



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147-262.248.3673-www.cityoflakgeneva.gov

Cemetery Board Agenda
Wednesday, February 18, 2026 - 4:00 PM
Lake Geneva City Hall; Conference Room 2C (2nd Floor)

Members:

Aldersperson Cathy Stoodley-President, Terry Krohn-Vice President, Ruth Ann Monico-Secretary, Rich Bailey,
Aldersperson Linda Frame

- 1. Call to Order**
- 2. Roll Call**
- 3. Comments from the public limited to 5 minutes, limited to items on this agenda**
- 4. Approval of the minutes from January 21, 2026**
- 5. Review of Monthly Financial Reports**
- 6. Staff Liaison Report**
- 7. Update regarding the Cemetery Alliance**
- 8. Discussion/Recommendation regarding Amending Schedule of Fees - Cemetery fees**
- 9. Discussion regarding Green Burials**
- 10. Adjournment**

A quorum of the Council may be present; however, no official Council action will be taken. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance so that the appropriate accommodations can be made.

City Of Lake Geneva Cemetery Board Minutes
Wednesday, January 21, 2026 - 4:00 PM
Lake Geneva City Hall; Conference Room 2C (2nd Floor)

Call to Order

5:03 pm.

Roll Call

Present: President Cathy Stoodley, Vice President Terry Krohn, Secretary Ruth Monico, Alderperson Linda Frame.
Absent Rick Baily. Guests: Tom Earle DPW, David Winger Parks.

Comments from the public limited to 5 minutes, limited to items on this agenda

No comments from the public.

Approval of the minutes from October 15, 2025

Alderperson Frame made a motion to approve the minutes; Ruth Monico seconded the motion and it passed 4-0.

Monthly Financial Reports

Monthly financial reports reviewed.

Staff Liaison Report

As of 2025: 27 full burials and 45 cremations.

Update regarding the Oak Hill Cemetery chapel windows

Work is proceeding on the Chapel windows per Tom Earle. He included a verbal report on the status of the uncovered ceiling and the old windows partially covered in the past. Also, there was discussion on other projects still being considered; internet at the Chapel and possible cameras located at the entrances to the cemetery.

Update regarding the Oak Hill Cemetery road project

First phase will be started in June and the paving will begin later in the fall of 2026.

Discussion/Recommendation regarding purchasing and design of new columbarium at Oak Hill Cemetery

Tom Earle gave a detailed report on the purchase of a new Columbarium for Oak Hill Cemetery and the future purchase of an identical Columbarium, located beside the present Columbarum. Alderperson Frame made a motion to approve the design and purchase of a new Columbarium for Oak Hill Cemetery. Terry Khron seconded the motion. Passed 4-0.

Adjournment

Motion to adjourn was made by President Cathy Stoodley and seconded by Alderperson Frame. Motion passes 4-0.

Meeting adjourned at 5:13 pm.

Respectfully Submitted,

Ruth Monico

CITY OF LAKE GENEVABALANCE SHEET
JANUARY 31, 2026**FUND 49 - CEMETERY PERPETUAL CARE**ASSETS

49-00-00-10600	INVESTMENTS-EDWARD JONES	942,674.87	
49-00-00-11111	FUND CASH	14,314.99	
49-00-00-12700	LAND	.26	
49-00-00-12710	PREPAID REAL ESTATE TAXES	2,012.26	
	TOTAL ASSETS		959,002.38

LIABILITIES AND EQUITYLIABILITIES

49-00-00-24200	DUE TO INVESTMENT ACCT	1,560.00	
	TOTAL LIABILITIES		1,560.00

FUND EQUITY

49-00-00-34800	RESTRICTED FUND BALANCE	957,442.38	
	TOTAL FUND EQUITY		957,442.38
	TOTAL LIABILITIES & EQUITY		959,002.38

Account Number	Account Title	2026-26 Period Actual	2026-26 Current year Actual	Current year Budget	Variance Current year	% of Budget
CEMETERY PERPETUAL CARE						
CEMETERY PERPETUAL CARE						
CEMETERY PERPETUAL CARE						
49-00-00-46100	PERPETUAL CARE CONTRIBUTIONS	.00	.00	8,000.00-	8,000.00-	.00
49-00-00-48110	INVESTMENT INCOME	.00	.00	16,000.00-	16,000.00-	.00
49-00-00-48140	PORTFOLIO GAINS/LOSSES	.00	.00	25,000.00-	25,000.00-	.00
Total CEMETERY PERPETUAL CARE:		.00	.00	49,000.00-	49,000.00-	.00
CEMETERY PERPETUAL CARE						
49-00-00-59400	TRANSFER TO CEMETERY FUND	.00	.00	13,000.00	13,000.00	.00
Total CEMETERY PERPETUAL CARE:		.00	.00	13,000.00	13,000.00	.00
Total CEMETERY PERPETUAL CARE:		.00	.00	36,000.00-	36,000.00-	.00
CEMETERY PERPETUAL CARE Revenue Total:		.00	.00	49,000.00-	49,000.00-	.00
CEMETERY PERPETUAL CARE Expenditure Total:		.00	.00	13,000.00	13,000.00	.00
Total CEMETERY PERPETUAL CARE:		.00	.00	36,000.00-	36,000.00-	.00
Grand Totals:		.00	.00	36,000.00-	36,000.00-	.00

CITY OF LAKE GENEVA
BALANCE SHEET
JANUARY 31, 2026

FUND 48 - CEMETERY FUND

ASSETS

48-00-00-11111	FUND CASH	129,800.56	
48-00-00-12100	TAXES RECEIVABLE	168,000.00	
	TOTAL ASSETS		297,800.56

LIABILITIES AND EQUITY

LIABILITIES

48-00-00-21100	ACCOUNTS PAYABLE	6.99	
48-00-00-21700	ACCRUED WAGES PAYABLE	1,051.17	
48-00-00-26100	DEFERRED TAX REVENUE	168,000.00	
	TOTAL LIABILITIES		169,058.16

FUND EQUITY

48-00-00-34800	ASSIGNED FUND BALANCE	141,927.03	
	REVENUES OVER EXPENDITURES - YTD	(13,184.63)	
	TOTAL FUND EQUITY		128,742.40
	TOTAL LIABILITIES & EQUITY		297,800.56

Account Number	Account Title	2026-26 Period Actual	2026-26 Current year Actual	Current year Budget	Variance Current year	% of Budget
CEMETERY FUND						
CEMETERY FUND						
CEMETERY FUND						
48-00-00-41110	PROPERTY TAX LEVY	.00	.00	168,000.00	168,000.00	.00
48-00-00-46100	MISC REVENUE	3,375.00	3,525.00	3,500.00	25.00-	100.71
48-00-00-46540	SALE OF GRAVES/NICHES	1,560.00	2,730.00	20,000.00	17,270.00	13.65
48-00-00-46550	FOUNDATIONS/STAKE-OUTS	.00	.00	900.00	900.00	.00
48-00-00-46560	BURIAL INTERMENTS	1,940.00	2,900.00	30,000.00	27,100.00	9.67
48-00-00-48110	INVESTMENT INCOME	.00	.00	8,500.00	8,500.00	.00
48-00-00-49100	APPL OF PRIOR YEARS APPROP	.00	.00	119,821.00	119,821.00	.00
48-00-00-49400	TRANSFER FROM PERPETUAL CARE	1,268.78	2,395.39	14,000.00	11,604.61	17.11
Total CEMETERY FUND:		8,143.78	11,550.39	364,721.00	353,170.61	3.17
CEMETERY FUND						
48-00-00-51200	CEM WAGES	10,912.00	10,912.00	142,611.00	131,699.00	7.65
48-00-00-51250	CEM OVERTIME	204.60	204.60	4,100.00	3,895.40	4.99
48-00-00-51260	CEM SEASONAL LABOR	.00	.00	32,339.00	32,339.00	.00
48-00-00-51270	CEM ADMIN ASSISTANT	2,268.02	2,268.02	31,618.00	29,349.98	7.17
48-00-00-51340	CEM LIFE INSURANCE EXP	41.24	41.24	550.00	508.76	7.50
48-00-00-51345	CEM HEALTH INSURANCE	3,490.69	3,490.69	46,726.00	43,235.31	7.47
48-00-00-51350	CEM DENTAL INSURANCE	204.38	204.38	2,753.00	2,548.62	7.42
48-00-00-51355	CEM VISION INSURANCE	10.35	10.35	139.00	128.65	7.45
48-00-00-51360	CEM RETIREMENT EXPENSE	1,064.48	1,064.48	10,268.00	9,203.52	10.37
48-00-00-51370	CEM DISABILITY EXP	37.72	37.72	500.00	462.28	7.54
48-00-00-51380	CEM UNIFORM ALLOWANCE	1,400.00	1,400.00	1,400.00	.00	100.00
48-00-00-51520	CEM FICA EXPENSE	1,111.65	1,111.65	16,116.00	15,004.35	6.90
48-00-00-52210	CEM TELEPHONE EXP	85.63	85.63	1,250.00	1,164.37	6.85
48-00-00-52220	CEM ELECTRICITY EXP	.00	.00	1,900.00	1,900.00	.00
48-00-00-52240	CEM GAS HEAT EXP	198.10	198.10	2,800.00	2,601.90	7.08
48-00-00-52260	CEM WATER/SEWER EXP	.00	.00	3,500.00	3,500.00	.00
48-00-00-52400	CEM BUILDING REPAIRS	.00	.00	15,000.00	15,000.00	.00
48-00-00-52500	CEM EQUIP MAINT/REPAIRS	6.99	6.99	3,300.00	3,293.01	.21
48-00-00-53100	CEM OFFICE SUPPLIES	.00	.00	100.00	100.00	.00
48-00-00-53130	CEM WORKERS COMP INS	.00	.00	4,000.00	4,000.00	.00
48-00-00-53140	CEM LIABILITY/PROPERTY INS	.00	.00	2,350.00	2,350.00	.00
48-00-00-53200	CEM MEMBERSHIP DUES	.00	.00	200.00	200.00	.00
48-00-00-53320	CEM CONFERENCE	.00	.00	2,000.00	2,000.00	.00
48-00-00-53400	CEM OPERATING SUPPLIES	.00	.00	2,500.00	2,500.00	.00
48-00-00-53410	CEM FUEL EXPENSE	224.97	224.97	4,500.00	4,275.03	5.00
48-00-00-53500	CEM BLDG MAINT SUPPLIES	.00	.00	250.00	250.00	.00
48-00-00-53510	CEM VEHICLE MAINT/REPAIR	.00	.00	3,750.00	3,750.00	.00
48-00-00-53600	CEM MAINT SERVICE EXP	67.59	67.59	1,200.00	1,132.41	5.63
48-00-00-53620	CEM GROUNDS/LANDSCAPING	.00	.00	5,000.00	5,000.00	.00
48-00-00-53990	CEM MISC EXP	.00	.00	1,000.00	1,000.00	.00
48-00-00-54200	CEM GRAVES/FOUNDATIONS	.00	.00	15,000.00	15,000.00	.00
48-00-00-54300	CEM COLUMBARIUM EXPENSES	.00	.00	2,000.00	2,000.00	.00
48-00-00-58100	CEM EQUIPMENT OUTLAY	.00	.00	4,000.00	4,000.00	.00
Total CEMETERY FUND:		21,328.41	21,328.41	364,720.00	343,391.59	5.85
Total CEMETERY FUND:		29,472.19	32,878.80	729,441.00	696,562.20	4.51
CEMETERY FUND Revenue Total:		8,143.78	11,550.39	364,721.00	353,170.61	3.17
CEMETERY FUND Expenditure Total:		21,328.41	21,328.41	364,720.00	343,391.59	5.85

Account Number	Account Title	2026-26	2026-26	Current year Budget	Variance	% of
		Period Actual	Current year Actual		Current year	Budget
	Net Total CEMETERY FUND:	13,184.63-	9,778.02-	1.00	9,779.02	977,802.00-
	Net Grand Totals:	13,184.63-	9,778.02-	1.00	9,779.02	977,802.00-



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

Schedule of Fees

The City of Lake Geneva may retain overpayments of taxes, fees, licenses, and similar charges when the overpayment is \$2 or less, unless such refund is specifically requested by the remitter.

Cemetery & Public Works	
Cemetery	
Interments (No Sunday Burials)	
Opening Grave-Weekdays (Full Burial)	\$810.00
Opening Grave-Saturdays (Full Burial)	\$960.00
Opening Grave-Weekdays (Cremation)	\$540.00
Opening Grave-Saturdays (Cremation)	\$630.00
Extra Charge for Two Cremations Buried in Same Grave at One Time	\$150.00
Burials after 2:30 pm	\$200.00
Opening Grave-Weekdays-Baby Under 1 Year	\$240.00
Opening Grave-Saturdays-Baby Under 1 Year	\$360.00
Note: Before or after a holiday, when employees are not working due to the holiday, Saturday prices will apply.	
Plots	
Grave (50% Perpetual Care)	\$780.00
Grave-Single Cremation (50% Perpetual Care)	\$480.00
Grave-Double Cremation (50% Perpetual Care)	\$600.00
Columbarium	
Niche (Includes opening & inurnment) (Perpetual Care is \$400 and included in process)	\$1,440.00
	Bottom Row: \$1,200.00
2 nd Inurnment if Niche allows for two	\$180.00
Niche Door Inscriptions	Market pricing per vendor
Saturday Charge for Columbarium	\$90.00
Frost Charges (November 1 to March 15)	\$150.00
Stake Out Fee for Foundations	\$100.00
Foundation Charges	\$0.60 per sq inch
Use of Cemetery for Functions	20% of Gross Receipts
Dead Transfers	
Form 1 Living Transfer	\$150.00
Form 2 Deceased Transfer	\$250.00
Note: We do allow one full burial and one cremation in one full grave or two cremations in one full grave	
Public Works	
Construction Permit	



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Curb Cut/Driveway Approach	\$25.00
Right-of-Way Excavation	\$60.00
Storm Sewer Connection	\$25.00
Sanitary Sewer Connection	\$25.00
Special Brush, Limb, and Refuse Pick-Up	\$24.00 per 15 minutes
Dumpster Delivery	\$50.00 per dumpster
Dumpster Pick-Up	\$50.00 plus additional landfill fees