUG	4234505216		09/13/16	189.09
						INVOICE TOTAL:	189.09
						VENDOR TOTAL:	189.09
HOME	HOME DEPOT CREDIT SERVICES						
5297	-8/16	08/21/16	01 3 SISTERS FOUNTAIN PUMP	1152005227		09/13/16	100.20
			02 GLASS CLEANER, DRIP PAN	1116105350			37.37
						INVOICE TOTAL:	137.57
						VENDOR TOTAL:	137.57
IDVIL	IDVILLE						
3078992		07/06/16	01 BADGE CARD STOCK	1121005310		09/13/16	38.00
						INVOICE TOTAL:	38.00
						VENDOR TOTAL:	38.00
INITIAL	INITIAL DESIGNS						
5420		07/27/16	01 OFFICER T-SHIRTS	1122005138		09/13/16	224.00
						INVOICE TOTAL:	224.00
5483		08/19/16	01 UNIF-PETERS, DIGITIZE BADGES	1122005138		09/13/16	136.48
						INVOICE TOTAL:	136.48
5507		08/31/16	01 UNIF SHIRTS-OPPER, DETKOWSKI	1122005138		09/13/16	354.00
						INVOICE TOTAL:	354.00
						VENDOR TOTAL:	714.48
ITU	ITU ABSORB TECH INC						
6629730		07/29/16	01 MATS	1122005360		09/13/16	115.95
						INVOICE TOTAL:	115.95
6645730		08/26/16	01 MATS	1122005360		09/13/16	115.95
						INVOICE TOTAL:	115.95

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

ITU	ITU ABSORB TECH INC						
6645731	08/26/16	01	MATS,RAGS	1132105360		09/13/16	78.61
						INVOICE TOTAL:	78.61
6645732	08/26/16	01	MATS	1116105360		09/13/16	75.18
						INVOICE TOTAL:	75.18
						VENDOR TOTAL:	385.69
JAMES	JAMES IMAGING SYSTEMS INC						
694436	08/16/16	01	TOSH ES3555-AUG OVERAGE	1121005531		09/13/16	127.74
						INVOICE TOTAL:	127.74
694437	08/16/16	01	TOSH ES357-AUG OVERAGE	1121005531		09/13/16	65.25
						INVOICE TOTAL:	65.25
						VENDOR TOTAL:	192.99
JAMESI	JAMES IMAGING SYSTEMS INC						
19130466	07/27/16	01	TOSH ES2540-AUG	9900005532		09/13/16	321.93
		02	TOSH ES2540-COLOR OVERAGE	9900005532			174.85
		03	TOSH ES2540-LATE CHG	9900005532			32.19
						INVOICE TOTAL:	528.97
						VENDOR TOTAL:	528.97
JANIK	JANI-KING OF MILWAUKEE						
MIL09160413	09/01/16	01	CLEANING-SEP	9900005360		09/13/16	1,083.00
						INVOICE TOTAL:	1,083.00
						VENDOR TOTAL:	1,083.00
JEFFE	JEFFERSON FIRE & SAFETY INC						
229475	08/25/16	01	CAP-ENG #1	1122005800		09/13/16	66.61
						INVOICE TOTAL:	66.61
						VENDOR TOTAL:	66.61

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

JERRY	JERRY WILLKOMM INC						
225936	08/17/16	01	1500 GALS GAS	1132105341		09/13/16	3,148.50
						INVOICE TOTAL:	3,148.50
						VENDOR TOTAL:	3,148.50
JOHNS	JOHNS DISPOSAL SERVICE INC						
87709	09/06/16	01	SEP SVC	1136005294		09/13/16	26,786.48
		02	SEP SVC	1136005297			10,955.30
						INVOICE TOTAL:	37,741.78
						VENDOR TOTAL:	37,741.78
JUREW	JUREWICZ, JUDY						
3093	08/26/16	01	SCAG SPINDLE FIX	1152005250		09/13/16	199.02
						INVOICE TOTAL:	199.02
						VENDOR TOTAL:	199.02
KAPUR	KAPUR & ASSOCIATES, INC						
88403	08/18/16	01	JUL ENG	1100001391		09/13/16	36.00
						INVOICE TOTAL:	36.00
88404	08/18/16	01	JUL ENG	4132101508		09/13/16	9,052.00
						INVOICE TOTAL:	9,052.00
88499	08/26/16	01	LOT DESIGN-227 SLS DR	4234505870		09/13/16	2,109.18
						INVOICE TOTAL:	2,109.18
						VENDOR TOTAL:	11,197.18
KENOSC	KENOSHA CIRCUIT COURT						
WARRANT-EDMONDS	09/02/16	01	#EDMONDS,MICHAEL	1112002428		09/13/16	210.50
						INVOICE TOTAL:	210.50
						VENDOR TOTAL:	210.50

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
KUSSM KUSSMAUL ELECTRONICS							
82191	08/12/16	01	AUTO EJECT-NEW AMB	4122008063		09/13/16	305.93
						INVOICE TOTAL:	305.93
						VENDOR TOTAL:	305.93
LABYR LABYRINTH HEALTHCARE GROUP							
29390	08/22/16	01	PATIENT CARE-SEP	1110205132		09/13/16	297.00
						INVOICE TOTAL:	297.00
						VENDOR TOTAL:	297.00
LANGE LANGE ENTERPRISES INC							
58835	08/02/16	01	SIGNS-"POLICE PKNG ONLY"	1121005342		09/13/16	61.06
						INVOICE TOTAL:	61.06
59231	08/29/16	01	"NO PARKING" SIGNS	4055205350		09/13/16	35.80
						INVOICE TOTAL:	35.80
						VENDOR TOTAL:	96.86
LANGU LANGUAGE LINE SERVICES							
3880230	07/31/16	01	INTERPRETER	1121005140		09/13/16	10.18
						INVOICE TOTAL:	10.18
						VENDOR TOTAL:	10.18
LARK LARK UNIFORM OUTFITTERS INC							
226205	08/01/16	01	DISPATCHER BADGES	1121005139		09/13/16	246.85
						INVOICE TOTAL:	246.85
226306	08/02/16	01	UNIFORM-GEE	1121005139		09/13/16	242.70
						INVOICE TOTAL:	242.70
226307	08/02/16	01	UNIFORM-GREETHAM	1121005139		09/13/16	424.60
						INVOICE TOTAL:	424.60

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

LARK	LARK UNIFORM OUTFITTERS INC						
226308	08/02/16	01	JACKETS-RESERVES	1121005139		09/13/16	303.90
						INVOICE TOTAL:	303.90
226919	08/11/16	01	UNIFORM-GREETHAM	1121005139		09/13/16	228.80
						INVOICE TOTAL:	228.80
226920	08/11/16	01	UNIFORM-GEE	1121005139		09/13/16	294.80
						INVOICE TOTAL:	294.80
226926	08/11/16	01	UNIFORM-GRITZNER	1121005138		09/13/16	13.95
						INVOICE TOTAL:	13.95
226978	08/11/16	01	UNIFORM-TIETZ	1121005138		09/13/16	84.95
						INVOICE TOTAL:	84.95
						VENDOR TOTAL:	1,840.55
LARRY	LARRY'S TOWING & RECOVERY						
27617	08/15/16	01	TOWING-TOYOTA	1134105290		09/13/16	525.00
						INVOICE TOTAL:	525.00
27618	08/15/16	01	TOWING-FORD EXPLORER	1134105290		09/13/16	525.00
						INVOICE TOTAL:	525.00
						VENDOR TOTAL:	1,050.00
LASERE	LASER ELECTRIC SUPPLY						
1446862	08/11/16	01	BATTERIES,BULBS	1151105240		09/13/16	75.22
		02	LIGHT BULBS	1116105350			91.71
						INVOICE TOTAL:	166.93
1447445	09/01/16	01	LIGHT BULBS	1152015350		09/13/16	198.00
		02	DISCOUNT	1100004819			-3.96
						INVOICE TOTAL:	194.04
						VENDOR TOTAL:	360.97

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

LGANIM	LAKE GENEVA	ANIMAL HOSPITAL					
468048	08/15/16	01	PICKUP/BOARD 2 LABS	1121005291		09/13/16	42.00
						INVOICE TOTAL:	42.00
						VENDOR TOTAL:	42.00
LGREG	LAKE GENEVA	REGIONAL NEWS					
1170150	07/07/16	01	LN-ORD 16-06 SIDEWALK CAFE	1110005314		09/13/16	35.40
						INVOICE TOTAL:	35.40
1170392	07/07/16	01	LN-6/13 COUNCIL MINUTES	1110005314		09/13/16	512.38
						INVOICE TOTAL:	512.38
1170398	07/07/16	01	LN-6/20 SPECIAL COUNCIL MINS	1110005314		09/13/16	195.44
						INVOICE TOTAL:	195.44
1170993	07/07/16	01	LN-ABSENTEE BALLOT	1100001391		09/13/16	201.54
		02	LN-ABSENTEE BALLOT	1114305311			33.61
						INVOICE TOTAL:	235.15
1171003	07/14/16	01	LN-ZONING TEXT AMEND	1110005314		09/13/16	38.09
						INVOICE TOTAL:	38.09
1171014	07/14/16	01	LN-OAKFIRE	1110005315		09/13/16	42.60
						INVOICE TOTAL:	42.60
1171022	07/14/16	01	LN-OAKFIRE PIP	1110005315		09/13/16	42.60
						INVOICE TOTAL:	42.60
1171024	07/14/16	01	LN-FITTERER PIER	1110005315		09/13/16	42.60
						INVOICE TOTAL:	42.60
1172090	07/21/16	01	LN-6/27 COUNCIL MINUTES	1110005314		09/13/16	354.86
						INVOICE TOTAL:	354.86
1172107	07/14/16	01	H/W COMPTROLLER AD	1115105399		09/13/16	93.00
						INVOICE TOTAL:	93.00

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

LGREG	LAKE GENEVA REGIONAL NEWS						
1172108	07/14/16	01	H/W CODE ENFORCER AD	1124005399		09/13/16	55.80
						INVOICE TOTAL:	55.80
1172843	07/28/16	01	LN-ORD 16-08-PARK GRILLING	1110005314		09/13/16	36.03
						INVOICE TOTAL:	36.03
1173707	07/28/16	01	LN-PUBLIC TEST 8/9/16	1114305311		09/13/16	19.45
		02	LN-PUBLIC TEST 8/9/16	1100001391			116.70
						INVOICE TOTAL:	136.15
1173924	07/28/16	01	MOSQUITO SPRAY NOTICE	1132105342		09/13/16	55.80
						INVOICE TOTAL:	55.80
531-8/16	08/23/16	01	2 YR RENEWAL	9900005412		09/13/16	105.00
						INVOICE TOTAL:	105.00
						VENDOR TOTAL:	1,980.90
LGUTI	LAKE GENEVA UTILITY						
100 SKYLINE DRIVE	07/28/16	01	100 SKYLINE DRIVE	4500002452		09/13/16	10,140.00
		02	100 SKYLINE DRIVE	4500002453			11,190.00
						INVOICE TOTAL:	21,330.00
1875 GENEVA BAY DR	09/02/16	01	1875 GENEVA BAY DR	4500002453		09/13/16	1,865.00
						INVOICE TOTAL:	1,865.00
448 MANNING WAY	08/30/16	01	448 MANNING WAY	4500002452		09/13/16	1,690.00
		02	448 MANNING WAY	4500002453			1,865.00
						INVOICE TOTAL:	3,555.00
5168	07/31/15	01	2014/15 DIGGERS HOTLINE SHARE	1132155460		09/13/16	5,000.00
						INVOICE TOTAL:	5,000.00
						VENDOR TOTAL:	31,750.00
MALEK	MALEK & ASSOCIATES CONSULTANTS						

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

MALEK	MALEK & ASSOCIATES CONSULTANTS						
5430	06/02/16	01	FA REVIEW-SHOPS ON 50	1122005750		09/13/16	412.50
						INVOICE TOTAL:	412.50
5461	07/28/16	01	FA REVIEW-GENEVA RIDGE	1122005750		09/13/16	262.50
						INVOICE TOTAL:	262.50
5462	07/28/16	01	CHEMICAL PLAN RVW-NOODLES	1122005750		09/13/16	225.00
						INVOICE TOTAL:	225.00
5463	07/28/16	01	CHEMICAL PLAN RVW-QDOBA	1122005750		09/13/16	225.00
						INVOICE TOTAL:	225.00
5464	07/28/16	01	PLAN REVIEW-NOODLES	1122005750		09/13/16	200.00
						INVOICE TOTAL:	200.00
5465	07/28/16	01	PLAN RVW-SW PRAIRIE #9,#12,#13	1122005750		09/13/16	1,410.00
						INVOICE TOTAL:	1,410.00
5478	08/17/16	01	FA REV-NOODLES	1122005750		09/13/16	375.00
						INVOICE TOTAL:	375.00
5479	08/23/16	01	CHEMICAL REV-QDOBA	1122005750		09/13/16	225.00
						INVOICE TOTAL:	225.00
5483	08/25/16	01	CHEMICAL REV-NOODLES	1122005750		09/13/16	225.00
						INVOICE TOTAL:	225.00
5484	08/26/16	01	FA REV-QDOBA	1122005750		09/13/16	330.00
						INVOICE TOTAL:	330.00
						VENDOR TOTAL:	3,890.00
MAPLE	MAPLE PARK HOMEOWNERS ASSOC						
REFUND 8/16	09/08/16	01	SEC DEP-BARRICADES 6/25/16	1100002353		09/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00

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MARTIN	MARTIN GROUP						
1201747	08/20/16	01	KONICA 20-AUG	1121005531		09/13/16	12.65
						INVOICE TOTAL:	12.65
1202225	08/25/16	01	KONICA C35-AUG	1122005340		09/13/16	41.01
		02	KONICA C35-JUL Overage	1122005340			210.40
						INVOICE TOTAL:	251.41
						VENDOR TOTAL:	264.06
MIDST	MIDSTATE EQUIPMENT						
D88543	08/23/16	01	FRT YOKE,U JOINT-JD #2750	1132105351		09/13/16	264.89
						INVOICE TOTAL:	264.89
						VENDOR TOTAL:	264.89
MILLS	MICHAEL MILLS						
REIMB 8/30/16	08/30/16	01	GATEWAY FF TEXTBOOK	1122005412		09/13/16	133.93
						INVOICE TOTAL:	133.93
						VENDOR TOTAL:	133.93
MLIC	SECURIAN FINANCIAL GROUP						
RE090816	09/01/16	01	INV 099002-OCT LIFE INS	1112005134		09/13/16	10.11
		02	INV 099002-OCT LIFE INS	1113005134			34.09
		03	INV 099002-OCT LIFE INS	1114305134			9.14
		04	INV 099002-OCT LIFE INS	4234505134			3.84
		05	INV 099002-OCT LIFE INS	1115105134			44.63
		07	INV 099002-OCT LIFE INS	1124005134			30.79
		12	INV 099009-OCT LIFE INS	1121005134			277.13
		15	INV 099010-OCT LIFE INS	1122005133			66.28
		17	INV 099019-OCT LIFE INS	9900005134			99.13
		20	INV 099044-OCT LIFE INS	4234505134			23.06
		24	INV 099052-OCT LIFE INS	1132105134			131.56
		25	INV 099052-OCT LIFE INS	1116105134			20.86

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MLIC	SECURIAN FINANCIAL GROUP						
RE090816	09/01/16	26	INV 099016-OCT LIFE INS	4800005134		09/13/16	30.28
		27	OCT LIFE INS	1110005133			141.82
		28	OCT LIFE INS	1100002134			938.97
		29	INV 099002-OCT LIFE INS	1114205134			24.41
						INVOICE TOTAL:	1,886.10
						VENDOR TOTAL:	1,886.10
MUNIC	MUNICIPAL SERVICES LLC						
201643	09/02/16	01	AUG SVCS	1124005219		09/13/16	228.00
						INVOICE TOTAL:	228.00
						VENDOR TOTAL:	228.00
NEOPO	NEOPOST USA INC						
14935985	08/23/16	01	METER INK	1116105532		09/13/16	162.00
						INVOICE TOTAL:	162.00
						VENDOR TOTAL:	162.00
NEW	NEW PIG CORPORATION						
21993506	08/03/16	01	HAZMAT SOCKS/SPILL POOL	1122005800		09/13/16	403.26
						INVOICE TOTAL:	403.26
						VENDOR TOTAL:	403.26
NORTH	NORTHWIND PERENNIAL FARM						
7060	08/17/16	01	GARDEN CARE-AUG	9900005360		09/13/16	157.50
						INVOICE TOTAL:	157.50
						VENDOR TOTAL:	157.50
OFFICM	OFFICEMAX INC						
697284	08/16/16	01	INK,PENS,TAPE,HILITERS	1132105340		09/13/16	112.08
						INVOICE TOTAL:	112.08
						VENDOR TOTAL:	112.08

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OFFICP OFFICE PRO INC							
227113-001	06/30/16	01	TABLECOVERS,NAME TAGS,TAPE	9900005310		09/13/16	122.05
						INVOICE TOTAL:	122.05
230655-001	08/11/16	01	PLANNER,HAND SOAP	9900005310		09/13/16	32.06
						INVOICE TOTAL:	32.06
232457-001	08/31/16	01	POST-IT NOTES	1116105310		09/13/16	30.50
						INVOICE TOTAL:	30.50
						VENDOR TOTAL:	184.61
OTTER OTTER SALES & SERVICE INC							
P164630	08/23/16	01	BEARING,SPACER-RHINO	1152005250		09/13/16	10.20
						INVOICE TOTAL:	10.20
P164754	08/29/16	01	CAM SENSOR-BUCKET TRUCK	1132105351		09/13/16	81.18
						INVOICE TOTAL:	81.18
						VENDOR TOTAL:	91.38
PARAT PARATECH AMBULANCE SERVICE							
23571	08/08/16	01	CPR CARDS-31	1122005610		09/13/16	217.00
						INVOICE TOTAL:	217.00
						VENDOR TOTAL:	217.00
PAYNE PAYNE & DOLAN INC							
DRAW 3-2016	08/19/16	01	DRAW 3	4132101508		09/13/16	42,612.30
						INVOICE TOTAL:	42,612.30
						VENDOR TOTAL:	42,612.30
PCL PETTY CASH - LIBRARY							
AUG 2016	08/31/16	01	GREETING CARDS	9900005211		09/13/16	11.60

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PCL	PETTY CASH - LIBRARY						
AUG 2016	08/31/16	02	USPS-SALINA,KS	9900005312		09/13/16	2.48
		03	USPS-GREELEY,CO	9900005312			2.94
		04	USPS-STAMPS	9900005312			18.80
		05	USPS-STAMPS/CIRC NOTICES	9900005312			18.80
		06	USPS-STAMPS,POSTAGE-CHARLOTTE	9900005312			11.88
						INVOICE TOTAL:	66.50
						VENDOR TOTAL:	66.50
PETER	ANDREA PETERSON						
REIMB 8/29/16	08/29/16	01	BITTNER-SALE	9900005211		09/13/16	2.00
		02	POTBELLY-SANDWICHES,SODA	9900005211			66.83
						INVOICE TOTAL:	68.83
						VENDOR TOTAL:	68.83
PETES	PETE'S TIRE ELKHORN LLC						
43805	08/23/16	01	ALIGNMENT/TIRES-AMB 3	4122008063		09/13/16	632.56
						INVOICE TOTAL:	632.56
						VENDOR TOTAL:	632.56
PFI	PFI FASHIONS INC						
229878	08/09/16	01	UNIFORM-BONK	1121005138		09/13/16	326.70
						INVOICE TOTAL:	326.70
						VENDOR TOTAL:	326.70
PIRAN	PIRANHA PAPER SHREDDING LLC						
12490080816	08/08/16	01	SHREDDING SVC-AUG	1121005531		09/13/16	35.00
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
QUILL	QUILL CORPORATION						

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

QUILL	QUILL CORPORATION						
7741011	07/27/16	01	USB DRIVES,DYMO LABELS	1121005310		09/13/16	123.83
		02	LABELWRITER,LABELS	1129005310			123.97
						INVOICE TOTAL:	247.80
7980500	08/04/16	01	RUBBER BANDS	1121005310		09/13/16	10.19
						INVOICE TOTAL:	10.19
7981050	08/04/16	01	PHONE CORDS,FILES,PENS	1121005310		09/13/16	106.09
						INVOICE TOTAL:	106.09
8354044	08/17/16	01	STAPLER,CD ENVELOPES	1121005310		09/13/16	82.94
						INVOICE TOTAL:	82.94
8478047	08/22/16	01	DVDS,STAPLES	1121005310		09/13/16	106.45
						INVOICE TOTAL:	106.45
8681037	08/29/16	01	PRINTER INK	1114205310		09/13/16	51.99
						INVOICE TOTAL:	51.99
						VENDOR TOTAL:	605.46
RED	RED THE UNIFORM TAILOR						
B200849	08/04/16	01	UNIFORM-PD PATCHES	1121005139		09/13/16	28.00
						INVOICE TOTAL:	28.00
B200849A	08/19/16	01	PD PATCHES	1121005139		09/13/16	23.00
						INVOICE TOTAL:	23.00
W63692A	07/28/16	01	BADGES-CHIEF	1122005138		09/13/16	181.74
						INVOICE TOTAL:	181.74
W63721	07/28/16	01	UNIF SHIRT-CARROLL	1122005138		09/13/16	62.24
						INVOICE TOTAL:	62.24
						VENDOR TOTAL:	294.98

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RHYME RHYME BUSINESS PRODUCTS							
AR89018	08/25/16	01	SHARP-AUG B&W	1116105531		09/13/16	75.24
		02	SHARP-AUG COLOR	1116105531			77.29
						INVOICE TOTAL:	152.53
						VENDOR TOTAL:	152.53
ROBER KEN ROBERS							
MILEAGE 8/16	08/31/16	01	AUG-235 MILES	1124005330		09/13/16	123.00
						INVOICE TOTAL:	123.00
						VENDOR TOTAL:	123.00
ROBERT ROBERT STEWART EXCAVATING INC							
22690	08/25/16	01	DEMOLITION-227 SLSD	4234505870		09/13/16	12,500.00
						INVOICE TOTAL:	12,500.00
						VENDOR TOTAL:	12,500.00
ROTE ROTE OIL COMPANY							
1623600003	08/23/16	01	846.69 GALS DYED DIESEL	1132105341		09/13/16	1,565.53
						INVOICE TOTAL:	1,565.53
1623600004	08/23/16	01	635.81 GALS CLEAR DIESEL	1132105341		09/13/16	1,372.73
						INVOICE TOTAL:	1,372.73
						VENDOR TOTAL:	2,938.26
RPMS RPM'S LLC							
080816	08/08/16	01	EXHAUST FIX-NEW AMB	4122008063		09/13/16	40.00
						INVOICE TOTAL:	40.00
8/29/16	08/29/16	01	MUFFLER FIX-AMB 2	1122005240		09/13/16	145.00
						INVOICE TOTAL:	145.00
						VENDOR TOTAL:	185.00

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RRB	RRB CYCLES						
361077	08/11/16	01	BIKE BRAKE CABLE	1121005361		09/13/16	16.00
						INVOICE TOTAL:	16.00
361093	08/22/16	01	BRAKE CABLE,ADJUST BEARINGS	1121005361		09/13/16	25.00
						INVOICE TOTAL:	25.00
						VENDOR TOTAL:	41.00
SIGNA	SIGNATURE SIGNS LLC						
4929	08/18/16	01	LETTERING-SQUAD #205	1121005361		09/13/16	45.00
						INVOICE TOTAL:	45.00
						VENDOR TOTAL:	45.00
SOMAR	SOMAR TEK LLC/SOMAR ENTERPRISE						
99826	07/12/16	01	UNIFORM-WARD	1121005138		09/13/16	108.97
						INVOICE TOTAL:	108.97
99834	07/15/16	01	UNIFORM-DERRICK	1121005138		09/13/16	170.00
						INVOICE TOTAL:	170.00
99861	08/01/16	01	UNIFORM-WARD	1121005138		09/13/16	75.00
						INVOICE TOTAL:	75.00
99869	08/03/16	01	GUN LIGHTS-LEFT HAND	1121005139		09/13/16	367.00
						INVOICE TOTAL:	367.00
						VENDOR TOTAL:	720.97
STANA	STANARD & ASSOCIATES INC						
SA000032039	07/28/16	01	PERSONALITY EVALUATION	1121005411		09/13/16	395.00
						INVOICE TOTAL:	395.00
						VENDOR TOTAL:	395.00
STRYK	STRYKER SALES CORPORATION						

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STRYK STRYKER SALES CORPORATION							
1998607	08/22/16	01	COT,STAIR CHAIR-AMB 3	4122008063		09/13/16	19,162.00
						INVOICE TOTAL:	19,162.00
						VENDOR TOTAL:	19,162.00
SUPPLY THE SUPPLY CORPORATION							
64792-IN	08/15/16	01	HAND SOAP	1152005350		09/13/16	263.40
						INVOICE TOTAL:	263.40
64896-IN	09/01/16	01	HAND SOAP	1152005350		09/13/16	263.40
						INVOICE TOTAL:	263.40
						VENDOR TOTAL:	526.80
T0001301 ELIZABETH BUCZKOWSKI							
REFUND	08/29/16	01	BUCZKOWSKI-SEC DEP 8/27/16	4055102353		09/13/16	1,000.00
		02	BUCZKOWSKI-SETUP,GUARD 8/27/16	4055104674			-342.13
						INVOICE TOTAL:	657.87
						VENDOR TOTAL:	657.87
T0001302 KELLY AND DAN FRANCOIS							
REFUND	08/19/16	01	FRANCOIS-BARR 8/13/16	1100002353		09/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
T0001303 DR. DANIEL MARSH							
REFUND	08/25/16	01	MARSH-SEC DEP 7/22/17	4055102353		09/13/16	1,000.00
		02	MARSH-CANCEL FEE 7/22/17	4055104674			-100.00
						INVOICE TOTAL:	900.00
						VENDOR TOTAL:	900.00
T0001304 GINA MARIE PHILLIPS							

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T0001304 GINA MARIE PHILLIPS							
REFUND	08/18/16	01	CIT B971277-6 REFUND	1112004510		09/13/16	124.00
						INVOICE TOTAL:	124.00
						VENDOR TOTAL:	124.00
T0001305 ANGEL REJON							
REFUND	08/24/16	01	REJON-SEC DEP 8/20/16	4055102353		09/13/16	1,000.00
		02	REJON-SETUP,SEC GRD 8/20/16	4055104674			-389.50
						INVOICE TOTAL:	610.50
						VENDOR TOTAL:	610.50
T0001306 JOSE LUIS CASTRO SANDOVAL							
REFUND	08/23/16	01	CIT D271562-4 REFUND	1112004510		09/13/16	98.80
						INVOICE TOTAL:	98.80
						VENDOR TOTAL:	98.80
T0001307 CALLIE BRETTHAUER							
REFUND	09/05/16	01	BRETTHAUER-SEC DEP 9/4/16	4055102353		09/13/16	1,000.00
		02	BRETTHAUER-SETUP,SEC GD 9/4/16	4055104674			-371.25
						INVOICE TOTAL:	628.75
						VENDOR TOTAL:	628.75
T0001308 JANET PEREZ							
REFUND	09/04/16	01	PEREZ-SEC DEP 9/3/16	4055102353		09/13/16	1,000.00
		02	PEREZ-SETUP,SEC GRD 9/3/16	4055104674			-389.50
						INVOICE TOTAL:	610.50
						VENDOR TOTAL:	610.50
TASER TASER INTERNATIONAL							
SI1446120	07/27/16	01	TASER BATTERY FIX	1121005410		09/13/16	68.15
						INVOICE TOTAL:	68.15

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TASER	TASER INTERNATIONAL						
SI1449306	08/24/16	01	TASER BATTERY	1121005410		09/13/16	68.15
						INVOICE TOTAL:	68.15
						VENDOR TOTAL:	136.30
TBURL	TOWN OF BURLINGTON						
WARRANT-ANDREA BALL	08/17/16	01	#F/W 08041973 STEPHENS-BALL	1112002428		09/13/16	441.80
						INVOICE TOTAL:	441.80
						VENDOR TOTAL:	441.80
TIME	TIME WARNER CABLE						
10404710897601-8/16	08/14/16	01	INTERNET SVC-AUG	1121005221		09/13/16	209.99
						INVOICE TOTAL:	209.99
						VENDOR TOTAL:	209.99
TRANS	TRANS UNION LLC						
7622149	07/25/16	01	BACKGROUND CHECKS	1121005411		09/13/16	124.56
						INVOICE TOTAL:	124.56
						VENDOR TOTAL:	124.56
TROM	TROMCOM						
22946	08/19/16	01	RADIO INSTALL-AMB 3	4122008063		09/13/16	4,355.63
						INVOICE TOTAL:	4,355.63
						VENDOR TOTAL:	4,355.63
ULTIM	ULTIMATE WINDOW LLC						
791995	08/15/16	01	WINDOW CLEANING	4055105360		09/13/16	750.00
						INVOICE TOTAL:	750.00
						VENDOR TOTAL:	750.00
UNEMP	UNEMPLOYMENT INSURANCE						

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UNEMP UNEMPLOYMENT INSURANCE							
7900757	08/31/16	01	UE-PD	1110005154		09/13/16	1,271.78
						INVOICE TOTAL:	1,271.78
						VENDOR TOTAL:	1,271.78
UNIQ UNIQUE MANAGEMENT SERVICES INC							
431767	08/01/16	01	COLLECTION FEES-JUL	9900005510		09/13/16	35.80
						INVOICE TOTAL:	35.80
						VENDOR TOTAL:	35.80
UNITE UNITED LABORATORIES							
INV163650	08/16/16	01	DESCALER	1152005350		09/13/16	183.45
						INVOICE TOTAL:	183.45
						VENDOR TOTAL:	183.45
UNITOCC UNITED OCC MEDICAL SVC LLC							
190-5	08/03/16	01	PRE-EMPLOY PHYSICALS	1121005411		09/13/16	393.00
						INVOICE TOTAL:	393.00
						VENDOR TOTAL:	393.00
USCELL US CELLULAR							
RE090816	08/12/16	01	HARBORMASTER CELL-AUG	4055105221		09/13/16	16.85
		02	MAYOR'S CELL-AUG	1116105221			128.22
		03	BLDG INSP CELL-AUG	1124005262			53.15
		05	CITY ADMIN CELL-AUG	1116105221			54.47
		07	BEACH CELL-AUG	4054105221			4.20
		08	PARKING MTR 1 CELL-AUG	4234505221			7.55
		09	PARKING MTR 2 CELL-AUG	4234505221			5.15
		10	CITY HALL CELL-AUG	1116105221			11.35
		12	PARKING SUPERVISOR-AUG	4234505221			45.65
		13	CEMETERY CELL-AUG	4800005221			14.60

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USCELL US CELLULAR							
RE090816	08/12/16	14	ST DIRECTOR CELL-AUG	1132105221		09/13/16	51.25
		15	ST FOREMAN CELL-AUG	1132105221			52.15
		16	PARKING MGR CELL-AUG	4234505221			45.65
		17	CITY CLERK CELL-AUG	1116105221			31.25
						INVOICE TOTAL:	521.49
						VENDOR TOTAL:	521.49
VANDE VANDEWALLE & ASSOCIATES INC							
201608010	08/20/16	01	PLANNING-AUG	1100001391		09/13/16	567.00
		02	PLANNING-AUG	1169305212			1,033.50
		03	PLANNING-AUG 227 SLSD	4234505870			54.00
						INVOICE TOTAL:	1,654.50
						VENDOR TOTAL:	1,654.50
VERIZON VERIZON WIRELESS							
9770952447	08/23/16	01	CELL CHGS-AUG	1122005221		09/13/16	268.09
						INVOICE TOTAL:	268.09
						VENDOR TOTAL:	268.09
VINDI VINDICTIVE VINYL							
3250	08/17/16	01	ZONE SIGN	1121005316		09/13/16	129.00
						INVOICE TOTAL:	129.00
						VENDOR TOTAL:	129.00
VON VON BRIESEN & ROPER SC							
10667	08/15/16	01	CONFERENCE CALL	1121005214		09/13/16	46.00
						INVOICE TOTAL:	46.00
						VENDOR TOTAL:	46.00
WALCOT WALWORTH COUNTY TREASURER							

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WALCOT WALWORTH COUNTY TREASURER							
INV 64-246	8/16	08/31/16	01 COURT FINES-AUG 2016	1112002420		09/13/16	2,328.10
						INVOICE TOTAL:	2,328.10
						VENDOR TOTAL:	2,328.10
WASWOS SABRINA WASWO							
MILEAGE	8/16	08/22/16	01 ELECTION DAY-65.2 MI	1114305311		09/13/16	35.20
			02 CLERK'S CONF-288 MI-GRN BAY	1114305330			155.52
						INVOICE TOTAL:	190.72
						VENDOR TOTAL:	190.72
WEDIG WEDIGE RADIATOR & AC INC							
160268		07/21/16	01 A/C FIX-SQUAD #1	1122005240		09/13/16	416.22
						INVOICE TOTAL:	416.22
						VENDOR TOTAL:	416.22
WILAB WI STATE LABORATORY OF HYGIENE							
467914		07/31/16	01 BLOOD DRAW	1121005380		09/13/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
WIRAP WI RAPIDS MUNICIPAL COURT							
WARRANT-BARBER		09/02/16	01 #U9193704-BARBER	1112002428		09/13/16	279.00
						INVOICE TOTAL:	279.00
						VENDOR TOTAL:	279.00
WISC STATE OF WISCONSIN							
INV 64-246	8/16	08/31/16	01 COURT FINES-AUG 2016	1112002424		09/13/16	6,741.74
						INVOICE TOTAL:	6,741.74
						VENDOR TOTAL:	6,741.74

INVOICES DUE ON/BEFORE 09/13/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
RE090816	09/01/16	01	SEP/OCT PAYMENT	1170005760		09/13/16	9,000.00
						INVOICE TOTAL:	9,000.00
						VENDOR TOTAL:	9,000.00
						TOTAL ALL INVOICES:	284,700.36