



FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, SEPTEMBER 26, 2016 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Call to Order by Alderman Kordus
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.
4. Approve the Finance, License and Regulation Committee Meeting minutes of September 12, 2016, as prepared and distributed.
5. **LICENSES & PERMITS**
 - a. Parade Permit Application filed by Badger High School Student Council to use Wisconsin St., Broad St. and Wrigley Dr. for Badger High School Homecoming Parade on October 7, 2016 from 4:45 pm to 5:15 pm with request to waive the \$25 application fee
 - b. Street Use Permit Application filed by Badger High School Student Council to use Wisconsin St., Broad St. and Wrigley Dr. for Badger High School Homecoming Parade on October 7, 2016 from 4:45 pm to 5:15 pm with request to waive the \$25 application fee and the \$40 permit fee
 - c. Fireworks Permit application filed by Badger High School and J & M Displays for the use of fireworks on the Badger High School soccer field, 220 E. South St., on October 7, 2016 between 9:00 pm and 10:00 pm with request to waive the \$50 permit fee *(recommended for approval by the Fire Chief and Police Chief)*
 - d. Street Use Permit application filed by Badger High School for the temporary closure of Highway H from Badger High School to Highway 120 during the Fireworks display only on October 7, 2016 between 9:00 pm and 10:00 pm with request to waive the \$25 application fee, \$40 permit fee, \$20 barricade fee and \$50 barricade security deposit *(recommended for approval by the Fire Chief and Police Chief)*
 - e. Banner Permit application filed by Becky Connelly on behalf of Santa Cause and the Twelve Charities of Christmas to use 6 banner poles starting November 21, 2016 through December 31, 2016 with request to waive the \$240 fee *(applicant spoke with VISIT Lake Geneva and will leave 5 banner poles available for Winterfest banners)*
 - f. Original Class “B” Fermented Malt Beverage & “Class C” Wine License application filed by The Noodle Shop. Co. – Colorado, Inc. d/b/a Noodles & Company, 351 Peller Road, Michael Pittenger, Agent, contingent upon payment of all outstanding liabilities and delinquencies with the City of Lake Geneva and wholesaler invoices, clearance of any Department of Revenue holds, and approved occupancy permit for 351 Peller Road, Lake Geneva
 - g. Temporary Class “B”/“Class B” Retailer’s License application filed by JAMM Family Support, Inc. for the sale of fermented malt beverages and wine at the Riviera Ballroom, 812 Wrigley Dr, Lake Geneva, for a Fall Fundraising Celebration on November 13, 2016 from 5:00 pm to 8:00 pm

- h. Temporary Operator License application filed by Jennifer MacIntyre on behalf of JAMM Family Support, Inc. for the Fall Fundraising Celebration on November 13, 2016 to be held at the Riviera Ballroom, 812 Wrigley Dr
 - i. Renewal of 2016-2017 Operator's (Bartender) License application filed by Christopher Cummings
 - j. Original 2016-2017 Operator's (Bartender) License applications filed by David Cox and Stephanie Pople
6. 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 and continued from September 12, 2016 Council meeting)*
 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 and continued from September 12, 2016 Council meeting)*
 8. Discussion/Recommendation of Hein Electric TIF4 Escrow Draw Request No. 4 for \$3,029.26 *(Continued from September 12, 2016 FLR & Council meeting)*
 9. Discussion/Recommendation on **Resolution 16-R45**, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax) *(Continued from September 12, 2016 Council meeting)*
 10. 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; Continued from September 12, 2016 Council meeting)*
 11. Discussion/Recommendation on establishing "Trick or Treat" hours for the City of Lake Geneva for Sunday, October 30, 2016 from 1:00pm to 4:00pm
 12. Discussion/Recommendation on Breezy Hill TIF 4 Escrow Draw Request No. 1 for \$3,101.83
 13. Discussion/Recommendation of Michael's Signs TIF 4 Escrow Draw Request No. 3 for \$17,190.80
 14. Discussion/Recommendation on **Resolution 16-R47**, a resolution urging the Governor and Legislature to #JustFixItWI and agree upon a sustainable solution for transportation funding
 15. Discussion/Recommendation on Liability, Property, Workman's Compensation insurance renewals and Terrorism Risk Insurance Act policy
 16. Discussion/Recommendation on the First Amendment to the Amended and Restated Development Agreement for Symphony Bay releasing Taylor Morrison as Developer under the Amended Agreement, and accepting Fairwyn SB as Developer in its place
 17. Discussion/Recommendation on Memorandum of Understanding between the Lake Geneva Fire Department and Paratech Ambulance Service, Inc. relating to ambulance back-up to the Town of Geneva *(recommended by Police & Fire Commission on September 8, 2016)*
 18. Discussion/Recommendation on elimination of the Assistant Director of Public Works position, reclassify the Working Foreman position to Street Superintendent, and create a Street Lead position with the corresponding elimination of one Heavy Equipment Operator position including organizational chart change *(recommended by Personnel Committee on September 21, 2016)*

19. Presentation of Accounts

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$7,127.56
- c. Regular Bills in the amount of \$121,726.61

20. 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.

9/23/2016 5:35pm

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

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, SEPTEMBER 12, 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 to be limited to 5 minutes.

Jeff Nethery, works for the City of Lake Geneva and lives at N7548 Cardinal Drive in Elkhorn, spoke regarding the employee health plan. He gave examples of how employees are lowering health care costs for the city. He asked for another year of evaluation to solidify the fact that what is being done is the right thing for the city and the employees.

Mary Jo Fesenmaier, 955 George Street, applauded the Council for being willing to lobby our state legislature to fix statutes that are inequitable and disserve the community. She asked for more conversation on the premier resort area tax before the referendum is scheduled. She hopes the duties of the committees are put in ordinance form so people know their duties. Lastly, she thought it would be difficult for the citizens to keep track of some of the potential meeting changes. She asked for that particular item to be tabled.

Rita Moore, 721 Ann Street, stated she is a Dispatcher for the City of Lake Geneva. She asked the council to take into account the employees before stripping them of more benefits and not giving them anything back.

Jo Busch, 6343 First Avenue, spoke on the health insurance. She asked the council to give the changes that have been implemented over the past two years time to take effect. She stated forcing employees with families to pay 15% is singling out those with families whose incomes are often stretched the most. She noted the spousal surcharge is understandable but she would like more time since we are seeing good results. She gave examples of other municipalities who cover insurance for their employees. She requested more affordable insurance options be explored. Ms. Busch noted an employee who could not attend pointed out that if the family premium share and spousal surcharge are implemented, the yearly cost would be \$4,200 which comes to a \$2.02 per hour deduction in pay.

Pete Peterson, 1601 Evergreen Lane, spoke about waiving fees for the Chamber of Commerce and the BID. He doesn't feel fees should be waived for profitable organizations. He doesn't feel the citizens should have to support this. He would be ok with fees being waived for charitable organizations that benefit the majority of people. He also noted if a very serious situation is being commented on, he feels a committee member should be able to change the amount of time allowed for that person to speak.

Sean Payne, 127 Sumner in Genoa City, stated he is a member of the Business Improvement District and is on the board. He doesn't think people understand what they do. They do have an annual budget. They try to help the downtown area. He feels the city should give the Police what they are asking for as it is a very difficult job.

Marilyn Kolb, 351 W Laurie Street, is concerned with health care premiums that are going to be evaluated and voted on. She is not sure the council fully understands what it could entail if passed. Family coverage could be \$214 a month, if you have a spouse that can get insurance it is another \$131 a month, if you fail the HealthCheck 360 it is an additional \$131 a month, and if your spouse fails it is another \$131 a month. She wants the council to be clear on the fact that if someone were to get dinged on all of those that would be \$607 a month out of their pocket. There is no compensation at the other end and is a bill that never goes away. She would like the council to think about that when they are passing these resolutions and coming to decisions.

Erin Thornburgh, representative for the Lake Geneva Business Improvement District, feels people misunderstand what the BID is and does. The businesses implemented this tax on themselves to take that burden off of the city. If the BID were to go away, the city would have to take over a number of additional tasks.

Approval of Minutes. Horne/Gelting motion to recommend approval the Finance, License and Regulation Committee Meeting minutes of August 22, 2016, as prepared and distributed. Unanimously carried.

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)*

Howell/Kordus motion to recommend approval. Alderman Howell believes we can afford to waive fees for the BID and charitable organizations. Mr. Gelting has mixed feelings. The BID does not have a separate tax ID number and is basically part of the city. They are not a separate entity. They are focused on bringing things to the table for the city, but with a slightly different focus. Mr. Oborn noted they paid for the use of the forklift and operator last year but were given a flat rate even though it was overtime. Mr. Kordus said the overtime rate right now is \$53.71 an hour. City Clerk Waswo stated last year the overtime rate was \$51.51 and we charged an hourly rate of \$50.00 an hour for labor only. We did not charge an equipment rental fee as we do not normally rent out Street Department equipment. Mr. Gelting is open to the equipment donation, but paying overtime for staff makes sense to pass along or something close to it. There was discussion regarding how the BID is constructed, noting there is not a representative from the City that sits on their board.

Howell/Kordus motion an amendment to charge \$310 plus the fork lift operator time at a \$50 hourly rate. Unanimously carried.

- 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**

Horne/Kordus motion to recommend approval with payment of the \$25.00 application fee and waiver of the \$40.00 permit fee. Unanimously carried.

- 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**

Gelting/Chappell motion to recommend approval to charge the \$10.00 administrative fee and the \$740 parking stall usage fee. Unanimously carried.

- 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)*. Horne/Gelting motion to recommend approval with waving fee. Motion carried 4 to 1 with Chappell voting “no.”

- e. **Howell/Chappell motion to recommend approval of the 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)*. Unanimously carried.

- 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)*
Gelting/Horne motion to recommend approval of acceptance.

- g. **Howell/Horne motion to recommend approval of the 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. Unanimously carried.

- h. Howell/Horne motion to recommend approval of the Temporary Operator License application filed by Carole Nevin on behalf of St. Francis de Sales Church for the Fall Festival on September 25, 2016.** Unanimously carried.
- i. Horne/Gelting motion to recommend approval of the 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.** Unanimously carried.
- j. Gelting/Horne motion to recommend approval of the 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.** Unanimously carried.
- k. Gelting/Horne motion to recommend approval of the renewal of 2016-2017 Operator’s (Bartender) License application filed by Jeremy Hanson.** Unanimously carried.
- l. Horne/Gelting motion to recommend approval of the Original 2016-2017 Operator’s (Bartender) License applications filed by Nicolette Almeida, Kelsey Larson and Patricia Martin.** Unanimously carried.

Discussion/Recommendation on Employee Health Benefits Benchmarking Analysis and various cost savings measures *(discussed at the Personnel Committee on August 25, 2016)*

Kordus/Horne motion to send to council without recommendation. Unanimously carried.

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)*

Kordus/Horne motion to send to council without recommendation. Unanimously carried.

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)*

Kordus/Horne motion to send to council without recommendation. Unanimously carried.

Howell/Gelting motion to recommend approval of Michael’s Signs, Inc. TIF4 Escrow Draw Request No. 2 for \$25,300.00. Unanimously carried.

Discussion/Recommendation of Hein Electric TIF4 Escrow Draw Request No. 4 for \$22,119.90 with overage of \$19,090.90 from Capital Fund

Gelting/Horne motion to table the item. Unanimously carried. Mr. Kordus noted it will be rescheduled to the next FLR meeting.

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

Kordus/Horne motion to send to council without recommendation. Unanimously carried.

Discussion/Recommendation on Resolution 16-R45, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax)

Kordus/Horne motion to send to council without recommendation. Unanimously carried.

Horne/Kordus motion to recommend approval of 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)*. Motion carried 3 to 2 with Chappell and Howell voting “no.”

Horne/Howell motion to recommend approval 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)*. Unanimously carried.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Gelting/Horne motion to recommend approval of Prepaid Bills in the amount of \$12,097.03. Motion carried 4 to 1 with Alderman Howell “abstaining.”

Horne/Gelting motion to recommend approval of Regular Bills in the amount of \$284,700.36. Unanimously carried.

Howell/Horne motion to adjourn at 7:00pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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



REGULAR CITY COUNCIL MEETING
MONDAY, SEPTEMBER 26, 2016 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Mayor Kupsik calls the meeting to order
2. Pledge of Allegiance – Alderman Kordus
3. Roll Call
4. Awards, Presentations, and Proclamations
5. Re-consider business from previous meeting
6. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.
7. Acknowledgement of Correspondence
8. Approve Regular City Council Meeting minutes of September 12, 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. Parade Permit Application filed by Badger High School Student Council to use Wisconsin St., Broad St. and Wrigley Dr. for Badger High School Homecoming Parade on October 7, 2016 from 4:45 pm to 5:15 pm with request to waive the \$25 application fee
 - b. Street Use Permit Application filed by Badger High School Student Council to use Wisconsin St., Broad St. and Wrigley Dr. for Badger High School Homecoming Parade on October 7, 2016 from 4:45 pm to 5:15 pm with request to waive the \$25 application fee and the \$40 permit fee
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- g. Temporary Class “B”/“Class B” Retailer’s License application filed by JAMM Family Support, Inc. for the sale of fermented malt beverages and wine at the Riviera Ballroom, 812 Wrigley Dr, Lake Geneva, for a Fall Fundraising Celebration on November 13, 2016 from 5:00 pm to 8:00 pm
- h. Temporary Operator License application filed by Jennifer MacIntyre on behalf of JAMM Family Support, Inc. for the Fall Fundraising Celebration on November 13, 2016 to be held at the Riviera Ballroom, 812 Wrigley Dr
- i. Renewal of 2016-2017 Operator’s (Bartender) License application filed by Christopher Cummings
- j. Original 2016-2017 Operator’s (Bartender) License applications filed by David Cox and Stephanie Pople

10. Item(s) removed from the Consent Agenda

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

- a. 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 and continued from September 12, 2016 Council meeting)*
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- d. Discussion/Action on **Resolution 16-R45**, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax) *(Continued from September 12, 2016 Council meeting)*
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- f. Discussion/Action on establishing “Trick or Treat” hours for the City of Lake Geneva for Sunday, October 30, 2016 from 1:00pm to 4:00pm
- g. Discussion/Action on Breezy Hill TIF4 Escrow Draw Request No. 1 for \$3,101.83
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- i. Discussion/Action on **Resolution 16-R47**, a resolution urging the Governor and Legislature to #JustFixItWI and agree upon a sustainable solution for transportation funding
- j. Discussion/Action on Liability, Property, Workman’s Compensation insurance renewals and Terrorism Risk Insurance Act policy

- k. Discussion/Action on the First Amendment to the Amended and Restated Development Agreement for Symphony Bay releasing Taylor Morrison as Developer under the Amended Agreement, and accepting Fairwyn SB as Developer in its place
- l. Discussion/Action on Memorandum of Understanding between the Lake Geneva Fire Department and Paratech Ambulance Service, Inc. relating to ambulance back-up to the Town of Geneva *(recommended by Police & Fire Commission on September 8, 2016)*
- m. Discussion/Action on elimination of the Assistant Director of Public Works position, reclassify the Working Foreman position to Street Superintendent, and create a Street Lead position with the corresponding elimination of one Heavy Equipment Operator position including organizational chart change *(recommended by Personnel Committee on September 21, 2016)*

12. Plan Commission Recommendations – Alderman Skates

- a. Discussion/Action on an Application for Land Division Review for a CSM, to divide a lot into two lots, submitted by W. David Denton, N3161 Center Street, Lake Geneva, for land located in the Town of Geneva Extra-territorial Jurisdiction Boundary, at N3161Center Street, Lake Geneva, Tax Key No. JA192600002 including City staff comments and Finding of Facts *(recommended by Plan Commission on September 19, 2016)*
- b. Discussion/Action **Resolution 16-R46**, a Conditional Use Application filed by David & Julie Merhar, 1591 Orchard Lane, Lake Geneva, to construct a fence in excess of three feet (five feet) in the street side yard along Lakeview Drive at 1591 Orchard Lane, Lake Geneva, Tax Key No. ZA455800001, including City staff comments and Finding of Facts *(recommended by Plan Commission on September 19, 2016)*
- c. Discussion/Action on an Application for Site Plan Review for a parking lot filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, for property at 227 S Lake Shore Drive, Lake Geneva, Tax Key No. ZOP00380 including a 5 foot wide sidewalk on the North side and 30 feet of sidewalk on the South side for handicap and kiosk access and drainage on the northwest corner including City staff comments and Finding of Facts *(recommended by Plan Commission on September 19, 2016)*

13. Discussion/Action on approval of appointment of Peg Pollitt to the Secretary/Treasurer position for the Geneva Lake Use Committee *(recommended by the Geneva Lake Use Committee on September 20, 2016)*

14. Presentation of Accounts

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$7,127.56
- c. Regular Bills in the amount of \$121,726.61

15. Mayoral Appointments.

- a. Appointment of Beverly Leonard to the Avian Committee expiring May 1, 2018
- b. Appointment of Brett Stanczak to the Utility Commission to fill Michael Kocourek’s term expiring October 1, 2018

16. 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 appointment of Neil Waswo as the Street Superintendent and classification/salary/benefits negotiations
- b. Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session concerning the Riviera Concourse Space “B” Lease with William Briggs

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

18. 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.

9/23/2016 5:35pm

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

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

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

The presentation of Colors and the Pledge of Allegiance was led by Boy Scout Troop 235

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

Awards, Presentations, and Proclamations.

Mayor Kupsik read a proclamation declaring the week of September 11-17, 2016 as “National Assisted Living Week – Keep Connected” in the City of Lake Geneva.

Mayor Kupsik presented a proclamation to Dan Winkler, Director of Public Works, recognizing his service to the City of Lake Geneva.

Mayor Kupsik announced that Lake Geneva’s 5th Annual Swift Night Out will be held this Thursday, September 15th at 6:00pm at the Geneva Lake Museum.

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 be limited to 5 minutes.

Jeff Nethery, employee at the Lake Geneva Police Department, spoke on behalf of represented and non-represented employees of the city. He served on the committee which assisted employees and the Council in finding ways to achieve a reduction in the cost of health care insurance. There have made significant cost savings. Each employee has contributed to these savings through the implementation of plan design changes, Patient Care, HealthCheck 360 and U-Serve pharmacy. Mr. Nethery went over information in the benchmarking analysis report. He asked the Council for another year to see what the employees can do to cut costs.

Jo Busch stated she has worked for the city for over five years, first at the Library and now at the Utility Commission. She noted that premium shares do count toward the Cadillac tax. It is the entire cost of the health insurance plan that is taken into account when calculating the penalty an insurance provider will pay. She feels it is unlikely the Cadillac tax will ever be implemented. She asked the Council to give the changes implemented over the past 2 years time to take affect. The benchmarking analysis shows that progress is being made. If the recommendation of a 15% family difference premium share is passed it means only employees with families are being singled out. Children are not the true drain on our healthcare plan. She also spoke regarding the spousal surcharge. She asked for more time before implementing anything. She gave examples of other municipalities who cover healthcare plans 100% for their employees. She asked the council to show the employees that they matter and explore other insurance options.

Sean Payne, 127 Sumner in Genoa City and BID Board member, clarified the chamber of commerce and the BID are two separate entities. The BID has an annual budget which is a tax that is collected from the building owners. That money is only used for promoting and the beautification of downtown Lake Geneva. They have a budget and that is all they have. They don’t collect in addition to, as VISIT Lake Geneva does. He doesn’t know all the facts with the city employees but would hope that the council would fight for the request to better themselves and their families. The City of Lake Geneva would not be what it is without all of them.

Mary Jo Fesenmaier, 955 George Street, spoke on 11.h. and 11.g. She applauded the City Administrator for being flexible and streamlining work through the committees. She suggested this be tabled so other options can be given. The packet states FLR will be the 1st Monday and 3rd, which is difficult for the public to remember. 11.g. is the controversial tourist tax. What we knew last is the City Administrator was going to ask communities around the lake to join in with this tax to

gain support. The public would like to know what communities were contacted and what their responses were. She also wanted to know if any other communities have shown interest in this outside of the lake communities.

Brandon McKaig, N1245 Tomball Rd in Genoa City, works for the water utility. He stated morale is low and employees are seeking other opportunities. He doesn't feel the city will attract quality employees.

Ken Bauman, W1751 Lynch Field Road, Lake Geneva, has worked for the Utility Commission with 14 plus years of experience. They are about to vote on something that will affect all employees by taking away discretionary funds or making them decide what bills get paid and which ones do not. The reduction in benefits, whether fringe or monetary, have affected the city employees. He described a number of benefits that have been reduced. He asked the city council to take this very seriously and to consider the short and long term impact this will have on both the employees and the city.

Rita Moore, 721 Ann Street, Lake Geneva, has been a dispatcher for 6 years, and feels it is bad business to continue to strip employees of benefits and reduce their take home pay. She stated her husband can get insurance through his employer, but their policy does not allow spouses that have access to their own insurance. She questioned if they will split their family to be on 2 different plans with 2 different deductibles. She feels there is no good solution for her family if this goes into effect. She asked the city to do better for the employees as the employees do their best every day. If the city does not do better for their employees, they will have staff comprised of people who are no longer the best.

Scott Eckert, Utility Commission employee for almost 20 years stated he felt security and loyalty when he first started working here. He stated as time went on him and his family had to use medical more, not because they wanted to, but because they had to. Our health has been important to the city as it is to our families and the city has been making it harder to survive. More burden on the paychecks will not help morale of the employees. He requested they think about what they are going to do with insurance as it affects employees' families a lot more than your bottom line.

Sarah Hill, 1024 George Street, stated she has worked with a number of employees over the last number of years. She thinks we still have a very intelligent and reasoned Council that will be sensitive to employee needs. It's a matter of a balancing act which we all face. She asked the employees to offer patience and guidance for the council that has to lead through these difficult decisions. She also spoke to Resolution 16-R45, the Premier Area Resort Tax and encouraged the council to have the conversation. She commended Mr. Oborn for reaching out to other municipalities. We need to figure out a way to pay for these large events that come to our community. They need to think of creative options to pay for our Premier Resort status.

Marilyn Kolb, 351 West Laurie Street, spoke on the health care premium share. Potentially 15% of the difference between a family and single coverage is \$215. If the employee adds a spouse it will be \$130 if the spouse has access to healthcare. If one fails the health screening it is an added \$130 and if both fail it becomes a combined total of \$260. The ultimate cost could be \$605 a month out of employee pockets. She feels it is a hardship for most families.

Becky Kostman, 1647 Church Street, Lyons Township, stated she has only been with the city for 2 years. She has 16 years of experience dispatching as she came from Walworth County. Everyone is proud to do their job and work for the City of Lake Geneva. She doesn't want to leave the city but she came here for the benefits. Within 6 months of being here the deductibles and copays doubled. Now they may go even higher. She feels the situation is disappointing and hopes the council reconsiders.

Daniel Winkler, 1112 Bonnie Brae Lane, spoke on items 11.i and 15.b. in closed session. There has been a lot of discussion about separating the Public Works Director from the Utilities Director. He supports the decision of the Personnel Committee and the likely candidate to be appointed to the position.

Acknowledgement of Correspondence.

The city received an email on September 7, 2016 from Kathi Bosworth requesting something be done about the light pollution from the street light at the west end of Library Park. The city received a card from Becky Buhler and Colin Nugent, September 12, 2016, thanking the mayor and council members who participated in the "Welcome Back" celebration at Central Denison school.

Approval of Minutes. Horne/Gelting motion to approve the Regular City Council Meeting minutes of August 22, 2016, as prepared and distributed. Unanimously carried.

Consent Agenda

- 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

Horne/Kordus motion to approve.

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

Items removed from the Consent Agenda.

- 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)*
Kordus/Horne motion to approve and charge \$305 which includes a \$25 application fee, \$210 park reservation fee, \$70 fee for barricades and a \$50 hourly fee based on number of hours worked for Street Department forklift operator.

Flower/Chappell motion an amendment to add a security deposit of \$100 to be refunded after the event if the grounds are in good condition. Alderman Skates stated the city holds their money; they come to us for their money. He would agree if this was an outsider, but he doesn’t feel it’s necessary for the BID. Alderman Flower stated it was a request from the Street Department. Mr. Skates said he speaks with Neil and Tom, so he knows of problems if there are any. With the BID, he didn’t feel like it’s important.

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

Hedlund/Flower motion an amendment to include a \$100 barricade fee and \$50 security deposit.

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

Original motion as amended: Kordus/Horne motion to approve including a \$25 application fee, \$210 park reservation fee, \$100 barricade fee with \$50 security deposit fee, and a \$50 hourly fee based on number of hours worked for Street Department forklift operator.

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

- 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**

Kordus/Chappell motion to approve and charge a \$25.00 application fee.

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

- 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**

Kordus/Gelting motion to approve and charge a \$620 parking stall bag fee and a \$10 administrative fee for a total of \$630.

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

- 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)**

Chappell/Hedlund motion to charge the \$130 parking stall bag fee.

Alderman Skates noted they are a local organization with local city personnel involved.

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

Kordus/Skates motion to approve with waiver of the \$120 parking stall bag fee and charge a \$10 administrative fee. Alderman Chappell felt that just because people ask doesn't mean we have to waive fees. Alderman Gelting asked if we can allow them to violate our line ordinance without bagging the meter. Attorney Draper stated it has been the policy to do that, but technically you are not supposed to violate the ordinance. Mr. Gelting noted the spaces will not be used after noon and the bags would come off.

Roll Call: Flower, Kordus, Skates, Gelting, Hedlund, and Howell voting “yes.” Motion carried 6 to 2 with Chappell and Horne voting “no.”

Finance, License and Regulation Committee Recommendations – Alderman Kordus

Discussion/Action on Employee Health Benefits Benchmarking Analysis and various cost savings measures *(discussed at the Personnel Committee on August 25, 2016)*

City Administrator Oborn stated there are 17 single and 56 family plans. We are higher on our families and our demographics show that. Our COBRA rate without the 2% premium is \$1,308.40, which is what the retirees are charged. Medical claims are a major factor with an estimated cost of 1.4 million. Our rates are a product of our usage. As discussed, the norm for single is in the \$600 to \$900 range and family is \$1,100 to \$1,800 range per month. We have a challenge here with higher rates. Mr. Oborn explained the analysis stating these are annualized trends, not actual numbers. We are going in the right direction; and his gut feeling is that we are getting close to the 18% we need to avoid the Cadillac tax. The city won't receive any hard numbers until October. The employees have put forth the effort to benefit some savings. The reason we are talking about premium shares is that we need to do it ahead of time going into open enrollment. Ms. Chappell questioned if employee sharing does or does not contribute to the reduction for the Cadillac tax. Mr. Oborn replied an employee share drives down participation rates. Alderman Gelting asked for more information for comparable periods to clarify what our actual insurance expense was to see the trend. He doesn't view

any type of copay or shared expense as a reduction in benefits, he views it as maintaining the benefits you already have. It doesn't appear from our budget standpoint that we are able to maintain the cost of healthcare. The struggle is trying to satisfy employees and satisfy the taxpayers. The question is who pays for it, either the taxpayers or shared with the employees. There was further discussion on other cost saving measures such as transparency, plan design changes and the wellness program. They discussed whether or not the downward trend was enough to reach our goal or should changes be done now.

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)

Mr. Oborn explained this was brought up as one of the tools to drive down costs. He reminded the council that the pay scale was lowered 4% due to the city having a better health insurance plan. Now would be the time for them to consider implementing it or not as it would give employees time to enroll in a spousal plan. Cost sharing would be based on a percentage of rates. This is a tough decision and a balance between what is fair for employees and taxpayers. The 15% premium share would be 15% of the difference between the single rate and family rate.

Hedlund/Horne motion to recommend option 7, a 15% premium share for family plans estimated at \$214.28 per month. Alderman Flower feels a gradual introduction with this is something they should keep in mind. Ms. Chappell stated they didn't have the information that there are 17 single and 56 family plans at Personnel. In light of that, she doesn't believe they can put 15% onto the employees, but should phase it in at 5%. There was further health care coverage discussion, noting the city does not employ the family. Alderman Horne stated industry tells us that costs are going to go up; they are not going to go down. He does not feel they have made enough change.

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

Chappell motion that we revisit this in one year's time and allow the employees to continue with the wellness and HealthCheck 360. Motion fails for lack of second.

Gelting/Flower motion to continue to the 1st Council meeting in October for more information.

Mr. Gelting would like to see actual trending numbers. Mr. Howell felt hard decisions may have to be made, but doesn't feel he presently has the information. There was discussion on if that would give the employees enough time or not to open enroll. Comptroller Pollitt pointed out this is a significant line item in the budget and would rather they discuss it sooner than later.

Alderman Gelting withdrew his motion

Gelting/Flower motion to continue to the next Council meeting with the additional information requested.

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

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)

Kordus/Gelting to continue to the next council meeting with additional information requested.

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

Kordus/Horne motion to approve Michael's Signs, Inc. TIF4 Escrow Draw Request No. 2 for \$25,300.00

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

Discussion/Action of Hein Electric TIF4 Escrow Draw Request No. 4 for \$22,119.90 with overage of \$19,090.90 from Capital Fund

Kordus/Gelting motion to continue to the next council meeting.

Mr. Oborn will look into the overage further and provide more information.

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

Howell/Gelting motion to approve 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

Mr. Oborn noted we lost 5 million last year due to tax loopholes and 2.2 million this year with Best Buy doing a settlement. The tax loophole lets commercial businesses value their store as empty and that is what they are taxed at. If commercial value drops on commercial property, residential has to subsidize businesses.

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

Discussion/Action on Resolution 16-R45, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax).

Alderman Kordus stated his intent was to only have discussion, not set a referendum date.

Kordus/Howell motion to continue this item to the next meeting and come back with referendum wording only. There was discussion on referendum language and the procedure they are going to use in contacting other municipalities. Alderman Kordus feels that if this is passed, it is committing the city to an election on April 4th. He suggested they direct the administrator to pass the language onto neighboring municipalities for review after the City Attorney has reviewed it. Alderman Flower was not sure she is on board with even doing this. She doesn't want to mislead any of the communities.

Alderman Kordus withdrew his motion.

Kordus/Howell motion to continue this item to the next meeting. Unanimously carried.

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)*

Mr. Kordus motioned to ask City Attorney to eliminate the ordinance containing the Parking Commission. Mayor Kupsik asked if he would consider continuing the item for more time to discuss.

Kordus/Chappell motion to continue this item to the next council meeting. Unanimously carried.

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)*

Ms. Flower motioned to change it to an acting Director of Public Works position. Motion fails for lack of second.

Hedlund/Howell motion to recommend the Director of Public Works to be a stand-alone position to be responsible to the city and City Administrator with corresponding organizational chart change.

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 1 with Alderman Flower voting “no.”

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)*

Mayor Kupsik stated the purpose of this workshop is to discuss the operation of the utilities and how they are going to interact with the city.

Kordus/Skates motion to hold a joint workshop with the City Council and Utility Commission on October 20th at 5:00pm in the upstairs police training room if available.

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 \$12,097.03

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 1 with Alderman Howell “abstaining.”

Kordus/Skates motion to approve Regular Bills in the amount of \$284,700.36

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

Mayoral Appointments. None.

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**

Kordus/Hedlund motion to go into closed session to include City Attorney, City Administrator, City Clerk and Assistant Director of Public Works on item b.

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

Alderman Chappell left the meeting at 10:56pm.

Entered into closed session at 10:56pm

Kordus/Gelting 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 11:47pm.

- a. Kordus/Gelting motion to approve the contract for the Building and Zoning Administrator as discussed in closed session.**
Roll Call: Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.
- b. Kordus/Flower motion to make an offer to hire Tom Earle as the Director of Public Works with a salary of \$82,000, grade 18, with benefits as discussed in closed session.**
Roll Call: Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.
- c. Kordus/Gelting motion to continue to negotiate as discussed in closed session.**
Roll Call: Kordus, Skates, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.

Adjournment. Flower/Gelting motion to adjourn at 11:49 pm. Motion carried 7 to 0.

/s/ Sabrina Waswo, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

CITY OF LAKE GENEVA 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: Lauren Woods Date of Application: 6/2/16
2. Organization Name: Lake Geneva Genoa City Union UHS- Badger School District
3. Organization Type: For Profit Non-Profit (501(c)____) Tax ID: _____
4. Mailing Address: 220 E. South Street
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: Badger High School Homecoming Parade
2. Date(s) of Event: 10-7-16
3. Location(s) of Event: Downtown Lake Geneva
4. Hours: 4:45 p.m. 5:15 p.m.
Start Time End Time

5. Event Chair/Contact Person: Lauren Woods Phone: _____

6. Day of Event Contact Name: Chantel Jahnke Phone: _____

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

8. Will you charge an admission fee? Yes No

9. Estimated Attendance Number: 2000

10. Basis for Estimate: Population of school and surrounding community members

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: 3 horses

13. Detailed description of proposed event with map of exact location of the event and/or route.
Map is attached.
This is the Badger High School annual Homecoming Parade.

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

15. Description of plan for providing event security (if applicable):
None needed.

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.

From Central-Denison Elementary School, down Wisconsin St. to Broad St. / Wrigley Drive, to end at Flatiron Park on the corner of Wrigley Dr. and Center St.

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

Date(s) of use: 10-7-16

Total Number of Stalls Request: _____

Stall Number(s) and Location: along Broad St. and Wrigley Dr.

Additional Information:

Spoke with applicant who stated they will not be requesting any parking stalls be bagged

3. Description of signage to be used during event:

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

None.

Anticipated Services

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

- Electricity Explain: _____
- 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			25.00
Street Use Permit					
Application Fee		\$25.00			25.00
Permit Fee - Events lasting 2 days or less		\$40.00			40.00
Permit Fee - Events lasting more than 2 days		\$100.00			
Parking Stall Bag Request					
Administrative Fee		\$10.00			
Parking Stall Usage/Blockage Fee -- Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	_____
November 15 - February 29	\$10.00	x	_____	x _____ =	_____
Park Reservation Permit					
Application Fee		\$25.00			
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less		\$50.00			
50-149 Attendees		\$100.00			
150 or more Attendees		<i>Determined by Park Board</i>			
Non-Resident					
49 Attendees or Less		\$100.00			
50-149 Attendees		\$150.00			
150 or more Attendees		<i>Determined by Park Board</i>			
Park Reservation Fees - Per Location, Per Day					
			# of Parks	# of Days	
Non-Profit or Resident					
49 Attendees or Less	\$30.00	x	_____	x _____ =	_____
50-149 Attendees	\$55.00	x	_____	x _____ =	_____
150 or more Attendees	\$105.00	x	_____	x _____ =	_____
Non-Resident					
49 Attendees or Less	\$75.00	x	_____	x _____ =	_____
50-149 Attendees	\$125.00	x	_____	x _____ =	_____
150 or more Attendees	\$225.00	x	_____	x _____ =	_____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>				# of Days	
Non-Profit or Resident	\$250.00	x	_____	=	_____
Non-Resident	\$500.00	x	_____	=	_____
Additional Park Amenities					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each	x	_____ +	\$50.00 =	_____
Picnic Tables	\$15.00 each	x	_____ +	\$50.00 =	_____
Barricades	\$5.00 each	x	_____ +	\$50.00 =	_____
Trash Receptacles	\$8.00 each	x	_____ +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each	x	_____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					Subtotal: \$ 90.00

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: \$ <u>0.00</u>
		+ Subtotal from Page 4: \$ <u>90.00</u>

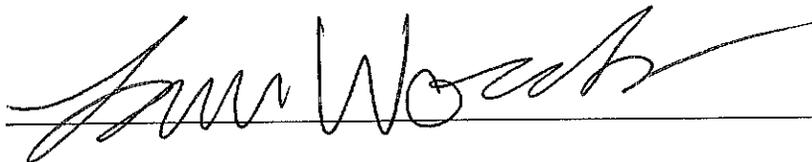
Total PAID with Application: \$ 90.00

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

Section VI - Signature of Applicant

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

APPLICANT SIGNATURE:

 DATE: 6-3-16

For Office Use Only

Date Filed with Clerk: 9/20/16 Payment with Application: \$ 90.00 Receipt: C160920-13

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: Neil Warner

Additional services needed: Barricade list needed for Route

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]

Additional services needed: Blocking street - Broad St. + Wozley Drive

Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Committee/Council review (all that apply):

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

Reasons/Conditions: _____

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

Reasons/Conditions: _____

Council: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

Clerk's Office Completion:

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

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

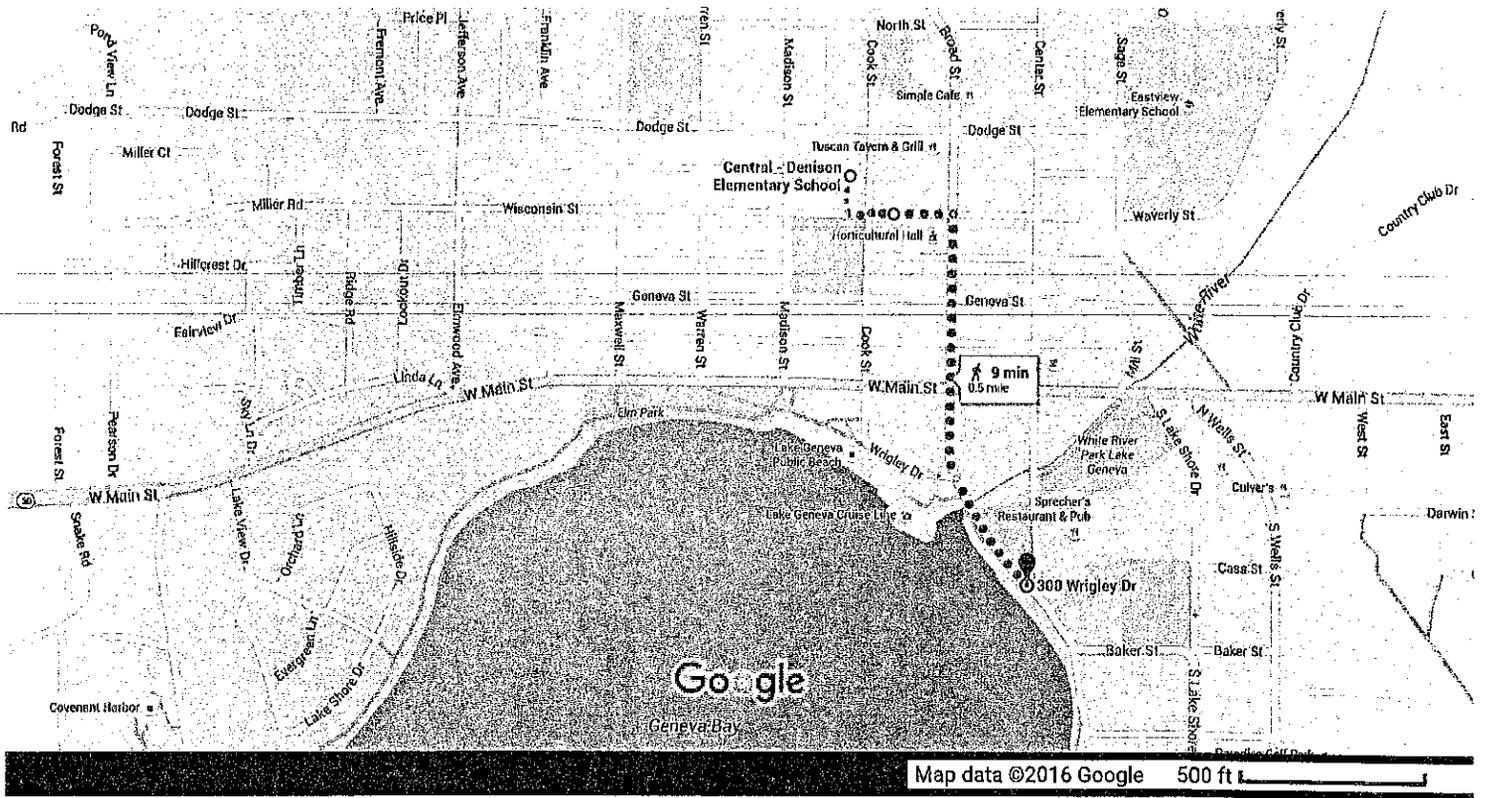
Date of issue: _____ Deposit Returned: \$ _____ Deposit withheld: \$ _____

Reason withheld: _____

Google Maps

Central - Denison Elementary School to 300 Wrigley Dr, Lake Geneva, WI 53147

Walk 0.5 mile, 9 min



Map data ©2016 Google 500 ft

Central - Denison Elementary School Use caution - may involve errors or sections not suited for walking
 900 Wisconsin Street, Lake Geneva, WI 53147

- ↑ 1. Head east on Wisconsin St toward Cook St 0.1 mi
- 2. Turn right onto Broad St 0.3 mi
- ↑ 3. Continue onto Wrigley Dr 0.1 mi

300 Wrigley Dr
 Lake Geneva, WI 53147

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

Google Maps

CITY OF LAKE GENEVA

FIREWORKS APPLICATION



\$50.00 Fee

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

Applicant: Lauren Woods Phone: _____

Group / Agency sponsoring fireworks display (An individual cannot be issued a permit):
Lake Geneva Genoa City Union UHS - Badger School District

Address of group/agency sponsoring fireworks display (NO P.O. Box):
220 E. South St. Lake Geneva WI 53147
Street Address City State Zip

Name of Fireworks Company performing display: J&M Displays Inc.

Address of Firework Company performing display (NO P.O. Box):
18064 170th Avenue Yarmouth IA 52660
Street Address City State Zip

Date/Time of authorized possession and use: 10-16 10pm

SPECIFIC LOCAL REQUIREMENTS

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

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

RELEASE OF LIABILITY

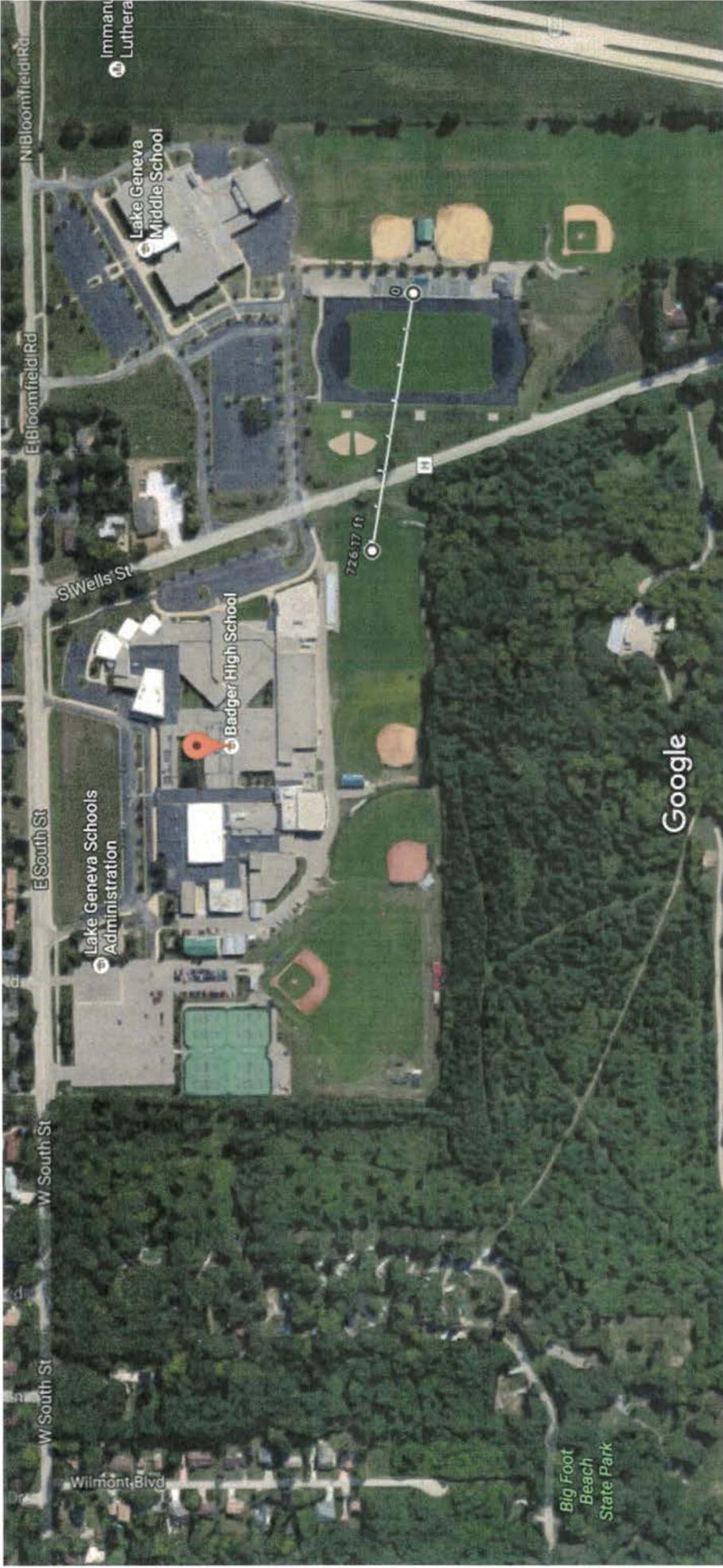
I, Lauren Woods, am aware of the dangers of fireworks and
(Please Print Name)

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

[Signature] DATE: 6-3-16
APPLICANT SIGNATURE

For Office Use Only

Amount Paid and Receipt Number \$ 50.00 C160920-13 Date Received 9/20/16
 Check Number GOV PAY GLLEA Approval (if applicable) _____
 Police Chief Approval [Signature] Fire Chief Approval [Signature]
 Entered into RMS _____ Fire Engine Standby Required Yes No
 Date Sent to Council _____ Permit Issued by _____
 Mayor Signature _____ Date Issued _____



Imagery ©2016 Google, Map data ©2016 Google 200 ft





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: Lauren Woods Date of Application: 6-2-16
2. Organization Name: Lake Geneva Genoa City Union UHS-Badger School District
3. Organization Type: For Profit Non-Profit (501(c)) Tax ID: _____
4. Mailing Address: 220 E. South Street
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: Homecoming Game Fireworks
2. Date(s) of Event: 10-7-16
3. Location(s) of Event: Badger High School - S. Wells Street
4. Hours: After Football Game

5. Event Chair/Contact Person: Lauren Woods Phone: _____

6. Day of Event Contact Name: chantel Jahnke 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. Basis for Estimate: Previous Years' 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: _____

13. Detailed description of proposed event with map of exact location of the event and/or route.
Map is attached.
Fireworks will be launched from Badger High School's soccer field, on S. Wells Rd. across from the football field.

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

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.
S. Wells Rd from the corner of S. Wells Rd.
and E. Bloomfield Rd / E. South St. to past the
soccer and football fields.

2. Will any parking stalls be used or blocked during the event? Yes No
Date(s) of use: _____
Total Number of Stalls Request: _____
Stall Number(s) and Location: _____

Additional Information:

3. Description of signage to be used during event:
If requesting City banner poles, please include a Street Banner Display Application.
None.

Anticipated Services

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

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

Section V- Fees

Application and Permit Fees		Unit Fee			Applicable Fee
Parade Permit					
Application Fee		\$25.00			_____
Street Use Permit					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
Parking Stall Bag Request					
Administrative Fee		\$10.00			_____
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	_____
November 15 - February 29	\$10.00	x	_____	x _____ =	_____
Park Reservation Permit					
Application Fee		\$25.00			_____
Security Deposit					
Non-Profit or Resident					
49 Attendees or Less		\$50.00			_____
50-149 Attendees		\$100.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Non-Resident					
49 Attendees or Less		\$100.00			_____
50-149 Attendees		\$150.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
Park Reservation Fees - Per Location, Per Day					
			# of Parks	# of Days	
Non-Profit or Resident					
49 Attendees or Less	\$30.00	x	_____	x _____ =	_____
50-149 Attendees	\$55.00	x	_____	x _____ =	_____
150 or more Attendees	\$105.00	x	_____	x _____ =	_____
Non-Resident					
49 Attendees or Less	\$75.00	x	_____	x _____ =	_____
50-149 Attendees	\$125.00	x	_____	x _____ =	_____
150 or more Attendees	\$225.00	x	_____	x _____ =	_____
Brunk Pavilion Rental Permit					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>				# of Days	
Non-Profit or Resident	\$250.00	x	_____	=	_____
Non-Resident	\$500.00	x	_____	=	_____
Additional Park Amenities					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each		x _____ +	\$50.00 =	_____
Picnic Tables	\$15.00 each		x _____ +	\$50.00 =	_____
Barricades	\$5.00 each		x <u>4</u> +	\$50.00 =	<u>70.00</u>
Trash Receptacles	\$8.00 each		x _____ +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each		x _____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					Subtotal: \$ <u>25.00</u>

Application and Permit Fees	Unit Fee			Applicable Fee
Beach Reservation Permit				
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>				
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>				
Application Fee	\$25.00			_____
Security Deposit				
Non-Profit or Resident				
49 Attendees or Less	\$50.00			_____
50-149 Attendees	\$100.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors & Lakefront</i>			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors & Lakefront</i>			_____
Beach Reservation Fees - Per Day				
Non-Profit or Resident				
		# of Days		
49 Attendees or Less	\$30.00	x _____	=	_____
50-149 Attendees	\$55.00	x _____	=	_____
150 or more Attendees	\$105.00	x _____	=	_____
Non-Resident				
49 Attendees or Less	\$75.00	x _____	=	_____
50-149 Attendees	\$125.00	x _____	=	_____
150 or more Attendees	\$225.00	x _____	=	_____
				Subtotal: \$ <u>0.00</u>
				+ Subtotal from Page 4: \$ <u>25.00</u>
Total PAID with Application:				\$ <u>25.00</u>

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:

James Wood

DATE: 6-3-16

For Office Use Only

Date Filed with Clerk: 9/20/16 Payment with Application: \$ 135.00 Receipt: C160920-13

Additional Fees Collected: \$ _____ Receipt # _____

Departmental review (all that apply):

Police Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Fire Chief: Approved Denied Signed: [Signature]

Additional services needed: _____

Additional fees or deposit: _____

Street Dept.: Approved Denied Signed: [Signature]

Additional services needed: Barricades for Wells

Additional fees or deposit: _____

Parking Dept.: Approved Denied Signed: [Signature]

Additional services needed: no stalls - fireworks

Additional fees or deposit: _____

Piers, Harbors & Lakefront: Approved Denied Signed: _____

Additional services needed: _____

Additional fees or deposit: _____

Committee/Council review (all that apply):

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

Reasons/Conditions: _____

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

Reasons/Conditions: _____

Council: Meeting Date(s): _____ Approved Denied

Reasons/Conditions: _____

Clerk's Office Completion:

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

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

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

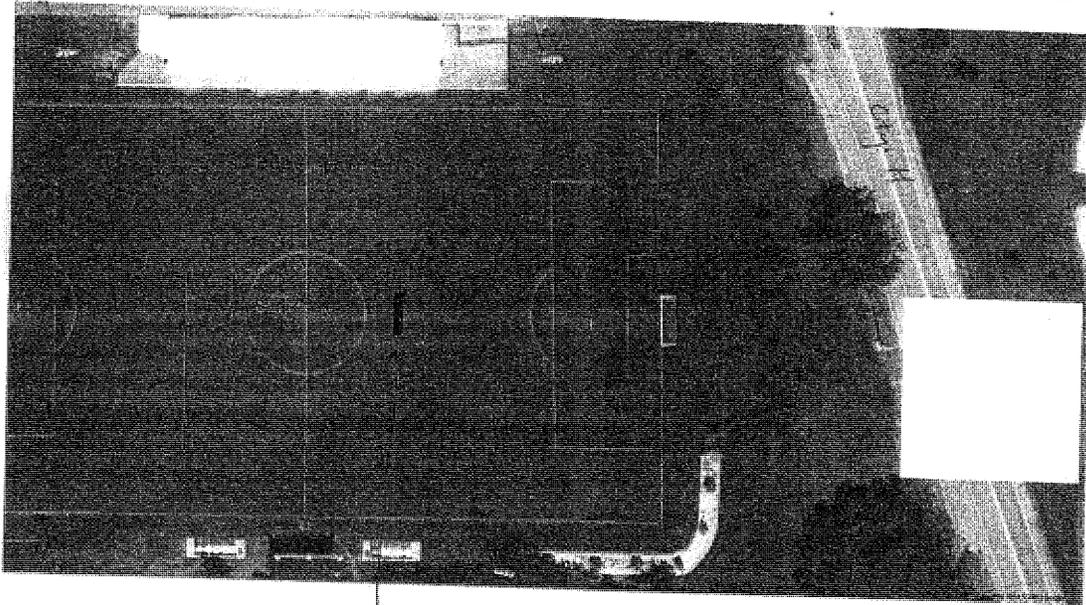
Reason withheld: _____

lake geneva, wi - Google Maps

<http://maps.google.com>

Google unoccupied Badger High School

To see all the details that are visible on the screen, use the "Fit" link next to the eye.



Football Field

Firing area is a minimum 270' from any exposure.
Hwy H will be closed during the display.

1 of 1

8/22/2012 5:44 PM



CITY OF LAKE GENEVA

STREET BANNER DISPLAY APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY.
A FEE OF \$20.00 PER BANNER SHALL BE PAID, IN ADVANCE, FOR THE
HANGING AND REMOVAL OF BANNERS BY CITY PERSONNEL.

BANNER INFORMATION

Contact Name: Becke Connolly

Contact Phone: _____

Organization Name: Santa Clause

Mailing Address: P.O. Box 519

City, State, Zip: Williams Bay, WI 53191

Phone: _____ Fax: N/A

Number of Banners to be displayed: 11

Dates for Banners to be displayed: November 21 - December 31, 2016

Preferred Location (if available): _____

Special Notes or Requests: _____

Are the Banners to be displayed new, or have they been previously displayed?

NEW PREVIOUSLY DISPLAYED

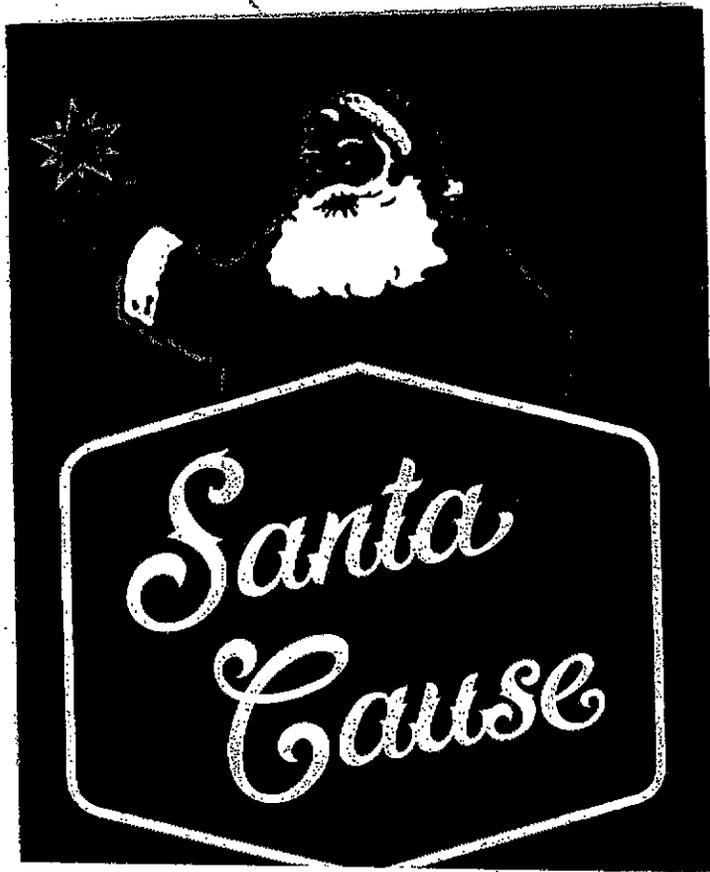
If the Banners to be displayed are new, a sketch must be submitted prior to production.
One copy of the Banner should be submitted for approval.

THE UNDERSIGNED HEREBY CERTIFIES THAT I HAVE READ AND UNDERSTAND
THE CITY OF LAKE GENEVA ORDINANCE REGARDING THE DISPLAY OF BANNERS.
THE UNDERSIGNED FURTHER CERTIFIES THAT I HAVE PAID ANY FEES
ASSOCIATED WITH THIS DISPLAY TO THE CITY UPON APPLICATION.

Becke Connolly
SIGNATURE OF APPLICANT

DATE: 8-10-16

8-17-16



and

The Twelve Charities
of
Christmas

Author of *Practical I. G. Pinner*

From: [Becke Connelly](#)
To: [Blaine Oborn](#)
Cc: [Darien Schaefer](#); [City Clerk](#); [Stephanie Gunderson](#); [Nancy Elder](#)
Subject: Re: [Image File] Becke,KMBT282, #692
Date: Friday, September 09, 2016 2:56:59 PM

Hi Blaine,

I just spoke with Darien regarding the banners. After talking it through, we would like to propose that Santa Cause would use 6 of the 11 banners during the timeframe on our application, leaving 5 for Winterfest.

The locations we are requesting for Santa Cause are:

1-
Broad St. (South of Main, near Speedos)

1-
Broad Street. (near Thumbs Up)

2-
Main & Cook. (near Potbellys)

2-
Main & Center. (near Keefe)

As Santa Cause is a 501(c)3, we are asking that the fees would be waived.

What is our next step?

Kind Regards,

Becke Connelly
Director of Marketing & Advertising
Gage Marine, Lake Geneva Cruise Line, PIER 290
262-245-5501, ext. 1007

On Tue, Sep 6, 2016 at 12:33 PM, Blaine Oborn <cityadmin@cityoflakegeneva.com> wrote:

Becke,

Visit Lake Geneva has the poles booked for Winterfest from 11/21/2016 to 2/12/17. The City approved Visit Lake Geneva for this period for free with the understanding that paying users could bump them out. You can bump them out for the requested 11/21/2016 to 12/31/2016 period by paying the required \$440.00 fee. Are you asking for the fee to be waived? I have copied Darien on this to let him know and to see if you wanted to negotiate with him. I will hold the application for your direction.

Thanks,

Blaine Oborn

City Administrator

City of Lake Geneva, Wisconsin

626 Geneva St.

Lake Geneva, WI 53147

Office: [\(262\) 249-4098](tel:2622494098)

Email: cityadmin@cityoflakegeneva.com

Website: www.cityoflakegeneva.com



From: Becke Connelly [mailto:becke.connelly@gagemarine.com]

Sent: Tuesday, September 6, 2016 10:51 AM

To: Blaine Oborn

Subject: Fwd: [Image File] Becke,KMBT282, #692

Hi Blaine,

Please see the attached street banner display application for Santa Cause, a 501(c)3 super charity.

Kind Regards,

Becke Connelly

Director of Marketing & Advertising

Gage Marine, Lake Geneva Cruise Line, PIER 290

[262-245-5501](tel:2622455501), ext. 1007

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 20 16 ending June 30 20 17

TO THE GOVERNING BODY of the: Town of Village of City of } Lake Geneva

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

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

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

- 2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): The Noodle Shop, Co.- Colorado, Inc.

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

Title	Name	Home Address	Post Office & Zip Code
President/Member	President/VP Assistant Secretary, Paul Strasen	6 White Alder, Littleton, CO	80217
Vice President/Member			
Secretary/Member	Secretary, David Boennighausen	2593 Sunshine Canyon Dr., Boulder, CO	80302
Treasurer/Member	N/A		
Agent	See attached <u>Michael James Pittenger</u>		
Directors/Managers	Director: Paul Strasen		

- 3. Trade Name Noodles & Company Business Phone Number 720-214-1900
- 4. Address of Premises 351 Peller Road Post Office & Zip Code Walworth

- 5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
- 6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
- 7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
- 8. (a) Corporate/limited liability company applicants only: Insert state Colorado and date 7/1/98 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No

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

- 9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) 2600 sq ft restaurant with 500 sq ft outdoor patio

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

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

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

SUBSCRIBED AND SWORN TO BEFORE ME

this 26th day of July, 20 16

Rachel S. von Rivenburgh

RACHEL S. VON RIVENBURGH
 NOTARY PUBLIC
 STATE OF COLORADO
 NOTARY ID # 20084032685
 MY COMMISSION EXPIRES SEPTEMBER 29, 2018

My commission expires 9/29/16

Paul Strasen Paul Strasen/President
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)
David Boennighausen David Boennighausen/Secretary
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>9/7/16</u>	Date reported to council board <u>9/26/2016</u>	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

C.160907-4



The Noodle Shop, Co. – Colorado, Inc., d/b/a Noodles & Company (the “Company”)
Address of Premise 351 Peller Road, Lake Geneva, WI 53147

ATTACHMENT TO ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

QUESTION 10 - PREMISES DESCRIPTION

The premises is a one story 2600 square foot restaurant with a kitchen that is open to the dining room where customers order at the counter. The beer and wine stock will be store in a security cage in the back of the restaurant. The premises also has a 500 square foot outdoor patio at the back of the restaurant that has a railing around the entire patio with a gate that is intended primarily for egress.

NOODLES, SALADS & SANDWICHES *from* **AROUND THE WORLD**

520 Zang Street

Broomfield, Colorado 80021

720.214.1900

noodles.com

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

Submit to municipal clerk.

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

Town

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

City

The undersigned duly authorized officer(s)/members/managers of The Noodle Shop, Co. - Colorado, Inc.
(registered name of corporation/organization or limited liability company)

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

located at 351 Peller Road, Lake Geneva, WI 53147

appoints Michael Pittenger (name of appointed agent)
2954 S. 92nd Street #111, West Allis WI 53227
(home address of appointed agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 24 years

Place of residence last year _____

For: The Noodle Shop, Co. - Colorado, Inc.
(name of corporation/organization/limited liability company)

By: [Signature] (Paul Strasen, President)
(signature of Officer/Member/Manager)

And: [Signature] (David Boennighausen, Secretary)
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Michael Pittenger (print/type agent's name), hereby accept this appointment as agent for the corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 8-27-11 Agent's age _____
(signature of agent) (date)
2954 S. 92nd Street # 111, West Allis WI 53227 Date of birth _____
(home address of agent)

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

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

Approved on 9-9-16 by [Signature] Title Police Chief
(date) (signature of proper local official) (town chair, village president, police chief)

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) Pittenger		(first name) Michael		(middle name) James	
Home Address (street/route) 2954 S. 92nd Street, St. #111		Post Office	City West Allis	State WI	Zip Code 53227
Home Phone Number		Age --	Date of Birth	Place of Birth Corvallis, OR	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- Agent** of The Noodle Shop, Co.- Colorado, Inc.
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 2 plus years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
DUI in 2010 (State of Oregon) DUI in 2013 in (New Mexico) - both resolved
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. See attached
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Noodles & Company	520 Zang St, Broomfield, CO 80021	08/27/14	Present
Qdoba Mexican Grill	5075 S. 76th Street, Greenfield, WI	01/2014	08/2014

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

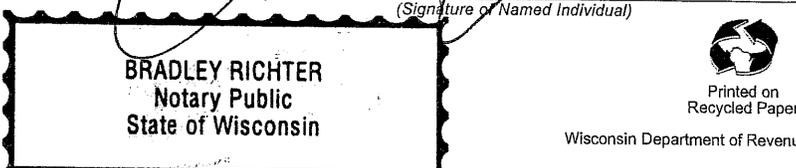
Subscribed and sworn to before me

this 22 day of AUGUST, 2016
Bradley Richter
(Clerk/Notary Public)

My commission expires 9-18-18

Bradley Richter
(Signature of Named Individual)

BRADLEY RICHTER
 Notary Public
 State of Wisconsin



Printed on Recycled Paper
 Wisconsin Department of Revenue

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Strasen		Paul		A	
Home Address (street/route)	Post Office	City	State	Zip Code	
6 White Alder		Littleton	CO	80127	
Home Phone Number	Age	Date of Birth	Place of Birth		
			Indiana		

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- Officer/Director** of **The Noodle Shop, Co.- Colorado, Inc.**
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? n/a
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. Please see attached list
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Noodles & Company	520 Zang St, Broomfield, CO 80021	01/2008	Present
Employer's Name	Employer's Address	Employed From	To
Houlihans	8700 State Line Rd, Leawood KS	01/2001	2007

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 24TH day of AUGUST, 2016
Rachel S. von Rivenburgh
(Clerk/Notary Public)

R. I. A. S.
(Signature of Named Individual)

My commission expires SEPT 29, 2016

RACHEL S. VON RIVENBURGH
 NOTARY PUBLIC
 STATE OF COLORADO
 NOTARY ID # 20084032685
 MY COMMISSION EXPIRES SEPTEMBER 29, 2016



Printed on Recycled Paper

Wisconsin Department of Revenue

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Boennighausen		David		James	
Home Address (street/route)		Post Office	City	State	Zip Code
2593 Sunshine Canyon			Boulder	CO	80302
Home Phone Number			Age	Date of Birth	Place of Birth
					St. Louis, MO

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Officer/Director of The Noodle Shop, Co.- Colorado, Inc.
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? n/a
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify: Please see attached list
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Noodles & Company	520 Zang St, Broomfield, CO 80021	06/2004	Present
May Dept Stores		06/00	08/01

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me.

this 24TH day of AUGUST, 2016
[Signature]
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires SEPT 29, 2016

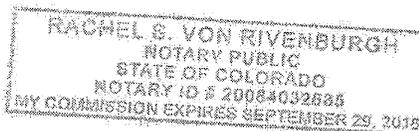


EXHIBIT A

Officers and Sole Director
of
The Noodle Shop, Co. - Colorado, Inc
dated 7/15/2015

Name: Paul Strasen
Address: 6 White Alder, Littleton, CO 80127
Title: President, Assistant Secretary, Director

Name: Dave Boennighausen
Address: 2593 Sunshine Canyon, Boulder CO 80302
Title: Secretary

List of Stock Holders & Corporate Organization
for
The Noodle Shop, Co. - Colorado, Inc.

Sole Stockholder (100%) - TNSC, Inc. a Colorado corporation
Address: 520 Zang Street, Broomfield, CO 80021

TNSC, Inc. is 100% owned by Noodles & Company, a Delaware corporation which is publically traded on the NASDAQ.

Exhibit B
 ESTABLISHMENTS IN WISCONSIN
 Noodles & Company

201	732 State Street	Madison	WI	53703
202	7050 Mineral Point	Madison	WI	53717
203	6520 Monona Drive	Monona	WI	53716
204	8781 N. Port Washington Road	Milwaukee	WI	53217
205	1390 Capitol Drive, Suite 2	Pewaukee	WI	53072
206	3121 North Oakland Avenue	Milwaukee	WI	53211
207	2981 Triverton Pike Drive	Fitchburg	WI	53711
208	17000 W. Bluemound Road, Unit H	Brookfield	WI	53005-5960
209	W 176 N 9336 Rivercrest Drive	Menomonee Falls	WI	53051
210	7700 West State Street	Wauwatosa	WI	53213-2640
211	4280 East Towne Blvd	Madison	WI	53704
212	2665 South Oneida Street	Green Bay	WI	54303
213	3600 University Avenue	Madison	WI	53705
214	15630 West National Avenue	New Berlin	WI	53151
215	2729 West Oklahoma Avenue	Milwaukee	WI	53215-4326
216	5794 S. 108th Street	Hales Corners	WI	53130
217	4333 Wisconsin Avenue	Appleton	WI	54913
218	425 West Paradise Drive	West Bend	WI	53095
219	2259 Humes Road	Janesville	WI	53545-0258
220	5720 Washington Avenue	Mt Pleasant	WI	53406
221	3260 Golf Road	Delafield	WI	53018
222	7224 118th Ave, Suite A	Kenosha	WI	53142
223	12132 West Capitol, Suite O	Wauwatosa	WI	53222
224	1351 North Port Washington Road	Grafton	WI	53024
225	4859 S. 76th Street	Greenfield	WI	53220
226	1210 W Sunset Dr	Waukesha	WI	53189
227	3719 E. Calumet St	Appleton	WI	54915
228	8609 S. Howell Ave	Oak Creek	WI	53154
229	544 Ogden	Milwaukee	WI	53202
231	1055 Pearson Drive	Hudson	WI	54016

232	10942 N. Port Washington Rd	Mequon	WI	53092
233	2450 E. Mason Rd	Green Bay	WI	54302
234	75 Gasser Rd, Ste E	Village of Lake Delton	WI	53940
235	555 S. Taylor Dr	Sheboygan	WI	53081
236	1560 S. Koeller St	Oshkosh	WI	54902
238	1601 Deming Way, Suite 100	Middleton	WI	53562
239	1310 Miller Parkway	Milwaukee	WI	53214
240	2900 Milwaukee Road	Beloit	WI	53511
242	4530 Calumet Dr., Suite 101	Manitowac	WI	54220

WISCONSIN

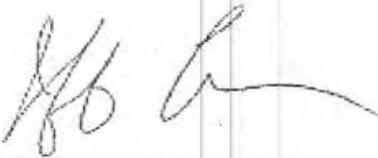
SELLER / SERVER CERTIFICATION

Trainee Name: Michael Pittenger

Date of Completion: 10/09/2014

School Name: 360training.com, Inc.

Certification # WI-13723

I, 
_____ certify that the above named person successfully completed an approved Learn2Serve Seller/Server course.

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66



learn²
serve

Corporate Headquarters

13801 Burnet Rd., Suite 100

Austin, Texas 78727

P: 800-442-1149

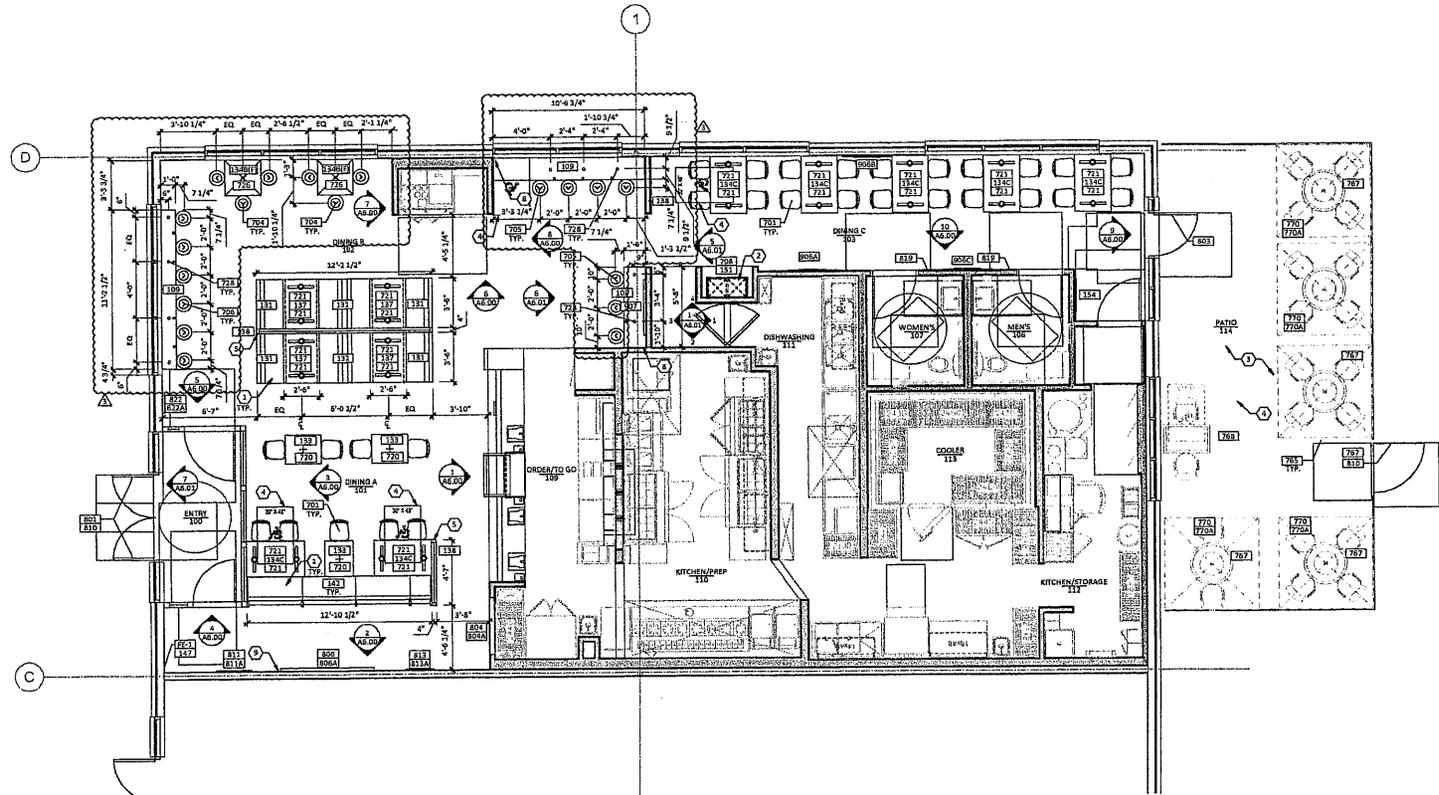
- ### GENERAL NOTES
- GC TO REFER TO MILLWORK SHOP DRAWINGS FOR SPECIFIC SIZES AND DETAILS.
 - CABLE FIXED TABLES TO WALLS.
 - CHAIR RAIL AND BASE TO BE INSTALLED AFTER BOOTHS FOR TIGHTEST FIT POSSIBLE.
 - EQUIPMENT SPACING DIMENSIONS TO BE COORDINATED WITH KITCHEN EQUIPMENT REQUIREMENTS AND FIELD CONDITIONS.
 - CORR DRILL STOOLS AND BOLT DOWN TABLES IF SLAB ON GRADE U.N.O.
 - CENTERLINE OF STOOLS TO BE LOCATED 7 1/2" FROM FACE OF TABLE EDGE, SPACE STOOLS 2'-0" APART, O.C.
 - TABLES WITH SINGLE BASE TO HAVE BASE MOUNTED AT THE CENTER POINT.
 - REFER TO PLAN FOR TABLE BASE DIMENSIONS FOR TABLES WITH MORE THAN ONE BASE.
 - STOOL BASE TUMP COVERS SHALL BE DRILLED AND TAPPED WITH SET SCREW INSTALLED TO PREVENT COVER FROM MOVING.

- ### KEY NOTES
- BOOTH AND BANQUETTE SEATING TO BE BUILT WITH STORAGE.
 - BOOSTER SEAT SHELF, BY MILLWORK SUPPLIER, 48" AFF. GC TO INSTALL.
 - G.C. TO PROVIDE AND INSTALL VINYL COATED AIRCRAFT CABLE, MIN. 50 FT. LENGTH, TO LOCK PATIO TABLES AND CHAIRS, TYP.
 - 2'-6" MIN CLEAR TYP. AT ACCESSIBLE SEATING.
 - G.C. TO COORDINATE SUPPORT CONNECTIONS AT SLAB WITH MILLWORK SHOP DRAWINGS PRIOR TO STARTING CONSTRUCTION.
 - NOT USED
 - NOT USED
 - WALL CLEAT SUPPORT. GC TO COORDINATE WITH MILLWORK FOR INSTALLATION.
 - G.C. TO VERIFY THERE ARE NO UTILIZED FIRE ALARM PULLS, SECURITY KEYPADS, STROBES, ETC. ON THE WALL TO INTERFERE WITH THE WALL HUNG MENU BOARD.

ART SCHEDULE

REF.	QUANTITY	SIZE	DESCRIPTION
906 A	1	41" X 41"	B&W PHOTO WITH FRAME
906 B	3	41" X 41"	B&W PHOTO WITH FRAME
906 C	0	41" X 41"	B&W PHOTO WITH FRAME
906 D	0	41" X 41"	B&W PHOTO WITH FRAME
906 E	0	41" X 41"	B&W PHOTO WITH FRAME
906 F	0	41" X 41"	B&W PHOTO WITH FRAME
907	1	20" X 46 1/2" W	'YWK PLEXI PANELS'
908	0	CUSTOM	VINYL WALL MURAL

NOTES:
906 ARTWORK SHOULD BE MOUNTED 4'-0" TO CENTER
ARTWORK VENDOR FOR ITEMS 906 TO COORDINATE & LABEL THE BACKSIDE OF ALL WALL ART IN CONJUNCTION WITH THE ART SCHEDULE



FURNITURE PLAN
A1.31
1/4" = 1'-0"



DATE: 12.18.2015
DRAWN: 07.31.2016

PROJECT: 15-3016

NOODLES & COMPANY (#243)
351 PELLER ROAD
LAKE GENEVA, WI 53147

FOR NOODLES & CO.
520 ZANG ST., STE D, BROOMFIELD, CO 80021

PROJECT NUMBER: 15-3016

- ISSUANCE/REVISIONS
- ISSUED FOR PERMIT 12.18.2015
 - REVISED FOR PERMIT 01.15.2016
 - ISSUED FOR CITY/HEALTH 02.15.2016
 - ISSUED FOR BID 04.28.2016
 - ISSUED FOR CONSTRUCTION 06.17.2016

FURNITURE PLAN & NOTES

SHEET:

A1.31



WISCONSIN DEPARTMENT OF REVENUE
PO BOX 8902
MADISON, WI 53708-8902

Contact Information:

2135 RIMROCK RD PO BOX 8902
MADISON, WI 53708-8902
ph: 608-266-2776 fax: 608-264-6884
email: DORBusinessTax@revenue.wi.gov
website: revenue.wi.gov

Letter ID L0702058336

JENNIFER MCVAY
THE NOODLE SHOP, CO.-COLORADO, INC.
520 ZANG ST STE D
BROOMFIELD CO 80021-8239

Wisconsin Department of Revenue Seller's Permit

Legal/real name: THE NOODLE SHOP, CO.-COLORADO, INC.
Business name: NOODLES & COMPANY
351 PELLER RD
LAKE GENEVA WI 53147-4544

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

Tax Type

Account Type

Account Number

Sales & Use Tax

Seller's Permit

456-0000830197-03

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: 9-16-16

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 11/13/16 @ 5:00p.m. and ending 11/13/16 @ 8:00p.m. 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
non-profit/Charity Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name JAMM Family Support, Inc.

(b) Address 23619 113th Street Trevor, WI 53179
(Street) Town Village City

(c) Date organized 12-22-15

(d) If corporation, give date of incorporation 12-22-15

(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 George MacIntyre, Jr. - address above

Vice President Jim De Zeeuw 3410 Pineview Ct. Cato, WI 54230

Secretary Staci Growe 1336 Lakeview Ct. Pewaukee, WI

Treasurer Jennifer MacIntyre - address above

(g) Name and address of manager or person in charge of affair: George & Jennifer MacIntyre

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 Riviera Ballroom 812 Wrigley Drive

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event JAMM Family Support Fall Fundraising Celebration

(b) Dates of event Sunday November 13, 2016

DECLARATION

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

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 9/16/16

Date Granted by Council _____

(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: JAMM Family Support, Inc.

Name of Event: JAMM Family Support Fundraising Celebration

Date of Event: Sunday November 13, 2016

Time of Event: 5:00 pm — 8:00 p.m.
(Beginning) (Ending)

Event Contact Person: Jennifer MacIntyre

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

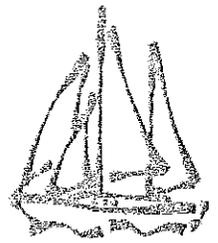
**PLEASE FILL ALL BLANKS COMPLETELY.
THIS INFORMATION IS NEEDED TO COMPLETELY PROCESS YOUR
TEMPORARY RETAILER'S LICENSE APPLICATION.**

For Office Use Only

Date Filed: <u>9-16-16</u>	Receipt No: <u>C160916-9</u>
Total Amount: <u>10.00</u>	
Forwarded to Police Chief: <u>9/19/16</u>	
Recommendation: <u>Approved</u>	Denied
Verification that not more than 2 temporary wine licenses have been issued to this applicant within the last 12 months: <input checked="" type="checkbox"/>	
FLR Approval: _____	License Issued: _____
Council Approval: _____	License Number: _____
MAILTO: Organization	License Expires: _____



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: MacIntyre Jennifer Marie
Last First Middle

Maiden Name: Vasko Date of Birth: _____

Address (Physical): 23619 113th Street

Mailing Address (if different): _____

City, State, Zip: Trevor, WI 53179

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: _____

Address: _____

Name of Event where licensee will work: JAMM family Support Fundraising Even

Date of Event: Sunday November 13, 2016

APPLICANT SIGNATURE

Jennifer M. MacIntyre DATE: 9-16-16

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: 9-16-16 Receipt No: C160916-9

Total Amount: 16.00

Forwarded to Police Chief: 9/19/16

Background Completed: 9-19-16 *JF*

Recommendation: *[Signature]* Approved 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: Individual, Organization

City of Lake Geneva

Licenses Issued Between: 9/26/2016 and 9/26/2016

Date: 9/23/2016

Time: 11:41 AM

Page: 1

Operator's Regular - Originals

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>
9/26/2016	2016 -280	Stephanie Pople Employer: Champs Sports Bar & Grill / L&	1818 Spring Dale Drive 747 Main St	50.00
9/26/2016	2016 -281	David Aaron Cox Employer: Stop N Go #265	N3616 Elm Ridge Rd 896 Wells St.	50.00

Operator's Regular

Count: 2

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 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.

any type of copay or shared expense as a reduction in benefits, he views it as maintaining the benefits you already have. It doesn't appear from our budget standpoint that we are able to maintain the cost of healthcare. The struggle is trying to satisfy employees and satisfy the taxpayers. The question is who pays for it, either the taxpayers or shared with the employees. There was further discussion on other cost saving measures such as transparency, plan design changes and the wellness program. They discussed whether or not the downward trend was enough to reach our goal or should changes be done now.

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)

Mr. Oborn explained this was brought up as one of the tools to drive down costs. He reminded the council that the pay scale was lowered 4% due to the city having a better health insurance plan. Now would be the time for them to consider implementing it or not as it would give employees time to enroll in a spousal plan. Cost sharing would be based on a percentage of rates. This is a tough decision and a balance between what is fair for employees and taxpayers. The 15% premium share would be 15% of the difference between the single rate and family rate.

Hedlund/Horne motion to recommend option 7, a 15% premium share for family plans estimated at \$214.28 per month. Alderman Flower feels a gradual introduction with this is something they should keep in mind. Ms. Chappell stated they didn't have the information that there are 17 single and 56 family plans at Personnel. In light of that, she doesn't believe they can put 15% onto the employees, but should phase it in at 5%. There was further health care coverage discussion, noting the city does not employ the family. Alderman Horne stated industry tells us that costs are going to go up; they are not going to go down. He does not feel they have made enough change.

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

Chappell motion that we revisit this in one year's time and allow the employees to continue with the wellness and HealthCheck 360. Motion fails for lack of second.

Gelting/Flower motion to continue to the 1st Council meeting in October for more information.

Mr. Gelting would like to see actual trending numbers. Mr. Howell felt hard decisions may have to be made, but doesn't feel he presently has the information. There was discussion on if that would give the employees enough time or not to open enroll. Comptroller Pollitt pointed out this is a significant line item in the budget and would rather they discuss it sooner than later.

Alderman Gelting withdrew his motion

Gelting/Flower motion to continue to the next Council meeting with the additional information requested.

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

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)

Kordus/Gelting to continue to the next council meeting with additional information requested.

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

Kordus/Horne motion to approve Michael's Signs, Inc. TIF4 Escrow Draw Request No. 2 for \$25,300.00

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

Discussion/Action of Hein Electric TIF4 Escrow Draw Request No. 4 for \$22,119.90 with overage of \$19,090.90 from Capital Fund

Kordus/Gelting motion to continue to the next council meeting.

Mr. Oborn will look into the overage further and provide more information.

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

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 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."

any type of copay or shared expense as a reduction in benefits, he views it as maintaining the benefits you already have. It doesn't appear from our budget standpoint that we are able to maintain the cost of healthcare. The struggle is trying to satisfy employees and satisfy the taxpayers. The question is who pays for it, either the taxpayers or shared with the employees. There was further discussion on other cost saving measures such as transparency, plan design changes and the wellness program. They discussed whether or not the downward trend was enough to reach our goal or should changes be done now.

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)

Mr. Oborn explained this was brought up as one of the tools to drive down costs. He reminded the council that the pay scale was lowered 4% due to the city having a better health insurance plan. Now would be the time for them to consider implementing it or not as it would give employees time to enroll in a spousal plan. Cost sharing would be based on a percentage of rates. This is a tough decision and a balance between what is fair for employees and taxpayers. The 15% premium share would be 15% of the difference between the single rate and family rate.

Hedlund/Horne motion to recommend option 7, a 15% premium share for family plans estimated at \$214.28 per month. Alderman Flower feels a gradual introduction with this is something they should keep in mind. Ms. Chappell stated they didn't have the information that there are 17 single and 56 family plans at Personnel. In light of that, she doesn't believe they can put 15% onto the employees, but should phase it in at 5%. There was further health care coverage discussion, noting the city does not employ the family. Alderman Horne stated industry tells us that costs are going to go up; they are not going to go down. He does not feel they have made enough change.

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

Chappell motion that we revisit this in one year's time and allow the employees to continue with the wellness and HealthCheck 360. Motion fails for lack of second.

Gelting/Flower motion to continue to the 1st Council meeting in October for more information.

Mr. Gelting would like to see actual trending numbers. Mr. Howell felt hard decisions may have to be made, but doesn't feel he presently has the information. There was discussion on if that would give the employees enough time or not to open enroll. Comptroller Pollitt pointed out this is a significant line item in the budget and would rather they discuss it sooner than later.

Alderman Gelting withdrew his motion

Gelting/Flower motion to continue to the next Council meeting with the additional information requested.

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

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)

Kordus/Gelting to continue to the next council meeting with additional information requested.

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

Kordus/Horne motion to approve Michael's Signs, Inc. TIF4 Escrow Draw Request No. 2 for \$25,300.00

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

Discussion/Action of Hein Electric TIF4 Escrow Draw Request No. 4 for \$22,119.90 with overage of \$19,090.90 from Capital Fund

Kordus/Gelting motion to continue to the next council meeting.

Mr. Oborn will look into the overage further and provide more information.

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

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:
	9/23/2016

To (Owner): City of Lake Geneva	From (Contractor/Vendor/Grantee): Hein Electric Supply Company	Via (City Official/Engineer) Director of Public Works & Utilities
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Project: 11) Main Street Lighting	Contract/Quote: Lighting Materials
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Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
1		
Total	-	

1. Current Contract/Quote/Grant Amount	66,995.08
2. Less Previous Non Escrow Payments	1,423.10
3. Balance of Escrow	<u>65,571.98</u>
4. Less Previous Escrow Payments	62,542.72
5. Plus/Less Change Orders	
6. Balance Available	<u>3,029.26</u>
7. Amount Due this Application	<u>3,029.26</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

Howell/Gelting motion to approve 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

Mr. Oborn noted we lost 5 million last year due to tax loopholes and 2.2 million this year with Best Buy doing a settlement. The tax loophole lets commercial businesses value their store as empty and that is what they are taxed at. If commercial value drops on commercial property, residential has to subsidize businesses.

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

Discussion/Action on Resolution 16-R45, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax).

Alderman Kordus stated his intent was to only have discussion, not set a referendum date.

Kordus/Howell motion to continue this item to the next meeting and come back with referendum wording only. There was discussion on referendum language and the procedure they are going to use in contacting other municipalities. Alderman Kordus feels that if this is passed, it is committing the city to an election on April 4th. He suggested they direct the administrator to pass the language onto neighboring municipalities for review after the City Attorney has reviewed it. Alderman Flower was not sure she is on board with even doing this. She doesn't want to mislead any of the communities.

Alderman Kordus withdrew his motion.

Kordus/Howell motion to continue this item to the next meeting. Unanimously carried.

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)*

Mr. Kordus motioned to ask City Attorney to eliminate the ordinance containing the Parking Commission. Mayor Kupsik asked if he would consider continuing the item for more time to discuss.

Kordus/Chappell motion to continue this item to the next council meeting. Unanimously carried.

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)*

Ms. Flower motioned to change it to an acting Director of Public Works position. Motion fails for lack of second.

Hedlund/Howell motion to recommend the Director of Public Works to be a stand-alone position to be responsible to the city and City Administrator with corresponding organizational chart change.

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 1 with Alderman Flower voting “no.”

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)*

Mayor Kupsik stated the purpose of this workshop is to discuss the operation of the utilities and how they are going to interact with the city.

Kordus/Skates motion to hold a joint workshop with the City Council and Utility Commission on October 20th at 5:00pm in the upstairs police training room if available.

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 \$12,097.03

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 1 with Alderman Howell “abstaining.”

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.



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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

Howell/Gelting motion to approve 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

Mr. Oborn noted we lost 5 million last year due to tax loopholes and 2.2 million this year with Best Buy doing a settlement. The tax loophole lets commercial businesses value their store as empty and that is what they are taxed at. If commercial value drops on commercial property, residential has to subsidize businesses.

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

Discussion/Action on Resolution 16-R45, Notice of Referendum Election Regarding Tourist Sales Tax (Premier Resort Area Tax).

Alderman Kordus stated his intent was to only have discussion, not set a referendum date.

Kordus/Howell motion to continue this item to the next meeting and come back with referendum wording only. There was discussion on referendum language and the procedure they are going to use in contacting other municipalities. Alderman Kordus feels that if this is passed, it is committing the city to an election on April 4th. He suggested they direct the administrator to pass the language onto neighboring municipalities for review after the City Attorney has reviewed it. Alderman Flower was not sure she is on board with even doing this. She doesn't want to mislead any of the communities.

Alderman Kordus withdrew his motion.

Kordus/Howell motion to continue this item to the next meeting. Unanimously carried.

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)*

Mr. Kordus motioned to ask City Attorney to eliminate the ordinance containing the Parking Commission. Mayor Kupsik asked if he would consider continuing the item for more time to discuss.

Kordus/Chappell motion to continue this item to the next council meeting. Unanimously carried.

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)*

Ms. Flower motioned to change it to an acting Director of Public Works position. Motion fails for lack of second.

Hedlund/Howell motion to recommend the Director of Public Works to be a stand-alone position to be responsible to the city and City Administrator with corresponding organizational chart change.

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 1 with Alderman Flower voting “no.”

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)*

Mayor Kupsik stated the purpose of this workshop is to discuss the operation of the utilities and how they are going to interact with the city.

Kordus/Skates motion to hold a joint workshop with the City Council and Utility Commission on October 20th at 5:00pm in the upstairs police training room if available.

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 \$12,097.03

Roll Call: Chappell, Kordus, Skates, Flower, Gelting, Horne, Hedlund voting “yes.” Motion carried 7 to 1 with Alderman Howell “abstaining.”

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

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

1

Application Period:

Application Date:

8/23/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Breezy Hill Nursery

Via (City Official/Engineer)

Director of Public Works

Project:

10) Main Street Widening

Contract/Quote:

Parkway Lawn Restoration

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	25,100.50
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<u>25,100.50</u>
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	<u>25,100.50</u>
7. Amount Due this Application	<u>3,101.83</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. 3

	Application Period:	Application Date: 8/25/2016
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	-
3. Balance of Escrow	56,988.50
4. Less Previous Escrow Payments	28,400.00
5. Plus/Less Change Orders	-
6. Balance Available	28,588.50
7. Amount Due this Application	17,190.80

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: <i>Steph J. Puchoski</i>	Date: <i>9.20.16</i>
------------------------------	----------------------

Approved by: _____
Escrow Agent Date

CITY OF LAKE GENEVA RESOLUTION 16-R47

#JustFixItWI Transportation Funding

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to "Filling Potholes: A New Look at Funding Local Transportation in Wisconsin," commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to "Filling Potholes," municipal transportation spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

WHEREAS, high quality and fast transit systems are critical to attracting businesses and people to urban areas, yet state funding for transit is less today than it was five years ago; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin's over-reliance on borrowing eats away at the state's segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

WHEREAS, the City Council of the City of Lake Geneva recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the condition of our state and local roads as well as local transit systems will deteriorate significantly over the next decade.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lake Geneva urges the Governor and Legislature to #JustFixItWI and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's multi-modal transportation system. Furthermore, the City Council directs the Clerk to send a copy of this resolution to our State Legislators, Governor Scott Walker and the League of Wisconsin Municipalities.

Adopted by the City Council of the City of Lake Geneva on September 26, 2016.

Alan Kupsik, Mayor

ATTEST:

Sabrina Waswo, City Clerk

City of Lake Geneva

Paul Lessila / Holly Rabe

Effective: 10/1/16 - 10/1/17

Company Year	Prior Year LWMMI	Current Year - By Companies Quoting		
	2015	LWMMI 2016	Difference	
Coverages				
General Liability	\$30,913.00	\$30,913.00	\$0.00	0.0%
Police Prof Liability	\$15,862.00	\$16,969.00	\$1,107.00	7.0% Police count increase 21.5 to 23 due to under reporting
Public Officials Liability	\$16,225.00	\$16,225.00	\$0.00	0.0%
No-Fault Sewer	\$13,468.00	\$13,599.00	\$131.00	1.0% Population increase 7,696 to 7,771
Auto Liability	\$17,324.00	\$18,046.00	\$722.00	4.2% Number of rateable vehicles increased 72 to 75
Auto Physical Damage	\$19,406.00	\$21,316.00	\$1,910.00	9.8% Value increased due to number of rateable vehicles increase
Package Total	\$113,198.00	\$117,068.00	\$3,870.00	3.4%
Crime	\$958.00 <i>Hanover</i>	\$1,006.00 <i>Hanover</i>	\$48.00	5.0% Rate increases due to property value increases & changes
Property & Boiler	\$54,455.00 <i>Chubb</i>	\$56,039.00 <i>Chubb</i>	\$1,584.00	2.9% Renewal quote with Terrorism option: \$57,149
Subtotal	\$168,611.00	\$174,113.00	\$1,632.00	1.0%
Workers Compensation	\$156,678.00	\$160,250.00	\$3,572.00	2.3%
Estimated Premium	\$325,289.00	\$334,363.00	\$9,074.00	2.8%

**City of Lake Geneva
Work Comp Comparison**

Code	Class	2015 Exposure	2015 Rate	2015 Premium	2016 Exposure	2016 Rate	2016 Premium	Exposure Difference	Rate Difference	Premium Difference
7709	Volunteer Fire	8,896	<i>Population</i>	\$5,381	8,971	<i>Population</i>	\$5,311	75		-\$70
7520	Waterworks Ops	452,150	3.79	\$17,136	477,600	4.26	\$20,346	25,450	0.47	\$3,210
7720	Police Officers	1,505,537	3.85	\$57,963	1,567,800	3.48	\$54,559	62,263	-0.37	-\$3,404
8810	Clerical Office	1,609,327	0.25	\$4,023	1,574,900	0.24	\$3,780	-34,427	-0.01	-\$243
9412	Municipal Ops	1,091,771	4.90	\$53,497	1,144,500	4.61	\$52,761	52,729	-0.29	-\$736
Payroll/Exposure Total		4,667,681			4,773,771			106,090	2.27%	-\$1,243
Premium Sub-Total				\$138,000			\$136,757			
Experience Mod			1.24	\$33,120		1.28	\$38,292		0.04	\$5,172
Premium Discount			8.6	-\$14,662		8.6	-\$15,019			-\$357
Expense Constant				\$220			\$220			
Terrorism				\$0			\$0			
Total				\$156,678			\$160,250			\$3,572

Claims 2011 \$ 67,000
 2012 \$ 150,000
 2013 \$ 76,000
 \$ 293,000

Claims 2012 \$ 150,000
 2013 \$ 76,000
 2014 \$ 84,000
 \$ 310,000

Difference \$ 17,000

This Notice pertains to the following quotation issued by an insurer of the Chubb Group of Insurance Companies. If you have more than one Chubb policy, you will receive individual notice(s) for each policy to which the Terrorism Risk Insurance Act applies.

Mailing Date September 20, 2016
Insured Name City Of Lake Geneva
Mailing Street Address 626 Geneva Street
Mailing City, State, Zip Lake Geneva, Wisconsin 53147

Policy Type	Policy Number	Effective Date	Underwriting Company
Property	35900873	10/1/2016	Great Northern Insurance Company

CHUBB® IMPORTANT NOTICE TO POLICYHOLDER TERRORISM RISK INSURANCE ACT

You are hereby notified that pursuant to the Terrorism Risk Insurance Act (the "Act") we are making available to you insurance for losses arising out of certain acts of terrorism. Terrorism is defined as any act certified by the Secretary of the Treasury of the United States, to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of an air carrier or vessel or the premises of a United States Mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

You should know that the insurance provided by your policy for losses caused by acts of terrorism is partially reimbursed by the United States of America under the formula set forth in the Act. Under this formula, the United States of America pays 85% of covered terrorism losses that exceed the statutorily established deductible to be paid by the insurance company providing the insurance. Beginning in 2016, the Federal Share will be reduced by 1% per year until it reaches 80%, where it will remain.

However, if aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed \$100 billion in a calendar year, the Treasury shall not make any payment for any portion of the amount of such losses that exceeds \$100 billion.

If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed \$100 billion in a calendar year and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds \$100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

The portion of your annual premium that is attributable to insurance for such acts of terrorism is: \$

If you elect not to purchase coverage for terrorism and your policy provides commercial property insurance in a jurisdiction that has a statutory standard fire policy, the premium shown here for Ensuing Fire is the amount attributable to the insurance provided pursuant to that statutory standard fire policy. This coverage cannot be rejected. That amount is \$

Important Notice

This Notice pertains to the following quotation issued by an insurer of the Chubb Group of Insurance Companies. If you have more than one Chubb policy, you will receive individual notice(s) for each policy to which the Terrorism Risk Insurance Act applies.

Mailing Date September 20, 2016
Insured Name City Of Lake Geneva
Mailing Street Address 626 Geneva Street
Mailing City, State, Zip Lake Geneva, Wisconsin 53147

Policy Type	Policy Number	Effective Date	Underwriting Company
Property	35900873	10/1/2016	Great Northern Insurance Company

Under the Act, you have thirty (30) days from the date of this notice to consider whether or not you wish to maintain insurance for terrorism losses covered by the Act.

If you elect not to maintain this insurance, please so indicate by placing an “X” in the space provided on the next page, sign and return this disclosure notice to your agent or broker as soon as possible. By electing not to maintain this insurance, you agree that we may attach a terrorism exclusion or sublimits to your policy. If you do not sign and return this disclosure notice, you will be deemed to have decided to maintain this insurance, subject to the next paragraph.

If you elect to maintain this insurance, you must pay the premium disclosed above, otherwise we will avail ourselves of our normal remedies for nonpayment of premium, including cancellation of your policy in accordance with its terms.

Important Notice

This Notice pertains to the following quotation issued by an insurer of the Chubb Group of Insurance Companies. If you have more than one Chubb policy, you will receive individual notice(s) for each policy to which the Terrorism Risk Insurance Act applies.

Mailing Date September 20, 2016
Insured Name City Of Lake Geneva
Mailing Street Address 626 Geneva Street
Mailing City, State, Zip Lake Geneva, Wisconsin 53147

Policy Type	Policy Number	Effective Date	Underwriting Company
Property	35900873	10/1/2016	Great Northern Insurance Company

Rejection of terrorism insurance:

I hereby reject terrorism insurance and elect to have a terrorism exclusion, sublimit or other limitation included in my policy. I understand that I will have no, or limited, coverage for losses arising from acts of terrorism.

Policyholder/Applicant's Name: _____

Policyholder/Applicant's Signature: _____

Date: _____

James P. Howe
GODFREY, LEIBSLE, BLACKBOURN &
HOWARTH, S.C.
354 Seymour Court
Elkhorn, Wisconsin 53121

Parcel Identification Number (PIN):
ZYUP00149C, ZYUP00174, ZYUP00173,
ZYUP00149A, ZA 10270000, and ZYUP00149D

FIRST AMENDMENT TO
AMENDED AND RESTATED DEVELOPMENT AGREEMENT

THIS FIRST AMENDMENT TO AMENDED AND RESTATED DEVELOPMENT AGREEMENT (“Amendment”) is made this 26th day of September, 2016, between the CITY OF LAKE GENEVA, Walworth County, Wisconsin (“City”), Southland Farms LLC, a Wisconsin limited liability company (“Owner”), and FAIRWYN SB, INC., a Wisconsin corporation (“Fairwyn SB”).

RECITALS

WHEREAS, the City is a Wisconsin municipal corporation, organized and existing pursuant to Wis. Stat. Ch. 62, with authority to enter into this Amendment under its zoning and annexation ordinances, as well as the general home rule authority vested in it under Wisconsin law; and

WHEREAS, the Owner is the owner of certain real property located in the City, between Townline Road to the north and Bloomfield Road to the south, and is known as "Southland Farms"; and

WHEREAS, Southland Farms has been zoned PD, Planned Development, per Ordinance No. 05-24, and has been the subject of a General Development Plan which was first approved on August 18, 2005, subsequently amended on August 14, 2006, and further amended on July 27, 2015 to designate a major portion of Southland Farms to be known as "Symphony Bay". A Final Plat of Symphony Bay Subdivision has been approved by the City and recorded. A Precise Implementation Plan ("PIP") for Symphony Bay has been approved by the City, on March 14, 2016; and

WHEREAS, on January 28, 2015, the Owner entered into a contract to sell what is now known as Symphony Bay (“Contract”) to Orleans RHIL, LP, an Illinois limited partnership (“Orleans”);and

WHEREAS, on July 21, 2015, Orleans was acquired by Taylor Morrison of Illinois, Inc., an Illinois corporation (“Taylor Morrison”), and a subsidiary of Taylor Morrison Home Corp. As part of such acquisition, Taylor Morrison assumed the benefits and obligation of the Contract; and

WHEREAS, as part of those obligations and benefits, Taylor Morrison assumed the role of Developer of Symphony Bay, and entered into a certain Amended and Restated Development Agreement with the City dated April 29, 2016 (“Amended Agreement”); and

WHEREAS, on July 29, 2016, three days before the date set forth closing of the purchase of Phase 1 of Symphony Bay, Taylor Morrison notified the Owner that it would not proceed with the purchase of Symphony Bay and agreed to assign its rights as Developer to Fairwyn SB, subject, however, to the approval of the City; and

WHEREAS, Fairwyn SB is owned by Brian Pollard and has the exclusive right to acquire Symphony Bay from the Owner.

NOW, THEREFORE, the City and Fairwyn SB, with the consent of the Owner, hereby amend the Amended Agreement as follows:

SECTION 1 RESTATEMENT OF RECITALS

SECTION 1.1 **Recitals Incorporated**. The Recitals above are restated in the text of this Amendment by reference as if set forth in full herein, and as such constitute agreements by and between the parties made part and parcel of this Amendment.

SECTION 1.2 **Commencement**. Section 8.1 of the Amended Agreement is hereby deleted, and the following substituted in its place:

“8.1 **Commencement**. It is anticipated that construction of the Improvements for the initial phase of Symphony Bay will commence no later than September 2017. The term of this Amended Agreement shall expire on the tenth (10th) anniversary date of such commencement of construction; provided, however, that the Developer may seek extension as reasonably necessary to complete Symphony Bay.”

SECTION 1.3 **Assignment**. Pursuant to the provisions of Section 12.17 of the Amended Agreement, the City hereby waives the thirty (30) day notice required thereunder,

releases Taylor Morrison as Developer under the Amended Agreement, and accepts Fairwyn SB as such Developer in its place and stead. Fairwyn SB, by its execution of this Amendment, hereby accepts the assignment as such Developer, and agrees to be bound thereby as such successor Developer.

SECTION 1.4. **Remainder of Amended Agreement**. Except as expressly modified hereby, the Amended Agreement remains in full force and effect. Capitalized terms not defined herein shall have the same definitions assigned to such terms under the Amended Agreement.

SECTION 1.5 **Counterpart Execution**. This Amendment, and all other documents or instruments that may be required by this Amendment, may be executed in several counterparts, each of which shall be deemed an original, but all of which shall constitute one (1) and the same instrument. In addition, this Amendment may contain more than one (1) counterpart of the signature page, and this Amendment may be executed by the affixing of the signatures of each of the signers to one (1) of such counterpart signature pages; all of such counterpart signature pages shall be read as though one (1), and shall have the same force and effect as though all of the signers had signed a single signature page.

SECTION 1.6 **Owner Consent**. The Owner joins in this Amendment solely to consent to this Amendment and the changes to the Amended Agreement made hereunder.

IN WITNESS WHEREOF, the parties have executed this Amendment on the date first written above.

CITY:

CITY OF LAKE GENEVA, a Wisconsin municipal corporation

By: _____
Alan Kupsik, Mayor

Attest: _____
Sabrina Waswo, City Clerk

APPROVAL OF COMMON COUNCIL

This Amendment was approved by the Common Council of the City of Lake Geneva by Resolution dated the 26th day of September, 2016.

OWNER:

SOUTHLAND FARMS, LLC, a Wisconsin limited liability company, by its Manager, Fairwyn Development Corporation, a Wisconsin corporation

By: _____
Brian C. Pollard, President of Manager

DEVELOPER:

FAIRWYN SB, INC., a Wisconsin corporation

By: _____
Brian C. Pollard, President

MEMORANDUM OF UNDERSTANDING
BETWEEN PARATECH AMBULANCE SERVICE, INC. AND LAKE GENEVA FIRE DEPARTMENT RELATING
TO AMBULANCE BACK UP TO THE TOWNSHIP OF GENEVA

Effective for a period ending December 31, 2017 City of Lake Geneva and Lake Geneva Fire Department (LGFD) agrees but is not obligated to provide back-up services to Paratech Ambulance Service, Inc

I. PURPOSE: The intent of this Memorandum of Understanding is to define the role of Lake Geneva Fire Department with the specifics to ambulance backup services in the Town of Geneva Service Area served by Paratech Ambulance Service, Inc.

II. DEFINITIONS

"Service Area" means the Town of Geneva area assigned to Paratech Ambulance (Appendix A). Said back-up ambulance shall be requested by Walworth County Sherriff (WCS) at any time that Paratech Ambulance is already on an ambulance call or is unable to respond due to mechanical issues.

"Emergency medical services" means the pre-hospital assessment and treatment of a sick or injured individual initiated at the scene of an incident and continued through the transport and transfer, if found appropriate, of the individual to a medical facility or other appropriate location in order to prevent loss of life or aggravation of physiological or psychological illness or injury.

"Back-up" means to provide EMS services to Paratech Ambulance's Town of Geneva Service Area if Paratech is not available.

III. PARATECH AMBULANCE ROLE:

Paratech Ambulance agrees as follows:

1. To request assistance under the terms of this agreement.
2. To contact Lake Geneva Fire Department first for the provision of back-up EMS services.

IV. LAKE GENEVA FIRE DEPARTMENT ROLE:

The LGFD agrees to the following:

1. The rendering of assistance under the terms of this agreement shall not be mandatory, but at the time of receiving the request for assistance LGFD should immediately inform WCS if for any reason assistance cannot be rendered.
2. All services performed under this agreement shall be rendered without reimbursement by Paratech Ambulance, Inc. or the Town of Geneva. LGFD shall look directly to recipient of services for reimbursement.

V. LAKE GENEVA FIRE DEPARTMENT LEVEL OF SERVICE

1. LGFD shall provide service consistent with its State license while operating within the scope of practice authorized under LGFD's medical control.

VI. CONFLICT RESOLUTION

From time to time, personnel from one or another may have some concerns or questions regarding this Agreement or the working relationship of the parties. Should such issues arise, they shall be dealt with by each party's chain of command to provide answers and resolutions. Notwithstanding the foregoing, Lake Geneva Fire Department shall be the incident commander and in control of all "Service Area" scenes wherein Paratech Ambulance Service, Inc. and the Lake Geneva Fire Department are on the same scene.

MEMORANDUM OF UNDERSTANDING
BETWEEN PARATECH AMBULANCE SERVICE, INC. AND LAKE GENEVA FIRE DEPARTMENT RELATING
TO AMBULANCE BACK UP TO THE TOWNSHIP OF GENEVA

PAGE TWO

VII. INSURANCE

LGFD shall procure and maintain such insurance as is required by applicable federal and state law and as may be appropriate and reasonable to cover its staff, equipment, vehicles, and property, including but not limited to liability insurance, workers' compensation (if applicable), unemployment insurance, automobile liability, and property damage.

VIII. FIRE CHANNEL FREQUENCY AGREEMENT

The terms and conditions of that certain agreement dated September 30, 2004 by and between **Paratech Ambulance** and **LGFD** regarding the use of radio Frequency 154.415 is incorporated herein by reference as if stated fully herein.

This agreement shall become effective upon the date hereof and shall remain in full force and effect until receipt of written notice by one party to the other party, giving thirty (30) days notice of said cancellation.

PARTIES

PARATECH AMBULANCE SERVICE, INC.

CITY OF LAKE GENEVA

SIGNED BY

SIGNED BY

TITLE

TITLE

DATE

DATE

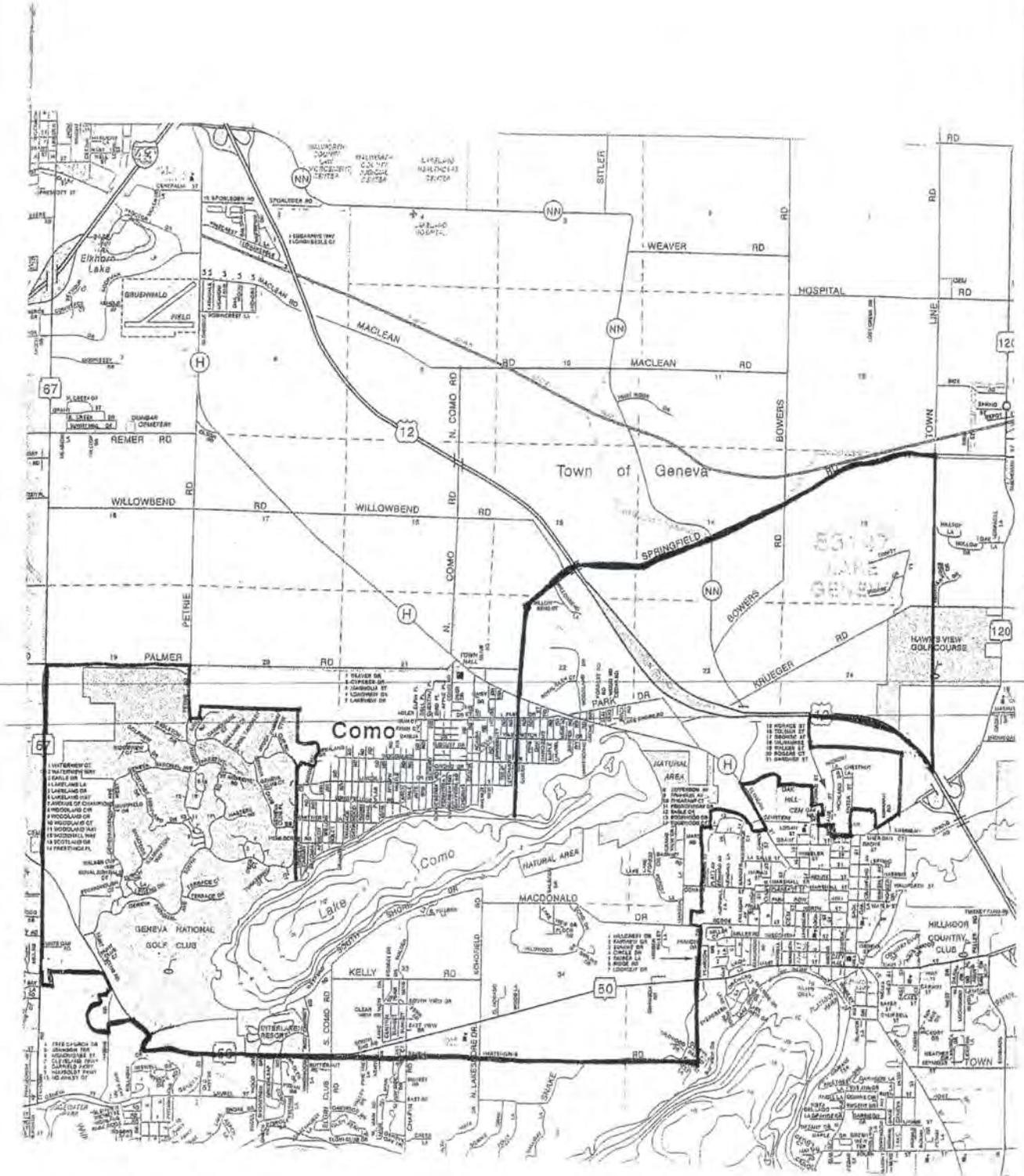
CITY OF LAKE GENEVA POLICE AND FIRE
COMMISSION



SIGNED BY

TITLE Police and Fire Commission President

DATE September 13, 2016



h. Resignation of POC position Firefighter Tyler TerHark

Hartz motioned to accept the resignation Firefighter Tyler TerHark regarding his POC position. Pollard seconded. Motion carried 4-0.

i. Policy P-100.17 - Media relations

Gramm motioned to accept Policy P-100.17 as presented. Pollard seconded. Motion carried 4-0.

j. Paratech MOU

Hartz motioned to accept Paratech MOU. Gramm seconded. Motion carried 4-0, Chief Peters send the MOU to Attorney Draper and he approved the MOU. The only change is that the Fire Department will add a small piece of coverage on Harris Road across from Interlaken.

k. Approval of Hiring List

Pollard motioned approval of the hiring list pending background checks. Bittner seconded. Motion carried 4-0.

The list of Firefighters/EMTs includes Paul Blount, Michelle Martinez, Roger Pattie and Daniel Zientek.

l. Return to full duty Firefighter Derek McKaig

Chief Peters stated that Firefighter McKaig has been given full clearance to return to full duty.

m. Reallocations of CIP 41-22-00-1423 Firehouse Flashing/Tuckpoint.

Gramm motioned to reallocate Firehouse Flashing/Tuckpoint money to use for soffits and shed repairs as approved for bids. Pollard seconded. Roll call: Bittner-Y, Gramm-Y, Pollard-Y, Hartz-Y. Motion carried 4-0.

Chief Peters would like to reallocate the \$10,000 that is left in the Firehouse Flashing/Tuckpoint account to make repairs for gutters at the firehouse and repairs to a shed. There will be a bid process for these repairs.

n. Three month review of Interim Chief Peters

The commission discussed appointing Interim Chief Peters as the Fire Chief. Hartz felt initially that a full time fire chief was needed but now he feels that a part time chief will be able to accomplish the needs of the Lake Geneva Fire Department. Members of the fire department staff also agree. Hartz is confident that Chief Peters has made the necessary changes to improve morale and to complete fundamental processes to make the department run more smoothly. Pollard agreed. Bittner agreed as well but felt that the issue should be discussed in closed session initially and then the final recommendation be made in open session. Decision was tabled until next month.

o. Approval of 2017 Budget

Bittner motioned to approve the operating budget in the amount of \$960,052.00. Pollard seconded. Roll call: Bittner-Y, Gramm-Y, Pollard-Y, Hartz-Y. Motion carried 4-0.

Chief Peters stated there were no changes to the operating budget since the budget workshop. Bittner also compared neighboring fire departments and noted Lake Geneva's operating budget is \$12,000.00 less than the City of Elkhorn. The fire department is on par with neighboring departments as far as costs.

CITY OF LAKE GENEVA

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



Memorandum

Date: September 20, 2016
To: Personnel Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on Public Works Department position changes including elimination of Assistant Director of Public Works position, reclassification of Working Foreman position, and creation of Street Lead position

The City Organizational Chart was revised & approved by City Council on September 12, 2016 (see attached). The change was making the Director of Public Works a stand-alone position. Previously the position was combined with the Director of Utilities position. The City Council, following the Closed Session, offered the position of Director of Public Works to Tom Earle. I am happy to announce that Tom Earle has accepted the position of Director of Public Works. Tom was previously the City Assistant Director of Public Works hired on May 12, 2014. Tom has 2 ½ years experience working for the City and has done an excellent job in restoring trust in the Street Department following difficult issues in the department. Tom also has a wealth of knowledge, expertise, and experience working for City contractors for decades on City construction projects.

The Assistant Director of Public Works position is now vacant. I am recommending that the position be eliminated as it was created as part of succession planning that is no longer needed.

With the promotion of Tom as the Director of Public Works, and the accompanying additional duties, and with the elimination of the Assistant Director of Public Works position, I am recommending that the current Working Forman position (pay grade 12) be reclassified and upgraded to Street Superintendent with a pay grade of 13/14. The consideration of the specific individual for this position along with pay/benefits will be discussed later in the meeting in closed session. The Forman position is currently a lead position and with the reclassification it would be upgraded to a Street Superintendent as a working supervisor.

With the reclassification of the Working Forman position, I am recommending the reclassification of one of the Heavy Equipment Operator positions to a Street Department Lead position with the pay scale grade changing from an 8 to a 9/10/11 grade.

The proposed organizational change will not add additional full-time employees. It is anticipated there will be a budget request for one additional seasonal employee. In 2017 the City will save \$50,000 with the elimination of the Director of Public Work and Utilities position.

The recommendation is to eliminate the Assistant Director of Public Works position, reclassify the Working Foreman position to Street Superintendent, and create a Street Lead position with the corresponding elimination of one Heavy Equipment Operator position.

**SPECIAL PERSONNEL COMMITTEE MINUTES
WEDNESDAY, SEPTEMBER 21, 2016 – 5:15 P.M.
CITY HALL, COUNCIL CHAMBERS**

Meeting was called to order by Alderman Hedlund at 5:15 p.m.

Roll Call. Present: Aldermen Hedlund, Howell, Chappell, Flower. Absent: Alderman Horne.
Also Present: Mayor Kupsik, City Administrator Oborn, Comptroller Pollitt, City Clerk Waswo, Working Foreman Waswo, and Chris Schultz from the Lake Geneva Regional News

Comments from the public limited to 5 minutes. None.

Howell/Chappell motion to approve the Regular Personnel Committee minutes from August 25, 2016, as prepared and distributed. Motion carried 4 to 0.

Discussion/Recommendation/Action of Assistant Comptroller/Comptroller recruitment and selection process
City Administrator Oborn explained Schenck is finishing up the application process and is recommending 4 candidates. He is proposing a Special Personnel meeting to conduct interviews on October 4, 2016. The goal is to make a recommendation at the October 10th council meeting and ideally have the new person start by November 1st. Mr. Oborn requested flexibility to hire an Assistant Comptroller if they do not have enough experience. Peg would then stay on as the Comptroller part-time. Mr. Hedlund stated he would like to wait until after the interviews to discuss if they would need an Assistant position or not.

Howell/Flower motion to approve holding interviews for the Assistant Comptroller/Comptroller position on October 4, 2016 at a Special Personnel meeting at 5:15pm in closed session with an approximate duration of 45 minutes per interview. Motion carried 4 to 0.

Discussion/Update/Recommendation on Health Check 360 and Employee Fitness Challenge

Mr. Oborn gave an update on HealthCheck 360. The 3rd annual screenings will be held in October. If employees decide not to participate, they will have to contribute \$131 a month towards their health insurance. If employees do not meet the score of 71 or greater, they can complete the alternative process. There is a per person cost to the City to complete the screening. The Comptroller and Benefits Coordinator put together an Employee Fitness Challenge. Employees will track their exercise minutes with a chance to win prizes that were donated to the city. The big prize is 8 hours of paid release time.

Discussion/Recommendation on Public Works Department position changes including elimination of Assistant Director of Public Works position, reclassification of Working Foreman position, and creation of Street Lead position. The Assistant Director of Public Works was created for succession planning with the likelihood that Tom Earle would be promoted to that position, which he has. Previously we had a Street Superintendent position. Mr. Oborn recommended eliminating the Assistant DPW position, upgrading the Working Foreman to a Street Superintendent position and upgrading one Heavy Equipment Operator position to a Street Lead position. Mr. Oborn noted they are not adding any positions, just recognizing the extra duties involved by upgrading current positions. He also recommended utilizing the Arborist as an additional Lead position. There will be a savings of \$50,000 from the 1/3 of the Director of Public Works/Utilities salary. There will still be a savings even with adding the salary increases.

Howell/Flower motion to recommend elimination of the Assistant Director of Public Works position, reclassify the Working Foreman position to Street Superintendent, and create a Street Lead position with the corresponding elimination of one Heavy Equipment Operator position. Motion carried 4 to 0.

Closed Session

Hedlund/Howell 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:

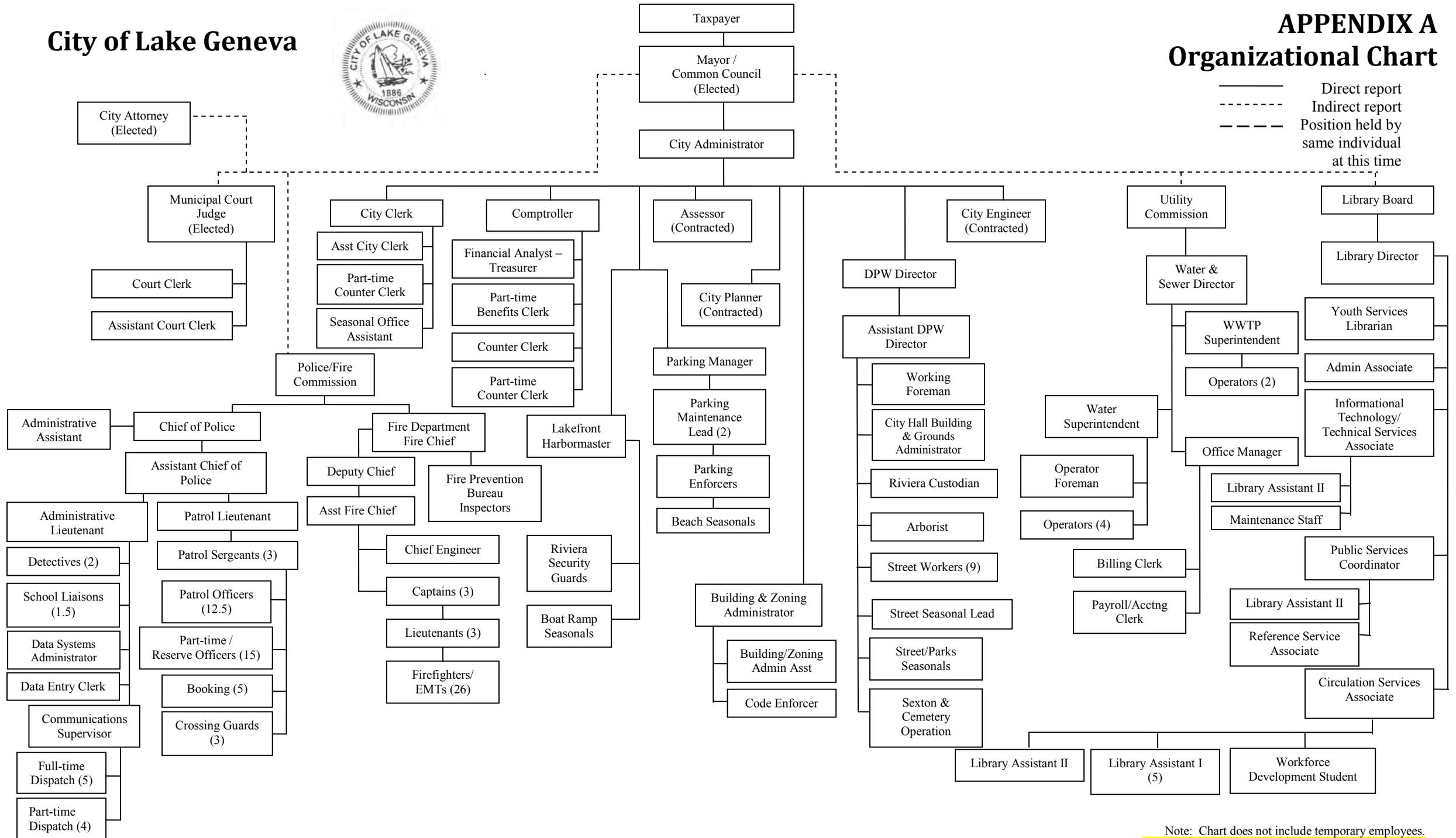
- a. Part-time Comptroller/Assistant Comptroller/Senior Financial Analyst

City of Lake Geneva



APPENDIX A Organizational Chart

——— Direct report
 - - - Indirect report
 - - - Position held by same individual at this time

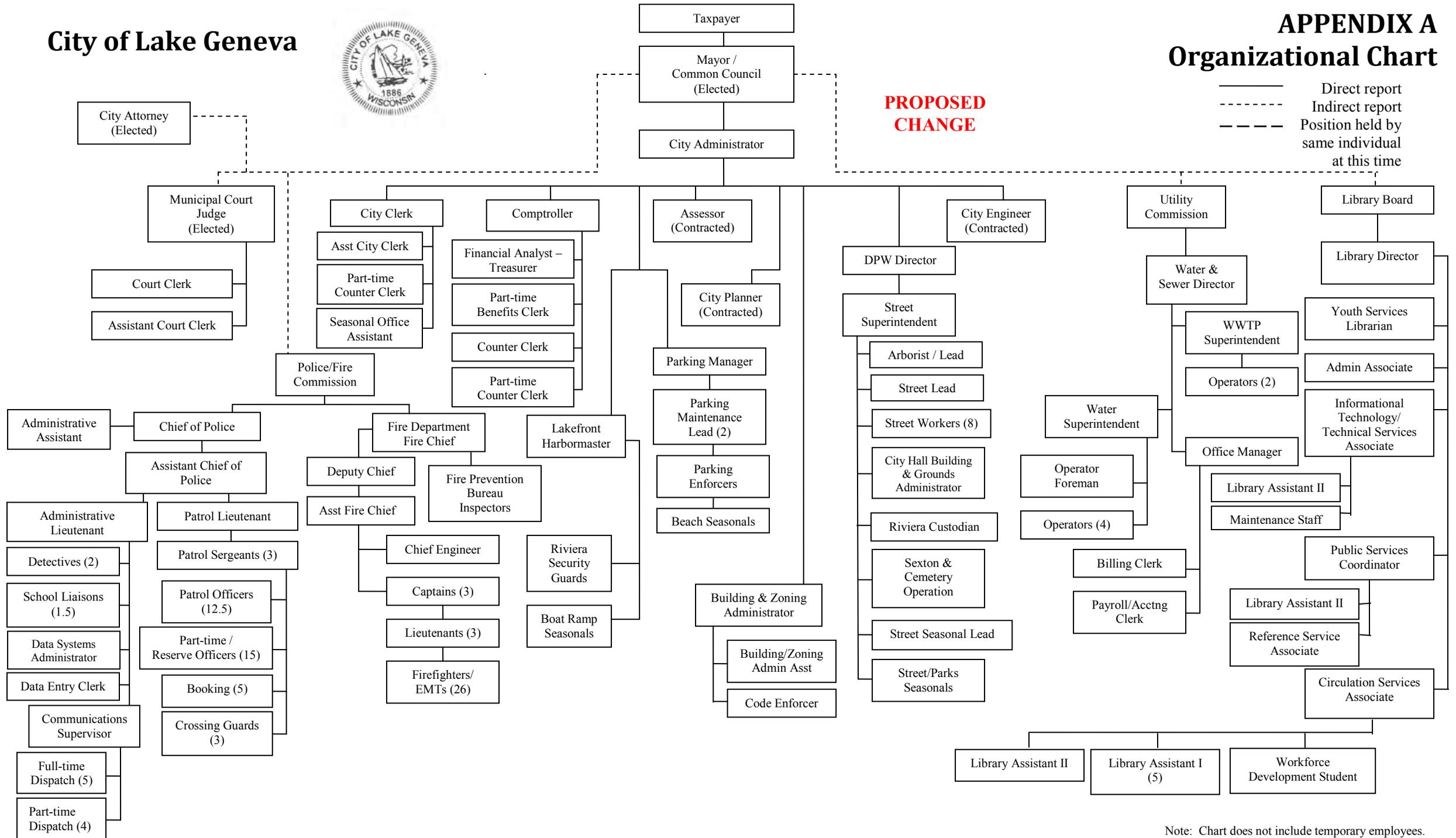


Note: Chart does not include temporary employees.
 Revised & Approved by Council on September 12, 2016

City of Lake Geneva



APPENDIX A Organizational Chart



Note: Chart does not include temporary employees.
 Revised & Approved by Council on September 12, 2016



City of Lake Geneva
Building and Zoning
626 Geneva Street
Lake Geneva, WI 53147

To the Mayor and Common Council,

At the September 19, 2016 meeting of the Plan Commission these items were recommended for approval.

A land division in our extra-territorial overlay in the Town of Geneva filed by W David Denton, N3161 Center Street, Tax Key No. JA192600002 was recommended for Approval.

A site plan review filed by the City of Lake Geneva, 626 Geneva Street, for a parking lot at 227 S. Lake Shore Drive, Tax Key No. ZOP 00380 was recommended for approval with the condition that a sidewalk be added along the entire North side and on the South side from the handicap spaces to the Public sidewalk, and that drainage inlet be installed at the Northwest corner of lot in green space.

As the Building and Zoning Administrator I am therefore requesting that the City Council take into consideration the unanimous vote of the Plan Commission on all of the items and approve them with the Plan Commission requirements and any additional City Council requirements.

Sincerely,
Kenneth Robers
Building and Zoning Administrator

STAFF REPORT
To Lake Geneva Plan Commission

Meeting Date: September 19, 2016

Agenda Item #7

Applicant:

W David Denton
N3161 Center Street
Lake Geneva, WI 53147

Request:

Land Division review to divide a parcel located in the Town of Geneva in the City Extra-Territorial review area at N3161 Center Street, Tax Key No. JA192600002.

Description:

The applicant proposes to divide his parcel into two parcels.

Staff Recommendation:

Staff recommends approval of the Land Division as it meets the requirements of the Town of Geneva and has already received their approval.

Agenda Item #8

Applicant:

David and Julie Merhar
1591 Orchard Street
Lake Geneva, WI 53147

Request:

Conditional Use approval to construct a fence in the Street Yard setback in excess of the three foot zoning requirement for the property located at 1591 Orchard Lane, Tax Key No. ZA455800001.

Description: The applicant would like to construct a five foot high fence in the rear yard of his property to provide security for his dogs and accommodate a future in ground swimming pool.

Staff Recommendation: Staff has no objection to the proposed construction of a five foot fence as this is a rear yard that also fronts Lakeview Drive. In addition a four foot fence is required for the future pool.

Action by the Plan Commission:

As part of the consideration of a requested Conditional Use Permit, the Plan Commission needs to make findings per the requirements of the Zoning Ordinance, and then make a recommendation to the city Council.

- A. If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:
1. In general, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. Specific to this site, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed conditional use in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood,

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW



CERTIFIED SURVEY MAP or



SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

W. DAVID DENTON

N 3161 CENTER ST.

LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER:

(262) 949-7099

NAME AND ADDRESS OF APPLICANT:

SAME AS OWNER-ABOVE

TELEPHONE NUMBER OF APPLICANT:

()

NAME AND ADDRESS OF SURVEYOR:

OLSON LAND SURVEYING

45 SOUTH WISCONSIN ST.

P.O. BOX 322 ELKHORN, WI 53121

TELEPHONE NUMBER OF SURVEYOR:

CELL (262) 215-3434

OFFICE 262-723-3434

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

PROPERTY DIVISION TO CREATE A BUILDABLE LOT- ADJACENT
TO OTHER LOTS OF SIMILAR SIZE.

SUBMITTAL CHECKLIST

✓
LOCATION MAP SHOWING LOCATION OF PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED WITH TOWN OR TOWNS, AND PARCELS WITHIN 1,000-FT OF BOUNDARY OF SUBJECT PROPERTY.

✓
SKETCH MAP TO APPROXIMATE SCALE SHOWING ENTIRE PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED, AND SHOWING THE APPROXIMATE CONFIGURATION OF PROPOSED LOTS AND ROADS WITHIN THOSE PARCELS.

✓
CITY OF LAKE GENEVA SIGNATURE BLOCK ON FACE OF CSM OR PLAT, PER STATE STATUTES. TOWN OF GENEVA LOCATED IN

✓
PROVIDE 5 FULL SETS AND 20 11" x 17" COPIES OF CSM OR PLAT PRIOR TO PLACEMENT ON PLAN COMMISSION AGENDA.

I AM AWARE THAT THE CITY OF LAKE GENEVA IS ACTIVELY ENGAGED IN THE REVIEW, APPROVAL OR DENIAL OF LAND DIVISIONS WITHIN ITS EXTRATERRITORIAL LAND DIVISION REVIEW AREA.

I UNDERSTAND THAT THE CITY OF LAKE GENEVA LAND DIVISION ORDINANCE REQUIRES THE CITY TO DENY LAND DIVISIONS WHICH CREATE NEW, BUILDABLE PARCELS OR LOTS WITHIN THE EXTRATERRITORIAL AREA WITH OVERALL DENSITY THAT EXCEEDS MORE THAN ONE DWELLING UNIT PER THIRTY-FIVE ACRES UNLESS THE CITY DETERMINES THAT THE LAND DIVISION CONSTITUTES INFILL DEVELOPMENT.

8-11-16
DATE


SIGNATURE OF APPLICANT

SEE ATTACHED - TOWN OF GENEVA LETTER

CERTIFIED SURVEY MAP NO. _____

A DIVISION OF LOT 2 CERTIFIED SURVEY MAP NO. 1056 LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35 AND THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 26, ALL IN TOWN 2 NORTH, RANGE 17 EAST, WALWORTH COUNTY, WISCONSIN.

TOWN BOARD APPROVAL

APPROVED BY THE TOWN OF GENEVA TOWN BOARD THIS _____ DAY OF _____, 2012.

JOSEPH F. KOPECKY
(CHAIRMAN)

DEBRA L. KIRCH
(CLERK)

CITY OF LAKE GENEVA EXTRATERRITORIAL APPROVAL

RESOLVED: THAT THE CERTIFIED SURVEY MAP SHOWN HEREON, IN THE EXTRATERRITORIAL PLAT APPROVAL JURISDICTION OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN. OWNER DORIS B. HANNY TRUST IS HEREBY APPROVED BY THE CITY OF LAKE GENEVA, CITY COMMON COUNCIL,

ON THIS _____ DAY OF _____, 2012.

JIM CONNORS
(MAYOR)

MIKE HAWES
(CLERK)

CITY PLANNING COMMISSION

APPROVED BY CITY OF LAKE GENEVA, THIS _____ DAY OF _____, 2012

~~JIM CONNORS~~ Al Kupsk
(CHAIRMAN)

~~MIKE HAWES~~ Sabrina Waswo
(CLERK)

Town of Geneva

Debra L. Kirch, CMC/WCMC, Clerk/Treasurer
N3496 Como Road
Lake Geneva, WI 53147
(262) 248-8497
Fax (262) 249-8873

July 13, 2016

Deb Grube
Walworth County Land Use and
Resource Management Department
100 West Walworth Street
Elkhorn, WI 53121

Re: Variance – W. David Denton, N3161 Center Street, JA192600002

W. David Denton N3161 Center Street is requested a Variance for a lot line adjustment to create a new lot. Current zoning is R-1. Letters presented from three neighbors to approve his plan to create a new lot. He plans to divide his current lot with an existing home, and create a new buildable lot to occupy a smaller home for him. He would *grant himself an easement on the existing lot to the new lot*. There were no concerns about the sign that was posted on the property.

At their meeting held June 27, 2016, the Plan Commission took the following action:

- Motion (Commissioner Dave Van Lue/Commissioner Pauline Malsch) to recommend to the Town Board to approve the Variance request for W. David Denton N3161 Center Street for a lot line adjustment to create a new lot. Motion passed 5-0-1 (Kopecky).

The Town Board at their meeting held July 11, 2016 took the following action:

- Motion (Supervisor Gene Decker/Supervisor Keith Millard) to recommend to Walworth County approval of the Variance for W. David Denton N3161 Center Street for a lot line adjustment to create a new lot (160' x 100'). Approved 5-0.

Respectfully submitted,



Debra L. Kirch, CMC/WCMC
Clerk/Treasurer
Town of Geneva

cc: David Denton



Over 150 years of surveying records

Rural | Residential | Commercial

LETTER OF TRANSMITTAL

To: Dave Denton
N3161 Center Street
Lake Geneva, Wisconsin. 53147

Date: August 9, 2016

Project No. : 2016.058

RE: Plat of Survey - Tax Parcel JA192600002, N3161 Center Street, Lake Geneva, WI.

We are sending you:

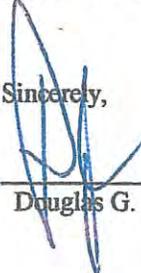
Copies	Date	No.	Description
2	July 18, 2016.	1	Plat of Survey
4	July 18, 2016.	1	Plat of Survey, Revision no. 1
1	August 9, 2016.	1	Invoice No. 4021

Comments:

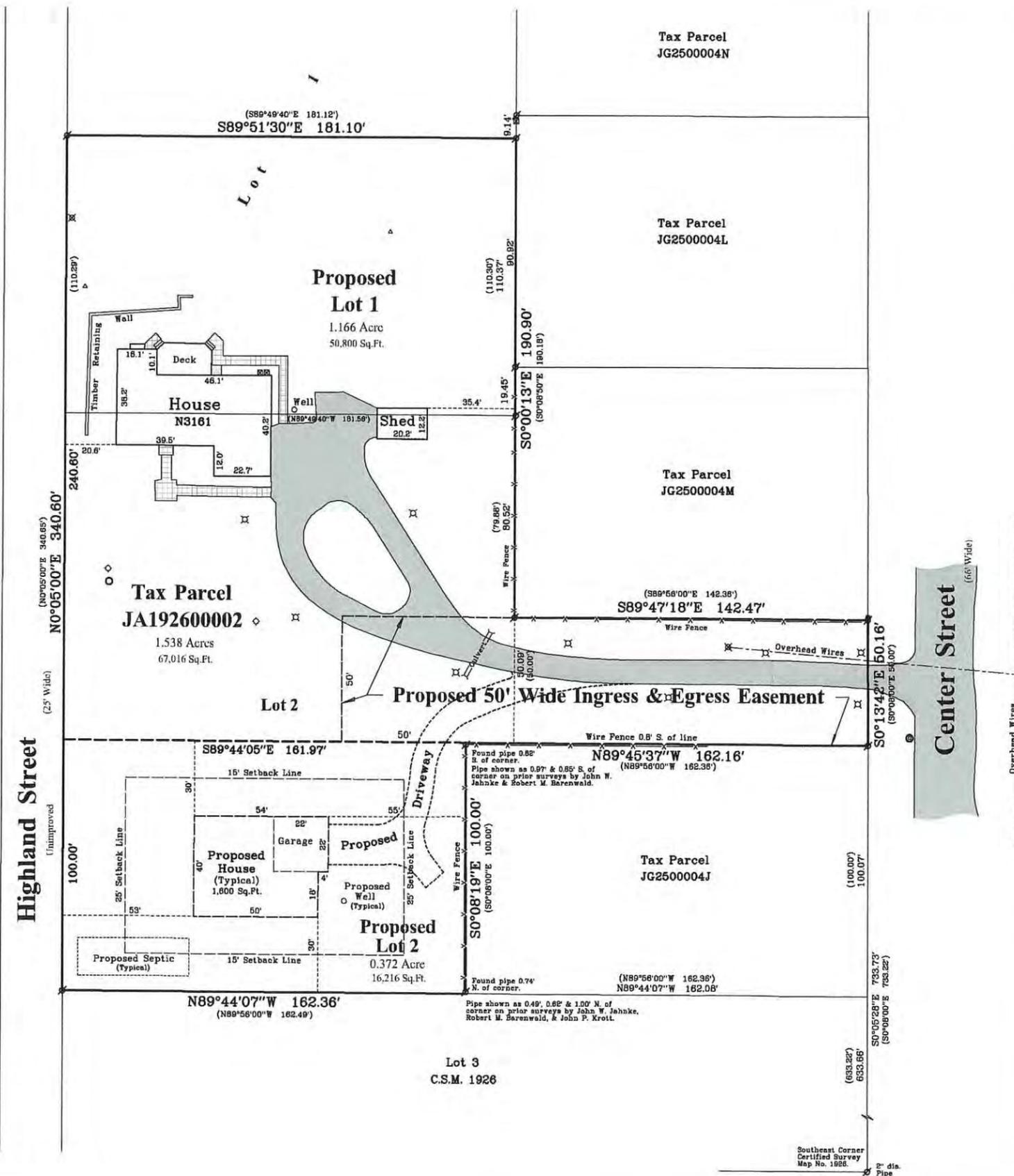
Dave,

Enclosed please find the above mentioned Plat of Survey showing the parcel boundary and the existing improvements on the property. Revision no. 1 shows the proposed new parcel, ingress & egress easement, building setback lines, house, driveway, well and septic. If you have any questions please feel free to give me a call.

Sincerely,



Douglas G. Olson, P.L.S. 2093



Plat of Survey

of
 A parcel of land described in a Warranty Deed recorded April 26, 1990 in Vol. 484 on Page 275 as Document No. 193128, as shown below:
 Lot 2 of Certified Survey Map No. 1926, recorded in Volume 9 of Certified Surveys, on page 140 as Document No. 192474 and also part of Lot 1 of Certified Survey Map No. 1926 described as follows: Commencing at the SW corner of Lot 8, Block 1, Rosebud Subdivision; thence S 0° 04' 55" East 100.00 feet; thence S 0° 08' 50" East 110.57 feet to the place of beginning; thence continue S 0° 08' 50" East 110.30 feet; thence N 89° 49' 40" West 181.56 feet; thence N 0° 05' 00" East 110.29 feet; thence S 89° 49' 40" East 181.12 feet to the place of beginning, and located in the NW 1/4 of Section 25, T2N, R17E, Town of Geneva, Walworth County, Wisconsin.

Surveyed for: **Dave Denton**
 N3161 Center Street
 Lake Geneva, Wisconsin, 53147



Bearings reference to Certified Survey Map No. 1926.



Notes:

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

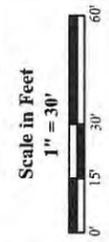
Copyright © 2016 by Olson Land Surveying, LLC.

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

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

Douglas G. Olson
 Wisconsin Professional Land Surveyor - 2093

Survey Date: July 16, 2016.
 Revisions: No. 1 - Proposed Parcel



Olson Land Surveying, LLC

45 South Wisconsin Street * P.O. Box 322 * Elkhorn, Wisconsin, 53121
 Telephone: (262) 723-3434 * Facsimile: (262) 723-8044
 Email: doug@olsonsurveying.com

- Legend**
- Found in Pipe
 - Recorded Information
 - Utility Pole
 - Utility Vent
 - Septic Vent
 - Utility Pedestal
 - Concrete Cover
 - Asphalt Surface
 - Concrete Surface
 - Favers
 - Manhole
 - Lamp
 - Brick

Sheet 1 of 1 Sheets
 Job Reference Number
2016.058

2016.058

CITY OF LAKE GENEVA
PLAN COMMISSION MEETING
MONDAY, SEPTEMBER 19, 2016 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL
MINUTES

1. Meeting called to order by Mayor Kupsik at 6:30 pm.

2. Roll Call

Present: John Gibbs, Sarah Hill, Ann Esarco, Tom Hartz and Tyler Frederick

Not Present: Planner Slavney, Doug Skates

Also Present: Atty. Dan Draper, Mayor Kupsik, Administrator Oborn, Inspector Robers and Assistant Gregoles

3. Approve Minutes of August 15, 2016 Plan Commission meeting as distributed.

MOTION #1

Hartz/Frederick moved to approve the minutes of August 15, 2016 Plan Commission meeting as distributed with two corrections. Agenda item #9, motion #8 should have the word engineer spelled out in full. Adjournment was moved by Skates/Frederick. The motion carried unanimously. *(These changes have been made and revised minutes have been reposted.)*

4. 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 five (5) minutes.

Speaker #1 - Terry O'Neil – 954 George St, LG

O'Neil's comments were regarding agenda item #9 regarding the new parking lot.

He had concerns that the lot does not include lights and the application does not include detailed dimensions etc.

He would like to see the City bring it back to another meeting with more details.

In addition he voiced his approval of the angled parking plan.

5. Acknowledgment of Correspondence. None

6. Downtown Design Review. None

7. Review and Recommendation on an Application for Land Division Review for a CSM, to divide a lot into two lots, submitted by W David Denton, N3161 Center Street, Lake Geneva, WI 53147, for land located in the Town of Geneva Extra-territorial Jurisdiction Boundary, at N3161Center Street, Lake Geneva, WI 53147, Tax Key Nos. JA192600002.

DISCUSSION

Inspector Robers & applicant gave an overview of the application details and there was a brief discussion with the Commission.

MOTION #2

Hill/Gibbs moved to approve the recommendation on an Application for Land Division Review for a CSM, to divide a lot into two lots, submitted by W David Denton, N3161 Center Street, Lake Geneva, WI 53147, for land located in the Town of Geneva Extra-territorial Jurisdiction Boundary, at N3161Center Street, Lake Geneva, WI 53147, Tax Key Nos. JA192600002.

The motion carried unanimously.

8. Public Hearing and Recommendation on a Conditional Use Application filed by David & Julie Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147 to construct a fence in the street yard setback in excess of three feet (five) at 1591 Orchard Lane, Lake Geneva, WI 53147, Tax Key No. ZA455800001.

DISCUSSION – David Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147

Applicant & Inspector Robers gave an overview of the application details and there was a brief discussion with the Commission.

PUBLIC SPEAKER #1 – Hugh Connelly, 1589 Orchard Lane, LG

Connelly stated that he is a neighbor to the Merhar's and voiced his support of the fence.

CONDITIONAL USE RESOLUTION 16-R46

A resolution authorizing the issuance of a Conditional Use Permit to and filed by David & Julie Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147.

Whereas, the City Plan Commission has considered the application of David & Julie Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147; and,

Whereas, the City Plan Commission held a Public Hearing thereon pursuant to proper notice given on September 19, 2016; and,

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to construct a fence in excess of three feet (five feet) in the street side yard along Lakeview Drive at 1591 Orchard Lane, Lake Geneva, WI 53147, Tax Key No. ZA455800001, pursuant to the Finding of facts and City staff comments.

Granted by action of the Common Council of the City of Lake Geneva this 26th day of September, 2016.

Al Kupsik, Mayor

ATTEST:

Sabrina Waswo, City Clerk

STAFF REPORT
To Lake Geneva Plan Commission

Meeting Date: September 19, 2016

Agenda Item #7

Applicant:

W David Denton

N3161 Center Street

Lake Geneva, WI 53147

Request:

Land Division review to divide a parcel located in the Town of Geneva in the City Extra-Territorial review area at N3161 Center Street, Tax Key No. JA192600002.

Description:

The applicant proposes to divide his parcel into two parcels.

Staff Recommendation:

Staff recommends approval of the Land Division as it meets the requirements of the Town of Geneva and has already received their approval.

Agenda Item #8

Applicant:

David and Julie Merhar

1591 Orchard Street

Lake Geneva, WI 53147

Request:

Conditional Use approval to construct a fence in the Street Yard setback in excess of the three foot zoning requirement for the property located at 1591 Orchard Lane, Tax Key No. ZA455800001.

Description: The applicant would like to construct a five foot high fence in the rear yard of his property to provide security for his dogs and accommodate a future in ground swimming pool.

Staff Recommendation: Staff has no objection to the proposed construction of a five foot fence as this is a rear yard that also fronts Lakeview Drive. In addition a four foot fence is required for the future pool.

Action by the Plan Commission:

As part of the consideration of a requested Conditional Use Permit, the Plan Commission needs to make findings per the requirements of the Zoning Ordinance, and then make a recommendation to the city Council.

- A. If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:
1. In general, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. Specific to this site, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed conditional use in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood,

environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

4. The proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
 5. The proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
 6. The potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be:
1. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
 4. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
 5. The proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
 6. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

SITE ADDRESS/PARCEL NO. AND FULL LEGAL DESCRIPTION REQUIRED (ATTACH SEPARATE SHEET IF NECESSARY):

1591 ORCHARD W. LAKE GENEVA, WI
53147

NAME AND ADDRESS OF CURRENT OWNER:

DAVID & JULIE MERHAR
1591 ORCHARD LN LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER: 310 930 4220 708-557 6557

NAME AND ADDRESS OF APPLICANT:

DAVID & JULIE MERHAR
1591 ORCHARD LN LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF APPLICANT: 310 930 4220 708 557 6557

PROPOSED CONDITIONAL USE:

SEE ATTACHED WRITTEN DESCRIPTION

ZONING DISTRICT IN WHICH LAND IS LOCATED: LAKE GENEVA

NAMES AND ADDRESSES OF ARCHITECT, PROFESSIONAL ENGINEER AND CONTRACTOR OF PROJECT:

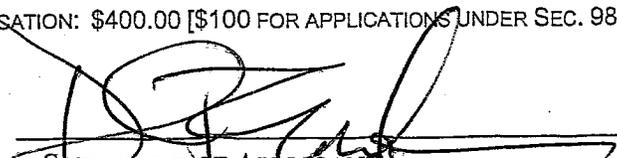
MIKE MEIER FENCE MFG. INC
7501 MEYER RD. SPRING GROVE, IL 60081
815 675 1111

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

INSTALLING A FENCE AT PROPERTY LINE
IN THE BACKYARD

CONDITIONAL USE FEE PAYABLE UPON FILING APPLICATION: \$400.00 [\$100 FOR APPLICATIONS UNDER SEC. 98-407(3)]

8-11-16
DATE


SIGNATURE OF APPLICANT

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process said application. Parts II and III should be used by the Applicant to submit a complete application; Parts I - IV should be used by the City as a guide when processing said application.

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

- Pre-submittal staff meeting scheduled:
 - Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____
- Follow-up pre-submittal staff meetings scheduled for _____
 - Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____
 - Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____
 - Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____
 - Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____
- Application form filed with Zoning Administrator: _____ Date: _____ by: _____
- Application fee of \$ _____ received by Zoning Administrator: _____ Date: _____ by: _____
- Reimbursement of professional consultant costs agreement executed: _____ Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (~~5 Copies to Zoning Administrator~~) _____ Date: _____ by: _____
 ↓
 Draft Final Packet (1 Copy to Zoning Administrator) _____ Date: _____ by: _____

- (a) A map of the proposed conditional use:
 - _____ Showing all lands for which the conditional use is proposed;
 - _____ Showing all other lands within 300 feet of the boundaries of the subject property;
 - _____ Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
 - _____ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
 - _____ Map and all its parts are clearly reproducible with a photocopier;
 - _____ Map size of 11" by 17" and map scale not less than one inch equals 800 ft.
 - _____ All lot dimensions of the subject property provided;
 - _____ Graphic scale and north arrow provided.
- (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:
- (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations (see Site Plan Review checklist);
- (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as

proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.

DM

(e) Written justification for the proposed conditional use:

_____ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. (See below)

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

N/A

2. How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

4' fence required by code for pools

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

NO

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

No effect on land use

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

NA

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

NA

- ___ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;
- ___ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";
- ___ Exterior building and fencing materials (Sections 98-718 and 98-720);
- ___ Possible future expansion and related implications for points above;
- ___ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

DM

- ___ (b) A **Small Location Map** at 11" x 17" showing the subject property, all properties within 300 feet, and illustrating its relationship to the nearest street intersection. (A photocopy of the pertinent section of the City's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)

DM

___ (c) A **Property Site Plan** drawing which includes:

- ___ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;
- ___ The date of the original plan and the latest date of revision to the plan;
- ___ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);
- ___ A reduction of the drawing at 11" x 17";
- ___ A legal description of the subject property;
- ___ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;
- ___ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;
- ___ All required building setback lines;
- ___ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;
- ___ The location and dimension (cross-section and entry throat) of all access points onto public streets;
- ___ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;
- ___ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;
- ___ The location of all outdoor storage areas and the design of all screening devices;
- ___ The location, type, height, size and lighting of all signage on the subject property;
- ___ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property -- including the clear demonstration of compliance with Section 98-707;
- ___ The location and type of any permanently protected green space areas;
- ___ The location of existing and proposed drainage facilities;
- ___ In the legend, data for the subject property on:
 - ___ Lot Area;
 - ___ Floor Area;
 - ___ Floor Area Ratio (b/a);
 - ___ Impervious Surface Area;
 - ___ Impervious Surface Ratio (d/a);
 - ___ Building Height.

___ (d) A **Detailed Landscaping Plan** of the subject property:

- ___ Scale same as main plan (> or equal to 1" equals 100')
- ___ Map reduction at 11" x 17"

FARRIS, HANSEN & ASSOC. INC.

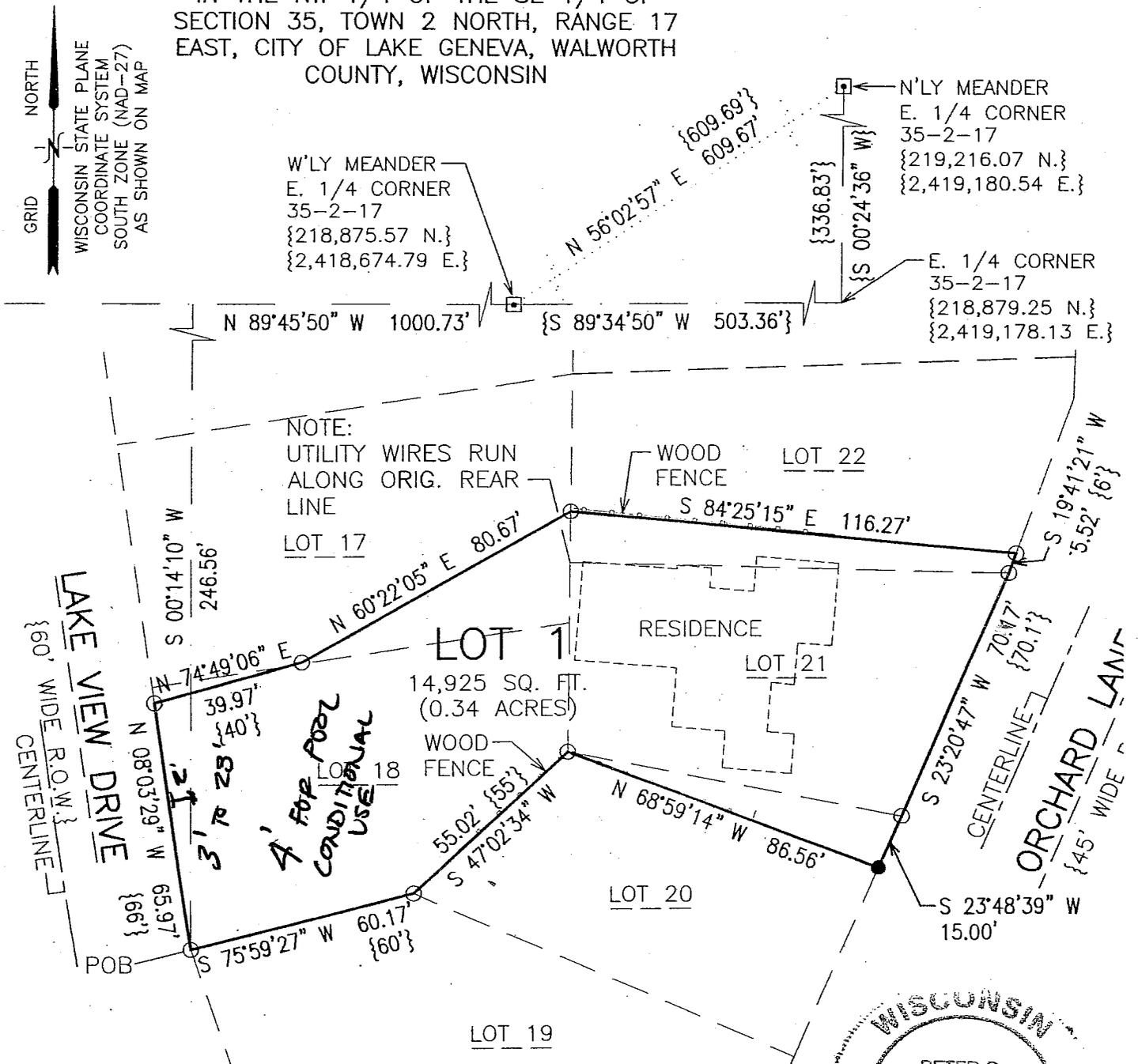
CERTIFIED SURVEY MAP NO. _____

7 RIDGWAY COURT- P.O. BOX 437
 ELKHORN, WISCONSIN 53121
 PHONE (262) 723-2098
 FAX (262) 723-5886

OWNER: JAMES T. SPRINGER
 1591 ORCHARD LANE
 LAKE GENEVA, WI 53147

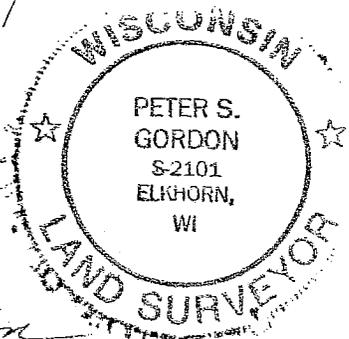
ZONING: ER-1

A PARCEL CONSOLIDATION CERTIFIED SURVEY
 MAP BEING ALL OF LOT 21 AND PART OF
 LOTS 17, 18, 20, AND 22 OF BLOCK 31
 OF LAKE GENEVA MANOR, TRACT #17,
 LOCATED IN PART OF GOVERNMENT LOT 2,
 IN THE NW 1/4 OF THE SE 1/4 OF
 SECTION 35, TOWN 2 NORTH, RANGE 17
 EAST, CITY OF LAKE GENEVA, WALWORTH
 COUNTY, WISCONSIN



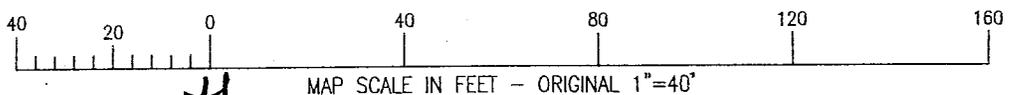
LEGEND

- = FOUND IRON PIPE STAKE. 1 3/8" O.D.
- = FOUND IRON REBAR STAKE, 3/4" DIA.
- ◻ = FOUND CONCRETE COUNTY MONUMENT W/BRASS CAP
- {XXX} = RECORDED AS



sp/stop 14
Peter S. Gordon

THIS INSTRUMENT DRAFTED
 BY PETER S. GORDON
 PROJECT: 9114
 DATE: 08/25/2014
 SHEET 1 OF 3 SHEETS



SEPT 19th

To Whom It May Concern,

This letter is for the Proposed Conditional Use for David and Julie Merhar of 1591 Orchard Lane, Lake Geneva, WI 53147.

The Merhar's are proposing to change the height of a fence they are going to construct in the their backyard and along their property line. They would like the raise the 3 foot maximum with in the first 23 feet of their property line to 5 feet. The reasons are 3-fold.

1. The backyard borders a busy parkway sidewalk and would provide some noise abatement and privacy.
2. They have future plans for a swimming pool and a 3 foot fence wouldn't meet the 4 foot minimum for such a project. They would like to avoid repaying for the same fence.
3. Most importantly, the fence will be home to two dogs. One of the dogs could easily jump the fence. It would also provide safety for wild animals which could easily jump the fence and enter the property and potentially harm the other dog.

Lastly, neighbors on either side of the property have been consulted about the fence/project and support the proposal fully.

Thank you for your consideration,

David Merhar

FINANCING AVAILABLE



CONTRACT

202107

CUSTOM WOOD AND CHAIN LINK FENCES
EXPERT INSTALLATION 40 YEARS' EXPERIENCE
RESIDENTIAL AND COMMERCIAL

7501 MEYER ROAD 4 SPRING GROVE, ILLINOIS 60081
(815) 675-1111 4 (847) 587-1111 4 FAX (815) 675-1113
EMAIL: mk1fence@aol.com 4 www.meierfence.com

NAME Dave & Julie Merhar DATE 7/29/2016
ADDRESS 1591 Orchard Lane HOME PHONE 310-930-4220
CITY Lake Geneva STATE WI ZIP 53147 WORK PHONE
COUNTY TOWNSHIP CONTACT
JOB SITE SALESPERSON Mike Meier

Type Western Red Cedar Fence Height 5' Wire Height
Style Picket 2" to 2-1/2" Line Posts 4 x 4" Dover Top Rails/Back Rails 2 x 4"
Board Size 1 x 6 End Posts 4 x 4" Dover Gate Frame Crossbuck
Points None Corner Posts 4 x 4" Dover Gate Style Picket
Top Arched Gate Posts 4 x 4" Dover Hardware Standard

Description of work to be performed:
272' - 5' High 1 x 6 x 5' Western Red Cedar Picket 2" to 2-1/2" space
Arched Top with 3 - 2 x 4 Backrails
4 - Heavy 4 x 6"s Western Red Cedar Dover Gate Posts
2 - 4' Walk Gate with all hardware. Self Closing
All Posts 4" x 4" Western Red Cedar with Decorative Dover Post Carvings
Installation of all posts set in 36" of concrete

Note - 16' Area in rear fence installed on joist hangers and tamp
1 - post in # 6 Stone

Table with 2 columns: Description, Amount. Rows: TOTAL CONTRACT \$5,800.00, DEPOSIT \$2,000.00, BALANCE DUE UPON COMPLETION \$3,800.00

A \$25.00 N.S.F. fee will be incurred each time a check is returned.

Mike Meier & Sons Fence Mfg., Inc. agrees to supply and install fencing as stated above (unless material only). All posts to be set in concrete to proper depth unless specified otherwise. Customer must assume responsibility for any stolen materials or acts of vandalism to fence during installation. Customer must establish property lines and fence grade desired, releasing Mike Meier & Sons Fence Mfg., Inc. of any responsibility for the same. Fence will follow ground lines unless otherwise specified. It is assumed there are no underlying barriers, obstacles or other unusual conditions that would require compressor digging at an extra cost to customer. Customer is responsible for determining if there are any buried private utility lines and will relieve Mike Meier & Sons Fence Mfg., Inc. of any responsibility for any severed lines. Customer agrees to pay in addition to contract price shown herein for labor not included in this contract and performed by our erectors at customer's request. Mike Meier & Sons Fence Mfg., Inc. is not responsible for any damage by wind or abuse by children to fence. All materials remain property of Mike Meier & Sons Fence Mfg., Inc. until paid in full. No conditions, agreements or stipulations, verbal or otherwise, save those mentioned above shall be recognized.

TERMS. This is a cash transaction, due in FULL upon Completion and, in the event of past due and delinquent payment, a penalty of \$25.00 plus 1.5% per month for unanticipated late payment will be charged effective upon completion. Purchaser(s) agree to pay reasonable attorneys' fees and other costs of collection, if incurred in the collection of this debt. In the event of any litigation, venue lies in McHenry County, Illinois.

In the event of cancellation of this contract, Mike Meier & Sons Fence Mfg., Inc. will hold a minimum of 10% of the total contract price, and in some cases of wood contracts or special orders, a reasonable cost will have to be withheld to cover costs incurred.

PAYMENT TERMS - One Third Down - Balance Upon Completion. In the event more or less footage is used, customer will be charged or credited accordingly, per linear foot.
MIKE MEIER & SONS FENCE MFG., INC., ARE FULLY INSURED FOR WORKMEN'S COMPENSATION AND LIABILITY FOR YOUR PROTECTION. OUR FENCES HAVE A TWO-YEAR LIMITED WARRANTY ON WORKMANSHIP, AND 90 DAYS ON GATES.

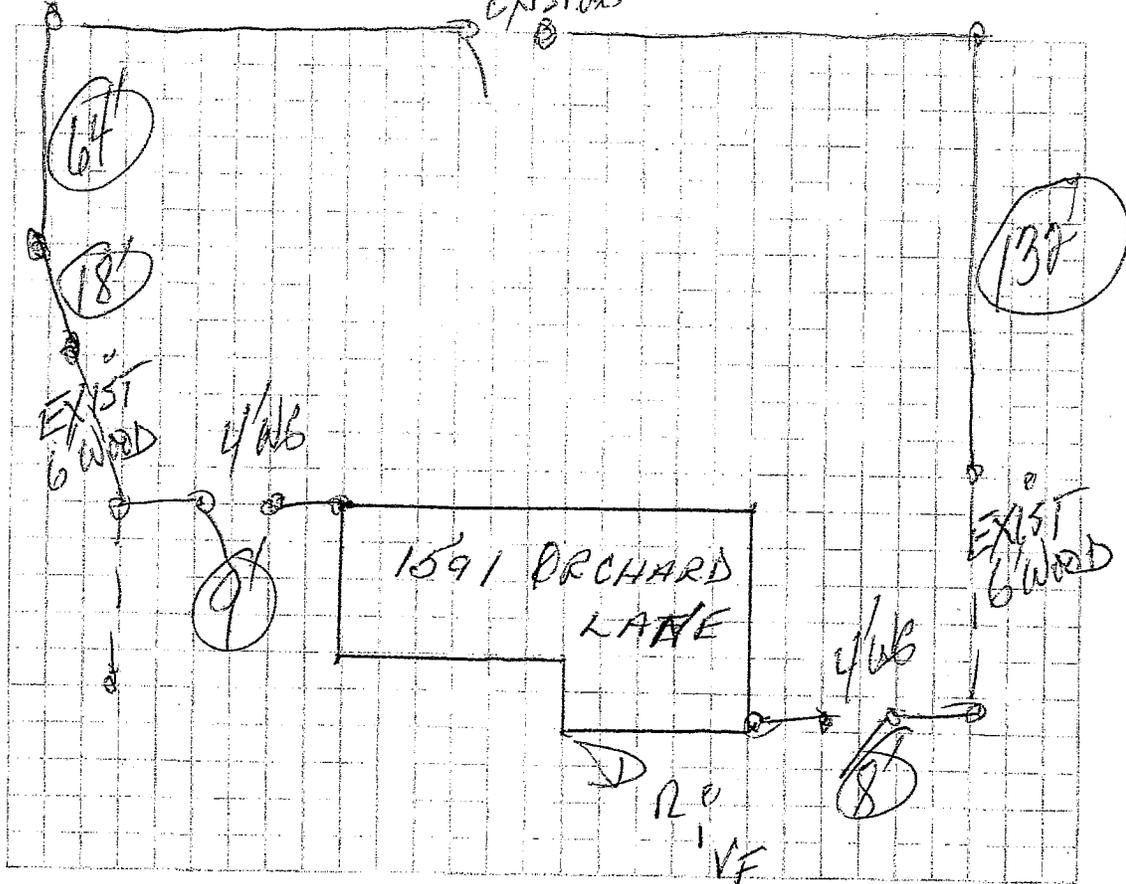
Acceptance Date THIS CONTRACT IS NOW BINDING.
I, or We, accept and approve the above and jointly and severally promise to make payment upon completion.
Customer Signature Customer



CUSTOM WOOD AND CHAIN LINK FENCES, PVC, ALUMINUM
 EXPERT INSTALLATION ♦ 40 YEARS EXPERIENCE
 RESIDENTIAL AND COMMERCIAL

7501 MEYER ROAD • SPRING GROVE, ILLINOIS 60081
 (815) 675-1111 • (847) 587-1111 • FAX (815) 675-1113

Amendment
EXISTING
DETAILED LOCATION SHEET



PRIOR TO INSTALLATION CHECK LIST

1. All ordinances are complied with *when customer gets permit*
2. Customer to mark survey stakes. Mike Meier & Sons Fence does not assume responsibility for property lines that are not clearly marked. *customer to locate*
3. Customer to obtain building permit.
4. Fence lines to be cleared by M.M.F. or customer. *(circle one)*
5. M.M.F. will call U.T.I.E. Customer responsible for private services (electric, gas, plumbing, sprinkler systems, drainage tile) *4 Hand Dig 1/2 Over 4 Robert P. Moran*
6. M.M.F. cannot dig holes within two feet of any marked utility line.
7. Wood fencing will weather if left unstained. Checking of pickets, backrails, and posts is normal.
8. Installation request: *a.) Follow Grade b.) Keep Level on Top c.) Step if necessary*
9. Wood Fence a.) Face Nail b.) Toe Nail *(circle one) Check with customer on height*
10. Finished Side will face out unless specified otherwise.
11. Installers will level dirt from holes, under fence line. *Hand Dig 1/2 Over 4 Robert P. Moran*
12. M.M.F. does not assume responsibility for restraint of animal due to fence height or type.
13. If credit or additions to contract are required, it will be applied at final billing. Customer agrees to pay any additional charges due to unforeseen obstacles requiring manual post hole digging.
14. Balance due upon completion, payable to foreman.
15. Customer has approved drawing above, and agrees with checklist.

YES
YES
YES
YES
YES
YES

Customer *[Signature]*

CITY OF LAKE GENEVA
PLAN COMMISSION MEETING
MONDAY, SEPTEMBER 19, 2016 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL
MINUTES

1. Meeting called to order by Mayor Kupsik at 6:30 pm.

2. Roll Call

Present: John Gibbs, Sarah Hill, Ann Esarco, Tom Hartz and Tyler Frederick

Not Present: Planner Slavney, Doug Skates

Also Present: Atty. Dan Draper, Mayor Kupsik, Administrator Oborn, Inspector Robers and Assistant Gregoles

3. Approve Minutes of August 15, 2016 Plan Commission meeting as distributed.

MOTION #1

Hartz/Frederick moved to approve the minutes of August 15, 2016 Plan Commission meeting as distributed with two corrections. Agenda item #9, motion #8 should have the word engineer spelled out in full. Adjournment was moved by Skates/Frederick. The motion carried unanimously. *(These changes have been made and revised minutes have been reposted.)*

4. 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 five (5) minutes.

Speaker #1 - Terry O'Neil – 954 George St, LG

O'Neil's comments were regarding agenda item #9 regarding the new parking lot.

He had concerns that the lot does not include lights and the application does not include detailed dimensions etc.

He would like to see the City bring it back to another meeting with more details.

In addition he voiced his approval of the angled parking plan.

5. Acknowledgment of Correspondence. None

6. Downtown Design Review. None

7. Review and Recommendation on an Application for Land Division Review for a CSM, to divide a lot into two lots, submitted by W David Denton, N3161 Center Street, Lake Geneva, WI 53147, for land located in the Town of Geneva Extra-territorial Jurisdiction Boundary, at N3161Center Street, Lake Geneva, WI 53147, Tax Key Nos. JA192600002.

DISCUSSION

Inspector Robers & applicant gave an overview of the application details and there was a brief discussion with the Commission.

MOTION #2

Hill/Gibbs moved to approve the recommendation on an Application for Land Division Review for a CSM, to divide a lot into two lots, submitted by W David Denton, N3161 Center Street, Lake Geneva, WI 53147, for land located in the Town of Geneva Extra-territorial Jurisdiction Boundary, at N3161Center Street, Lake Geneva, WI 53147, Tax Key Nos. JA192600002.

The motion carried unanimously.

8. Public Hearing and Recommendation on a Conditional Use Application filed by David & Julie Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147 to construct a fence in the street yard setback in excess of three feet (five) at 1591 Orchard Lane, Lake Geneva, WI 53147, Tax Key No. ZA455800001.

DISCUSSION – David Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147

Applicant & Inspector Robers gave an overview of the application details and there was a brief discussion with the Commission.

PUBLIC SPEAKER #1 – Hugh Connelly, 1589 Orchard Lane, LG

Connelly stated that he is a neighbor to the Merhar's and voiced his support of the fence.

PUBLIC SPEAKER #2 – Carol Zimmerman, 61 Lakeview, LG

Zimmerman stated that she is a neighbor to the Merhar's and voiced her and her husband's full support of the fence.

MOTION #3

Hill/Hartz moved to close the public hearing. The motion carried unanimously.

MOTION #4

Hill/Frederick moved to approve the recommendation on a Conditional Use Application filed by David & Julie Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147 to construct a fence in the street yard setback in excess of three feet (five) at 1591 Orchard Lane, Lake Geneva, WI 53147, Tax Key No. ZA455800001. The motion was carried unanimously.

9. Review and Recommendation on an Application for Site Plan Review for a parking lot filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147 for property at 227 S Lake Shore Drive, Tax Key No. ZOP00380.

DISCUSSION

City Administrator Oborn & Greg Govenatori with Kapur & Associates gave an overview of the application details and there was a brief discussion with the Commission. There was excessive discussion about the placement and need of a sidewalk.

MOTION #5

Hartz/Hill moved to approve the Recommendation on an Application for Site Plan Review for a parking lot filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147 for property at 227 S Lake Shore Drive, Tax Key No. ZOP00380, including a 5 foot wide sidewalk on the North side and 30 feet of sidewalk on the South side for handicap and kiosk access and drainage on the northwest corner. The motion carried 4/1 with Gibbs voting no.

10. Adjournment

MOTION #6

Hill/Hartz moved to adjourn the meeting at 7:07 pm. The motion carried unanimously.

/s/Jackie Gregoles, B&Z Administrative Assistant

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION

Agenda Item #9

Applicant:

City of Lake Geneva

912 Geneva Street

Lake Geneva, WI 53147

Request:

Site Plan Application to allow for the construction of a parking lot on a recently purchased parcel in the General Business Zoning District at 227 S Lake Shore Drive, Tax Key No. Zop00380.

Description:

The applicant proposes to construct a new parking lot for use as a City of Lake Geneva paid parking.

Staff Recommendation:

The City Engineer has worked with Staff to come up with a design for the parking lot that would meet the Zoning Ordinance for the General Business Zoning District. The parking lot design has received previous approval from the Public Works Committee.

Staff may provide additional comment on the above items and will comment on remaining agenda items at the meeting.

Kenneth Robers
Zoning Administrator

APPLICATION FOR SITE PLAN REVIEW

City of Lake Geneva

Site Address and Parcel No. or Legal Description:

227 S. LAKE SHORE DRIVE, LAKE GENEVA, WI 53147
ZOP 00380

Name and Address of Current Owner:

City of LAKE GENEVA, 626 Geneva Street, Lake Geneva, WI 53147

Telephone No. of Current Owner including area code: 262-248-3673

Name and Address of Applicant:

City of LAKE GENEVA, 626 GENEVA STREET,

Telephone No. of Applicant including area code: 262-248-3673

Proposed Use:

PARKING LOT

Zoning District: General Business

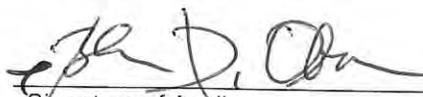
Names and Addresses of architect, professional engineer and contractor of project:

KAPUR ASSOCIATES
1224 S. Pine Street
Burlington, WI 53105

Short statement describing activities to take place on site:

Build Parking Lot w/ CURB & GUTTER

Site Plan Review fee: ~~\$400.00~~, due upon filing of Application.


Signature of Applicant

AGREEMENT FOR SERVICES

PUBLIC SPEAKER #2 – Carol Zimmerman, 61 Lakeview, LG

Zimmerman stated that she is a neighbor to the Merhar's and voiced her and her husband's full support of the fence.

MOTION #3

Hill/Hartz moved to close the public hearing. The motion carried unanimously.

MOTION #4

Hill/Frederick moved to approve the recommendation on a Conditional Use Application filed by David & Julie Merhar, 1591 Orchard Lane, Lake Geneva, WI 53147 to construct a fence in the street yard setback in excess of three feet (five) at 1591 Orchard Lane, Lake Geneva, WI 53147, Tax Key No. ZA455800001. The motion was carried unanimously.

9. Review and Recommendation on an Application for Site Plan Review for a parking lot filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147 for property at 227 S Lake Shore Drive, Tax Key No. ZOP00380.

DISCUSSION

City Administrator Oborn & Greg Govenatori with Kapur & Associates gave an overview of the application details and there was a brief discussion with the Commission. There was excessive discussion about the placement and need of a sidewalk.

MOTION #5

Hartz/Hill moved to approve the Recommendation on an Application for Site Plan Review for a parking lot filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147 for property at 227 S Lake Shore Drive, Tax Key No. ZOP00380, including a 5 foot wide sidewalk on the North side and 30 feet of sidewalk on the South side for handicap and kiosk access and drainage on the northwest corner. The motion carried 4/1 with Gibbs voting no.

10. Adjournment

MOTION #6

Hill/Hartz moved to adjourn the meeting at 7:07 pm. The motion carried unanimously.

/s/Jackie Gregoles, B&Z Administrative Assistant

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION

Geneva Lake Use Committee

Secretary/Treasurer Position Recommendation

There is an open position for Secretary/Treasurer for the Geneva Lake Use Committee which meets on the 3rd Tuesday of the month in the evening as needed.

This By-Law section is copied below which further explains the position.

Secretary/Treasurer:

Term/Compensation – Effective January 1, 2016, the Secretary/Treasurer will hold office for a five-year term, and will be compensated in the amount of \$1,000.00 per year, paid semi-annually in arrears. The Secretary/Treasurer may be removed with or without cause by a majority vote of the elected officials of the funding communities that serve on the GLUC.

Appointment – The GLUC will recommend to the Chief Executive Officers of the governing bodies of each funding community one or more candidates for the office of the Secretary/Treasurer. The Chief Executive Officers shall select one candidate and present their recommendation of that candidate for the office of Secretary/Treasurer to their respective governing body for approval. Appointment of the Secretary/Treasurer requires unanimous approval of all funding communities.

Expenses incurred by the Secretary/Treasurer shall be forwarded to the GLUC for approval of payment at each meeting. The Secretary/Treasurer is an appointed position, and is not a voting member of the GLUC.

The Secretary/Treasurer shall keep track of all dues paid by each municipality and invoices by each municipality and invoices paid from the GLUC checkbook. The Secretary/Treasurer shall give a report at all meetings. The Secretary/Treasurer shall prepare all finance books for audit by designated members at each January meeting.

The Secretary/Treasurer shall take Minutes of all meetings and forward copies of said Minutes to all members five days prior to the next meeting for review. The Secretary/Treasurer will only place those items on the agenda that are directed by the Chairperson or as directed by the GLUC at a duly called meeting.

From Geneva Lake Use Meeting minutes of 9/20/16:

Discussion/Recommendation for Secretary/Treasurer:

The new paid Secretary/Treasurer position notice was sent to all the Clerks and/or Treasurers in the four municipalities around the lake to see if anyone is interested in the position. No responses were received. Motion was made to recommend Peg Pollitt to the Chief Executive Officers as their candidate for the position. Motion passed unanimously and the committee directed Pollitt to send their recommendation to the Chief Executive Officers for further action.

Peg Pollitt, GLUC Acting Secretary
ppollitt@cityoflakegeneva.com
262-249-4099

**City of Lake Geneva
Council Meeting
September 26, 2016**

**Prepaid Checks
9/13/16 - 9/23/16**

**Total:
\$7,127.56**

Checks over \$5,000:

\$ -

FROM 09/14/2016 TO 09/23/2016

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
BONK	COURTNEY HINZPETER								
	MILEAGE 9/16			09/14/16		63576	09/14/16	124.20	124.20
	01	230 MILES-PROPHOENIX CONF	1121005330						124.20
								VENDOR TOTAL:	124.20
CHICA	CHICAGO TITLE COMPANY								
	GIRAFFE ELEC			09/19/16		63579	09/20/16	6,352.76	6,352.76
	01	GIRAFFE ELEC OVERAGE-MAIN ST	4132101508						6,352.76
								VENDOR TOTAL:	6,352.76
PCP	PETTY CASH - POLICE DEPT								
	PETTY CASH 9/16			09/14/16		63577	09/14/16	82.60	82.60
	01	USPS-POSTAGE	1121005312						71.28
	02	HOME DEPOT-PAIL, SCREWS, ANCHORS	1121005342						11.32
								VENDOR TOTAL:	82.60
TRACY	CALEB TRACY								
	REIMB 9/16			09/08/16		63578	09/14/16	84.00	84.00
	01	MEALS-INSTRUCTOR COURSE	1121005331						84.00
								VENDOR TOTAL:	84.00
WIEMS	WI EMS ASSOC								
	8/16			08/01/16		63580	09/20/16	484.00	484.00
	01	2016 DUES-22 MEMBERS	1122005320						484.00
								VENDOR TOTAL:	484.00
								TOTAL --- ALL INVOICES:	7,127.56

**City of Lake Geneva
Council Meeting
September 26, 2016**

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	\$ 50,113.97
2. Debt Service	20	\$ 94.84
3. TID #4	34	\$ -
4. Lakefront	40	\$ 66,235.49
5. Capital Projects	41	\$ 358.00
6. Parking	42	\$ 2,225.11
7. Cemetery	48	\$ 189.77
8. Equipment Replacement	50	\$ -
9. Library Fund	99	\$ 2,509.43
10. Impact Fees	45	\$ -
11. Tax Agency Fund	89	\$ -
Total All Funds		\$121,726.61

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

COUNCIL MEETING DATE: 9/26/16

TOTAL UNPAID ACCOUNTS PAYABLE \$ **121,726.61**

ITEMS > \$5,000

Gage Marine - Elmer's Pier Rebuild	\$ 54,584.53
Alliant Energy - August Electric Bills	\$ 28,993.90
Healthcheck 360 - 2016 50% Downpayment	\$ 8,138.00

Balance of Other Items \$ 30,010.18

INVOICES DUE ON/BEFORE 09/27/2016

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

A+	A+ GRAPHICS & PRINTING						
11387	09/20/16	01	PARKING LOT LAYOUT COPIES	4234505310		09/27/16	4.72
						INVOICE TOTAL:	4.72
						VENDOR TOTAL:	4.72
ADVAND	ADVANCED DISPOSAL SERVICES						
A40000007549	08/31/16	01	LANDFILL USE-14.91 TN	1136005296		09/27/16	832.93
						INVOICE TOTAL:	832.93
						VENDOR TOTAL:	832.93
ALLIANT	ALLIANT ENERGY						
RE092216	09/01/16	01	ACCT #026273-HAVENWOOD FLSH	1134105222		09/27/16	7.85
		02	ACCT #057300-SOUTH/WELLS FLSH	1134105222			9.91
		03	ACCT #064443-WELLS ST FLSH	1134105222			9.25
		04	ACCT #072470-MAIN ST LITES	1134105223			110.05
		05	ACCT #089416-SHARED SAVINGS P	9900005623			107.23
		06	ACCT #089416-SHARED SAVINGS I	9900005663			0.27
		07	ACCT #108571-1055 CAREY	1132105222			157.22
		08	ACCT #111395-BROAD ST TRFC LT	1134105223			51.93
		09	ACCT #121601-SHARED SAVINGS P	2081005625			94.13
		10	ACCT #121601-SHARED SAVINGS I	2081005664			0.71
		11	ACCT #148614-HWY 50/12 FLASHER	1134105222			11.23
		12	ACCT #152472-W COOK SIREN	1129005222			11.75
		13	ACCT #161895-RIVIERA ELEC	4055305222			5,455.06
		14	ACCT #165231-BEACH HOUSE	4054105222			759.86
		15	ACCT #178450-INTCHG N/SHER SPR	1134105223			80.79
		16	ACCT #182684-HWY 120/BLMFLD LT	1134105223			89.28
		17	ACCT #243254-LIBRARY PARK	1152005222			37.29
		18	ACCT #252132-EDWDS BLVD/WM SIG	1134105223			87.54
		20	ACCT #293132-SAGE ST/DUNN SRN	1129005222			5.64
		21	ACCT #303645-MS2 STREET LTS	1134105223			301.56
		22	ACCT #327582-DUNN FIELD	1152005922			135.43
		23	ACCT #339772-SNAKE RD/HWY 50	1134105222			11.06

INVOICES DUE ON/BEFORE 09/27/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
ALLIANT	ALLIANT ENERGY						
RE092216	09/01/16	24	ACCT #363673-VETS PK/TWNLN RD	1152015222		09/27/16	513.77
		25	ACCT #393713-MUSEUM 256 MILL	1151105222			2,151.60
		27	ACCT #401872-WELLS ST FLSH	1134105222			10.76
		28	ACCT #414694-HOST DR WATER TWR	1122005222			177.11
		29	ACCT #422323-GENEVA SQ TRF LT	1134105223			31.69
		30	ACCT #433371-LIBRARY	9900005222			1,680.49
		31	ACCT #457625-LOT LITE GNVA ST	1134105223			219.98
		32	ACCT #462852-WELLS ST FLSH	1134105222			74.51
		33	ACCT #549716-FLAT IRON PARK	1152005222			275.81
		34	ACCT #566211-W HWY 50 BLK FLSH	1134105222			11.06
		35	ACCT #595515-LIB PARK RESTROOM	1152005222			57.94
		36	ACCT #602235-724 WILLIAMS ST	1134105223			26.17
		37	ACCT #604445-S LAKESHORE DR FL	1134105222			8.53
		38	ACCT #622184-S LAKESHORE DR	1152005222			21.56
		39	ACCT #630016-COOK ST/HWY 50	1134105223			33.19
		40	ACCT #661112-OAK HILL CEMETERY	4800005222			49.05
		41	ACCT #684954-730 MARSHALL SRN	1129005222			20.95
		43	ACCT #688465-TENNIS CTS/SCHL	1152005222			16.25
		44	ACCT #718894-OAK HILL CEMETERY	4800005222			24.58
		46	ACCT #732492-389 EDWDS TRF LT	1134105223			115.85
		47	ACCT #734115-HWY 50/HWY 12 LTS	1134105222			27.61
		48	ACCT #738154-RUSHWOOD PARK	1152005222			13.61
		49	ACCT #758433-700 GENEVA ST LOT	1134105223			138.63
		50	ACCT #758940-1065 CAREY ST	1132105222			693.07
		51	ACCT #759513-STREET LIGHTS	1134105223			7,138.67
		52	ACCT #800930-VETS PK SCOREBRD	1152015222			136.43
		53	ACCT #837813-SEM PARK RESTROOM	1152005222			19.57
		54	ACCT #895526-HWY 50 TRF LT	1134105223			175.51
		55	ACCT #912610-GEORGE ST FLSHR	1134105222			8.20
		56	ACCT #923482-1070 CAREY ST	1132105222			333.45
		59	ACCT #926683-FLAT IRON PK/WRGL	1152005222			128.44
		60	ACCT #932215-DODGE ST FLSHR	1134105222			8.03
		63	ACCT #940353-IMPND 1070 CAREY	1121005222			17.84
		64	ACCT #952816-FIRE HOUSE	1122005222			1,104.58

INVOICES DUE ON/BEFORE 09/27/2016

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

ALLIANT ALLIANT ENERGY							
RE092216	09/01/16	65	ACCT #957203-HWY 120/TWNLD RD	1134105222		09/27/16	97.74
		66	ACCT #965570-201 EDWARDS SIREN	1129005222			12.27
		67	ACCT #969933-CITY HALL	1116105222			5,475.95
		68	ACCT #973443-VETS PARK PAVLN	1152015222			281.95
		69	ACCT #980910-DONIAN PARK	1152005222			97.09
		70	ACCT #998403-COBB PARK	1152005222			29.37
						INVOICE TOTAL:	28,993.90
						VENDOR TOTAL:	28,993.90

AT&T81 AT&T							
RE092216	09/13/16	01	262 R42-8188 663 1 CITY HALL	1116105221		09/27/16	274.74
		02	262 R42-8188 663 1-POLICE	1121005221			274.74
		03	262 R42-8188 663 1-COURT	1112005221			30.52
		04	262 R42-8188 663 1-METER	4234505221			30.53
		06	262 248-2264 368 9-FIRE DEPT	1122005221			316.73
		07	262 248-4567 367 1-911 MODEM	1121005221			113.24
		08	262 248-4715 125 4-CITY HALL	1116105221			265.30
		10	262 248-4913 601 4-STR FAX/DSL	1132105221			179.49
		12	262 249-5299 313 5-6 LIB LINES	9900005221			129.34
		13	262 249-5299 313 5-1 STR LINE	1132105221			21.55
		14	262 249-5299 313 5-COURT FAX	1112005221			21.55
		15	262 249-5299 313 5-CH ALARM	1116105221			43.10
		16	262 249-5299 313 5-CEM 1 LINE	4800005221			21.55
		17	262 249-5299 313 5-LOWER RIV	4055205221			21.55
		18	262 249-5299 313 5-UPPER RIV	4055105221			43.10
		19	262 249-5299 313 5-FIRE 2 LINE	1122005221			43.10
		20	262 249-5299 313 5-POL 3 LINES	1121005221			64.69
		21	262 248-6837 457 9-POL 911 CON	1121005221			214.50
						INVOICE TOTAL:	2,109.32
						VENDOR TOTAL:	2,109.32

AT&TL AT&T LONG DISTANCE							
RE092216	09/04/16	01	LONG DIST-SEP	1100001391		09/27/16	31.58

INVOICES DUE ON/BEFORE 09/27/2016

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

AT&TL	AT&T LONG DISTANCE						
RE092216	09/04/16	02	LONG DIST-SEP	4055105221		09/27/16	1.25
		03	LONG DIST-SEP	4800005221			2.69
		04	LONG DIST-SEP	1132105221			2.83
		05	LONG DIST-SEP	1122005221			25.49
		06	LONG DIST-SEP	9900005221			24.35
		07	LONG DIST-SEP	1121005221			233.35
		08	LONG DIST-SEP	1116105221			0.24
		09	LONG DIST-SEP	1112005221			1.28
						INVOICE TOTAL:	323.06
						VENDOR TOTAL:	323.06
CALIF	CA CONTRACTORS SUPPLIES INC						
38351	08/30/16	01	CAUTION TAPE,HAND SOAP	1152005352		09/27/16	115.50
						INVOICE TOTAL:	115.50
						VENDOR TOTAL:	115.50
CHASE	CHASE CARD SERVICES						
8486-9/16	09/08/16	01	COMPLYRIGHT-ACA FILING FEE	1110205132		09/27/16	2.64
		02	PEACHMEDIA-PD CHIEF WEBINAR	1114205324			149.00
		03	SIRENWORLD-LIGHTS-CAR #1	1122005351			1,146.54
		04	HOME DEPOT-SHOWER HEAD	1122005350			8.48
		05	KALAHARI-DETKOWSKI CONF	1122005332			92.04
		06	CITY OF RACINE-MRC CONF-ANDRSN	1122005240			25.00
		07	POSPAPER-CARD SWIPE CLEANER	4234505250			231.26
		08	WALMART-BLEACH,WINDEX	4234505250			25.29
		09	WALMART-BLEACH	1116105350			2.94
		10	INKOJET-CANON PRINTER INK	1132105340			37.90
		11	NORTHERN TOOL-MOWER TIRES	1152015952			154.30
		12	PIGGLY-COFFEE,WATER,FRUIT	1114305311			57.69
		13	SUBWAY-POLLWORKER MEAL	1114305311			88.62
		14	WALCO-CSM ZA119000002	1110005316			8.00
		15	RADISSON-WMCA CONF 8/17-19	1114305331			164.00

INVOICES DUE ON/BEFORE 09/27/2016

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

CHASE	CHASE CARD SERVICES						
8486-9/16	09/08/16	16	BIZ CARDS-ROBERS	1124005310		09/27/16	14.98
		17	CROWDCONTROL-STANCHIONS/SIGNS	1114305311			269.50
						INVOICE TOTAL:	2,478.18
						VENDOR TOTAL:	2,478.18
COMPOST	COMPOST MANAGEMENT INC						
5507	09/19/16	01	TOPSOIL-42 YDS	1132135430		09/27/16	945.00
						INVOICE TOTAL:	945.00
						VENDOR TOTAL:	945.00
DES	DATA EQUIPMENT SERVICES						
619	09/14/16	01	MODEM SVC-SEP	4234505221		09/27/16	945.00
		02	MODEM SVC-SEP	4054105221			45.00
						INVOICE TOTAL:	990.00
						VENDOR TOTAL:	990.00
DOWN	DOWN TO EARTH CONTRACTORS INC						
6309	09/08/16	01	H2O LINE FIX-CHAMBER	1152005241		09/27/16	1,930.00
						INVOICE TOTAL:	1,930.00
						VENDOR TOTAL:	1,930.00
DUNN	DUNN LUMBER & TRUE VALUE						
658311	08/31/16	01	PAINT-STALL LINES/NO PKNG	4234505340		09/27/16	19.96
		02	DISCOUNT	1100004819			-1.00
						INVOICE TOTAL:	18.96
658432	09/01/16	01	PVC PIPE-BATTERY HANDLES	4234505250		09/27/16	2.70
						INVOICE TOTAL:	2.70
659002	09/07/16	01	HOSE,NOZZLE-DUNN	1152005950		09/27/16	47.28

INVOICES DUE ON/BEFORE 09/27/2016

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

DUNN	DUNN LUMBER & TRUE VALUE						
659002	09/07/16	02	DISCOUNT	1100004819		09/27/16	-0.41
						INVOICE TOTAL:	46.87
659154	09/08/16	01	BALLCOCK KIT	1151105240		09/27/16	2.99
		02	DISCOUNT	1100004819			-0.15
						INVOICE TOTAL:	2.84
659685	09/13/16	01	NUTS,BOLTS RETURN	1132105351		09/27/16	-10.60
		02	DISCOUNT	1100004819			0.53
						INVOICE TOTAL:	-10.07
659785	09/14/16	01	PAINT,TRAY SET	4054105352		09/27/16	74.97
		02	DISCOUNT	1100004819			-0.45
						INVOICE TOTAL:	74.52
659828	09/14/16	01	BLACK PAINT	1132135430		09/27/16	14.97
		02	DISCOUNT	1100004819			-0.75
						INVOICE TOTAL:	14.22
659842	09/14/16	01	NUTS,BOLTS	4234505250		09/27/16	1.38
		02	DISCOUNT	1100004819			-0.07
						INVOICE TOTAL:	1.31
659998	09/15/16	01	GRASS SEED-40#	1152005352		09/27/16	119.96
		02	DISCOUNT	1100004819			-6.00
						INVOICE TOTAL:	113.96
660000	09/15/16	01	WOOD SEALER	4054105352		09/27/16	13.99
						INVOICE TOTAL:	13.99
660007	09/15/16	01	LIQUID CHLORINE	4055205355		09/27/16	13.96
						INVOICE TOTAL:	13.96
660332	09/19/16	01	PAINT	4054105352		09/27/16	65.98
						INVOICE TOTAL:	65.98

INVOICES DUE ON/BEFORE 09/27/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN DUNN LUMBER & TRUE VALUE							
660504	09/20/16	01	PAINT, BRUSH	1152005350		09/27/16	20.98
		02	DISCOUNT	1100004819			-1.05
						INVOICE TOTAL:	19.93
660507	09/20/16	01	GRASS SEED-20#	1132135430		09/27/16	59.98
		02	DISCOUNT	1100004819			-3.00
						INVOICE TOTAL:	56.98
						VENDOR TOTAL:	436.15
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
EBC EMPLOYEE BENEFITS CORPORATION							
6021-IN	09/13/16	01	2% COBRA-SEPT	1110205132		09/27/16	58.03
						INVOICE TOTAL:	58.03
						VENDOR TOTAL:	58.03
FIRSTS FIRST SUPPLY LLC							
1374730	06/13/16	01	TOILET VALVES-RETURN	4055105350		09/27/16	-117.20
						INVOICE TOTAL:	-117.20
1417476	09/07/16	01	TOILET VALVES	4055105350		09/27/16	374.96
						INVOICE TOTAL:	374.96
						VENDOR TOTAL:	257.76
GAGE GAGE MARINE CORP							
128169	08/04/16	01	INSTALL BUOY #34	4052105264		09/27/16	57.28
						INVOICE TOTAL:	57.28

INVOICES DUE ON/BEFORE 09/27/2016

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

GAGE GAGE MARINE CORP							
128192	08/04/16	01	ELMER'S PIER REBUILD	4052105800		09/27/16	54,185.00
						INVOICE TOTAL:	54,185.00
128305	08/06/16	01	FIX LOOSE BOARDS	4055305264		09/27/16	248.50
						INVOICE TOTAL:	248.50
129531	08/31/16	01	WEST PIER BOARD FIX	4055305264		09/27/16	93.75
						INVOICE TOTAL:	93.75
						VENDOR TOTAL:	54,584.53
GAPPA GAPPA SECURITY SOLUTIONS LLC							
10469	09/08/16	01	CLOSET LOCK CORES	4055205350		09/27/16	42.75
						INVOICE TOTAL:	42.75
						VENDOR TOTAL:	42.75
GENEVA TOWN OF GENEVA							
BOND U324816-2	09/20/16	01	U324816-2-BATKO VIA GOVPAY	1112004510		09/27/16	98.80
						INVOICE TOTAL:	98.80
STACK-U321839-0	09/08/16	01	STACK-U321839-0 VIA GOVPAY	1112004510		09/27/16	10.00
						INVOICE TOTAL:	10.00
						VENDOR TOTAL:	108.80
GIRAF GIRAFFE ELECTRIC							
16-619	08/29/16	01	POWER LOCATES-ART IN PARK	1100001391		09/27/16	206.87
		02	POWER LOCATES-JAYCEES VENETIAN	1100001391			206.88
						INVOICE TOTAL:	413.75
						VENDOR TOTAL:	413.75
GRAIN GRAINGER							
9218636521	09/08/16	01	HANDLE FIX	1151105240		09/27/16	5.53
						INVOICE TOTAL:	5.53
						VENDOR TOTAL:	5.53

INVOICES DUE ON/BEFORE 09/27/2016

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

HEALT	HEALTHCHECK 360						
2016 DOWN PYMT	09/08/16	01	50%-HC 360	1110205132		09/27/16	8,138.00
						INVOICE TOTAL:	8,138.00
						VENDOR TOTAL:	8,138.00
HEIN	HEIN ELECTRIC SUPPLY CO						
264808-00	08/09/16	01	ANCHOR BOLTS-LITE POLE	1134105261		09/27/16	34.35
						INVOICE TOTAL:	34.35
						VENDOR TOTAL:	34.35
HWYC	HWY C SERVICES INC						
246779	09/14/16	01	BLADE BOLTS/SCREWS	1152005250		09/27/16	31.87
						INVOICE TOTAL:	31.87
						VENDOR TOTAL:	31.87
ITU	ITU ABSORB TECH INC						
6653576	09/09/16	01	MATS,FRAGRANCE,MOPS	4055205360		09/27/16	66.05
						INVOICE TOTAL:	66.05
6653577	09/09/16	01	MATS	1116105360		09/27/16	75.18
						INVOICE TOTAL:	75.18
						VENDOR TOTAL:	141.23
JAMESI	JAMES IMAGING SYSTEMS INC						
19290093	08/29/16	01	TOSH ES2540-SEP	9900005532		09/27/16	279.75
						INVOICE TOTAL:	279.75
						VENDOR TOTAL:	279.75
JAMESL	JAMES M LEWIS LLC						
SEPT SVC	09/20/16	01	PD INVESTIGATOR	1110005780		09/27/16	1,012.60
						INVOICE TOTAL:	1,012.60
						VENDOR TOTAL:	1,012.60

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

JUREW	JUREWICZ, JUDY						
3127	09/12/16	01	SPINDLE, TUBE, SEALS-TORO	1152005250		09/27/16	187.72
						INVOICE TOTAL:	187.72
3145	09/19/16	01	SPINDLE, SHAFT, OIL-SCAG MOWER	1152005250		09/27/16	121.69
						INVOICE TOTAL:	121.69
						VENDOR TOTAL:	309.41
KAPUR	KAPUR & ASSOCIATES, INC						
88495	08/26/16	01	JULY ENG	4132101508		09/27/16	358.00
						INVOICE TOTAL:	358.00
88497	08/26/16	01	JULY ENG	1100001391		09/27/16	3,420.00
						INVOICE TOTAL:	3,420.00
						VENDOR TOTAL:	3,778.00
LANGE	LANGE ENTERPRISES INC						
59259	09/01/16	01	SIGNS-PKG/CEN DEN	4234505340		09/27/16	30.52
						INVOICE TOTAL:	30.52
						VENDOR TOTAL:	30.52
LASERE	LASER ELECTRIC SUPPLY						
1447414	09/01/16	01	BALLASTS	1116105350		09/27/16	92.82
		02	LITE BULBS	1132105350			13.90
		03	DISCOUNT	1100004819			-2.13
						INVOICE TOTAL:	104.59
1447445-01	09/15/16	01	GREASE GUN	1152015340		09/27/16	183.01
		02	DISCOUNT	1100004819			-3.66
						INVOICE TOTAL:	179.35
						VENDOR TOTAL:	283.94
LGBID	LAKE GENEVA BUSINESS						

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LGBID	LAKE GENEVA BUSINESS						
REFUND 9/16	09/12/16	01	SEC DEP-TABLES, TRASH CANS	1100002353		09/27/16	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	100.00
LGREG	LAKE GENEVA REGIONAL NEWS						
1174233	08/04/16	01	LN-7/11 COUNCIL MINUTES	1110005314		09/27/16	235.77
						INVOICE TOTAL:	235.77
1174666	08/04/16	01	LN-ORD 16-07 S/W ROW	1110005314		09/27/16	25.31
						INVOICE TOTAL:	25.31
1174671	08/11/16	01	LN-ZONING TEXT AMENDMENTS	1110005314		09/27/16	40.34
						INVOICE TOTAL:	40.34
1174672	08/11/16	01	LN-BOSWORTH CUP	1110005315		09/27/16	49.36
						INVOICE TOTAL:	49.36
1174673	08/11/16	01	LN-HARIG PIP	1110005315		09/27/16	51.62
						INVOICE TOTAL:	51.62
1174683	08/04/16	01	LN-ORD 16-10/NO PARK	1110005314		09/27/16	123.61
						INVOICE TOTAL:	123.61
1174734	08/04/16	01	LN-ORD 16-09/BRUNK PAV	1110005314		09/27/16	39.18
						INVOICE TOTAL:	39.18
1176659	08/18/16	01	LN-7/25 COUNCIL MINUTES	1110005314		09/27/16	445.59
						INVOICE TOTAL:	445.59
						VENDOR TOTAL:	1,010.78
NAPAE	ELKHORN NAPA AUTO PARTS						
46233	09/01/16	01	OIL/AIR FILTERS	1132105351		09/27/16	149.35
						INVOICE TOTAL:	149.35
						VENDOR TOTAL:	149.35

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OFFICES OFFICE SUPPLY.COM							
2141573	09/13/16	01	CHAIR-TREASURER	1115105310		09/27/16	159.99
						INVOICE TOTAL:	159.99
						VENDOR TOTAL:	159.99
PATS PATS SERVICES INC							
A-131820	09/06/16	01	PORT A POTTY SVC-SEP	4800005360		09/27/16	80.00
						INVOICE TOTAL:	80.00
						VENDOR TOTAL:	80.00
PIRAN PIRANHA PAPER SHREDDING LLC							
12491090816	09/08/16	01	SHREDDING SVC-SEP	1116105360		09/27/16	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	15.00
PROPH PROPHOENIX							
2016224	07/14/16	01	CONF REG-DETKOWSKI	1122005332		09/27/16	475.00
						INVOICE TOTAL:	475.00
						VENDOR TOTAL:	475.00
ROLYAN ROLYAN BUOYS							
3648783	09/02/16	01	NEW BUOYS-15	4052105264		09/27/16	1,920.00
						INVOICE TOTAL:	1,920.00
						VENDOR TOTAL:	1,920.00
ROTE ROTE OIL COMPANY							
1624400004	08/31/16	01	222.19 GALS CLEAR DIESEL	1132105341		09/27/16	479.70
						INVOICE TOTAL:	479.70
1624400005	08/31/16	01	135.9 GALS DYED DIESEL	1132105341		09/27/16	251.29
						INVOICE TOTAL:	251.29

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ROTE OIL COMPANY							
1625900012	09/15/16	01	327.5 GALS CLEAR DIESEL	1132105341		09/27/16	690.70
						INVOICE TOTAL:	690.70
1625900013	09/15/16	01	242.2 GALS DYED DIESEL	1132105341		09/27/16	435.71
						INVOICE TOTAL:	435.71
						VENDOR TOTAL:	1,857.40
SUPER SHARP							
472814	08/28/16	01	SHARPEN CHIPPER,CUTTER BAR	1132135420		09/27/16	74.75
						INVOICE TOTAL:	74.75
						VENDOR TOTAL:	74.75
THE SUPPLY CORPORATION							
64931-IN	09/06/16	01	EAR PLUGS	1132105390		09/27/16	37.60
						INVOICE TOTAL:	37.60
64970-IN	09/09/16	01	EAR PLUGS	1132105390		09/27/16	37.60
						INVOICE TOTAL:	37.60
						VENDOR TOTAL:	75.20
CLEAR WATER OUTDOOR							
REFUND	09/12/16	01	CLEARWATER-BCH/BARR-9/9-11/16	1100002353		09/27/16	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
NEXT DOOR PUB							
REFUND	09/12/16	01	NEXT DOOR PUB-BARR-9/11/16	1100002353		09/27/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
LISA WILKE							

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T0001314 LISA WILKE							
REFUND	09/19/16	01	WILKE-TIC REFUND-212543	4234504634		09/27/16	20.00
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	20.00
T0001315 AMERICAN COLLEGE-WENDY SUTWSKI							
REFUND	09/19/16	01	SUTWSKI-SEC DEP 9/18/16	4055102353		09/27/16	1,000.00
		02	SUTWSKI-SETUP, SEC GRD 9/18/16	4055104674			-232.50
		03	SUTWSKI-LEASE 9/18/16	4055104674			-400.00
						INVOICE TOTAL:	367.50
						VENDOR TOTAL:	367.50
T0001316 APRIL SCHUMPF							
REFUND	09/19/16	01	SCHUMPF-SEC DEP 9/17/16	4055102353		09/27/16	1,000.00
		02	SCHUMPF-SETUP, SEC GRD 9/17/16	4055104674			-344.00
						INVOICE TOTAL:	656.00
						VENDOR TOTAL:	656.00
T0001317 TERENCE PISANO							
REFUND	09/19/16	01	PISANO-SEC DEP 9/11/16	4055102353		09/27/16	1,000.00
		02	PISANO-SETUP, SEC GRD 9/11/16	4055104674			-244.00
		03	PISANO-LEASE 9/11/16	4055104674			-400.00
						INVOICE TOTAL:	356.00
						VENDOR TOTAL:	356.00
T0001318 NICK ARVANITIS							
REFUND	09/19/16	01	ARVANITIS-SEC DEP 9/8/16	4055102353		09/27/16	1,000.00
		02	ARVANITIS-SETUP, SEC GRD 9/8/16	4055104674			-173.75
						INVOICE TOTAL:	826.25
						VENDOR TOTAL:	826.25
T0001319 MARCIA SANTAGA							

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T0001319 MARCIA SANTAGA							
REFUND	09/19/16	01	SANTAGA-SEC DEP 9/10/16	4055102353		09/27/16	1,000.00
		02	SANTAGA-SETUP,SEC GRD 9/10/16	4055104674			-414.00
						INVOICE TOTAL:	586.00
						VENDOR TOTAL:	586.00
T0001320 LAKE GENEVA FIRE BELLS							
REFUND	09/20/16	01	LG FIRE BELLS-BARR 9/18/16	1100002353		09/27/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
T0001321 MT ZION CHRISTIAN CHURCH							
REFUND	09/20/16	01	MT. ZION-BCH RENTAL 9/18/16	1100002353		09/27/16	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	100.00
T0001322 JEAN KARLSON							
218894	09/21/16	01	TIC 218894 OVERPYMT REFUND	4234504634		09/27/16	20.00
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	20.00
T0001323 ANTHONY OSNAEZ							
REFUND	09/09/16	01	CN80GD2XZX-OSNAEZ	1112004510		09/27/16	110.00
						INVOICE TOTAL:	110.00
						VENDOR TOTAL:	110.00
T2SYS T2 SYSTEMS CANADA							
3403	08/24/16	01	EXT BY PHONE-JUN	4234505221		09/27/16	390.00
						INVOICE TOTAL:	390.00
4020	09/06/16	01	EXT BY PHONE-JUL	4234505221		09/27/16	503.75
						INVOICE TOTAL:	503.75
						VENDOR TOTAL:	893.75

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
UNITE UNITED LABORATORIES							
166459	09/13/16	01	TOILET CLEANER	1152005350		09/27/16	366.80
						INVOICE TOTAL:	366.80
						VENDOR TOTAL:	366.80
VERIZON VERIZON WIRELESS							
9771269019	09/01/16	01	AIR CARDS-AUG	1129005221		09/27/16	40.01
						INVOICE TOTAL:	40.01
9771269467	09/01/16	01	CELL CHGS-AUG	1121005221		09/27/16	518.95
						INVOICE TOTAL:	518.95
9771421482	09/03/16	01	AIR CARDS-AUG	1121005221		09/27/16	649.08
						INVOICE TOTAL:	649.08
						VENDOR TOTAL:	1,208.04
WALLE WALL ENTERPRISES INC							
L-913-11	09/13/16	01	SHARPENER WHEEL	1152005250		09/27/16	165.48
						INVOICE TOTAL:	165.48
						VENDOR TOTAL:	165.48
WEENE WE ENERGIES							
RE092216	09/06/16	01	7891-194-618 AUG GAS BILL	1116105224		09/27/16	408.33
		03	7837-744-963 AUG GAS BILL	1122005224			66.04
		04	0480-524-472 AUG GAS BILL	4055105224			77.93
		06	0847-573-906 AUG GAS BILL-ST#2	1122005224			-36.46
		07	5288-664-956 AUG GAS BILL	1151105224			52.70
		08	8052-439-940 AUG GAS BILL-1055	1132105224			9.90
		09	8017-524-022 AUG GAS BILL-1065	1132105224			25.50
		10	6602-046-262 AUG GAS BILL-1070	1132105224			9.90
		12	1885-876-489 AUG GAS BILL	4800005224			11.90
		13	3843-358-997 AUG GAS BILL	9900005222			84.00

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

WEENE	WE ENERGIES						
RE092216	09/06/16	14	5604-510-433 AUG GAS BILL	9900005222		09/27/16	204.00
						INVOICE TOTAL:	913.74
						VENDOR TOTAL:	913.74
ZSCAPE	Z-SCAPE LANDSCAPE & DESIGN						
5615	08/31/16	01	POND MAINT-AUG	1152005362		09/27/16	300.00
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	300.00
						TOTAL ALL INVOICES:	121,726.61