



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

Common Council Agenda
Monday, February 23, 2026 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Members:

Mayor Todd Krause, Council President Mary Jo Fesenmaier, Council Vice President Cindy Yager, Alderpersons: Sherri Ames, Linda Frame, Joel Hoiland, JaNelle Powers, Brian Smith and Cathy Stoodley

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Awards, Presentations, Proclamations, and Announcements**
- 5. Reconsider 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. City Administrator's Report**
- 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. Approve the Regular Council Minutes of February 9, 2026**
 - b. Acceptance of the Pre-Paid and Regular Check Reports**
 - c. Public Event Permit application filed by the Lake Geneva Jaycees for the Lake Geneva Jaycee Easter Egg Hunt on April 4, 2026, at Seminary Park**
 - d. Public Event Permit with Street Closure application filed by Badger High School for the Badger High School Graduation Ceremony on June 7, 2026**
 - e. Public Event Permit with Street Closure application filed by the Geneva Lake Arts Foundation for Art in the Park from August 7 to 9, 2026 at Flat Iron Park**
 - f. Public Event Permit with Street Closure application filed by the Lake Geneva Jaycees for Venetian Festival 2026 from August 17 to 24, 2026 in Flat Iron, Seminary, and Library Parks**
 - g. Fireworks Permit Application filed by the Lake Geneva Jaycees for August 23, 2026, at dusk**
 - h. Temporary Class "B" Beer / "Class C" Wine License application filed by the Lake Geneva**

Jaycees for Venetian Festival from August 17 to 24, 2026, at Flat Iron Park, Andrew Glass, Agent

- i. Public Event Permit with Street Use application filed by J3 Events, Inc for the Geneva Lake Distilling Wine Run 5k on September 7, 2026

10. Items removed from the Consent Agenda

11. Ordinances & Resolutions

- a. Resolution 26-R08: A resolution approving preliminary 2026 Sidewalk Assessments
- b. Resolution 26-R09: A resolution amending Schedule of Fees – Parking fees

12. Discussion/Action regarding approval of an Original Class "B" Beer / Above Quota "Class B" Liquor License application filed by the Geneva Area Foundation dba Horticultural Hall, 330 Broad St, Elizabeth Gallagher, Agent (*Approval recommended by FLR Committee on 02.17.26*)

13. Discussion/Action regarding city beach bracelets with QR code (*Approval recommended by PHL Committee 02.10.26*)

14. Discussion/Action regarding approval of NeoGov HRIS Software in the amount of \$74,858.55 (*Approval recommended by FLR Committee 02.17.26*)

15. Discussion/Action regarding approval of G. Moxie communications consultant for HWY 50 project (*forwarded by FLR Committee without recommendation*)

16. Discussion/Action to eliminate the Finance, Licensing, and Regulation Committee as a public body for the City of Lake Geneva

17. Mayoral Appointment

- a. Luke Pfeifer - Tourism Commission term expires May 1, 2026

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.



Memo:

To: Common Council

From: David De Angelis, City Administrator

Date: February 20, 2026

Re: Council Agenda and Updates

Please find below my comments on agenda items as well as any new information to share with the council.

AGENDA COMMENTS

14. The NeoGov HRIS software, after being reviewed alongside 3 other vendors has been selected by staff as our best solution and is being recommended for approval by FLR. Please note that with the approval of this software there will be some cost and scope reductions in the BS&A software previously approved as some of the features of this software, most notably payroll, are being replaced with the NeoGov software. These two platforms are fully integrateable.

15. The FLR Committee is sending this item without a recommendation due to a tie vote. This proposal from G. Moxie is intended to do communication preparations, coordination and assist in interaction with not only the public but also the DOT and the contractor. They have extensive experience in this type of work and understand the challenges of these types of projects and will be able to use that expertise to prepare not only communications materials and strategies but also develop and put forward a consistent message with all our partners in the communication process including Visit and the BID. We have been working together with the BID and Visit over the last several months to put together the groundwork for this work. What is needed now is to get the overall strategic communication plan together and work on branding and developing the positive messaging to not just the tourists and businesses but more importantly our residents. This project will be disruptive to everyone, and we want to make sure the messaging is uniform and complete and there are as few gaps in our messaging as possible.

The proposal in the packet includes their price estimates for the individual years' work. I am recommending that the contract for services includes these numbers as not to exceed numbers with actual billable hours for services. If more work is needed beyond those numbers an amendment of services would be required and that amendment would need to be approved by the Council.

I am recommending approval of G. Moxie as our communications consultant for the HWY 50 project with the funds coming from the HWY 50 capital line. A motion to approve should include authorizing the City Administrator to finalize and sign a contract with G. Moxie after attorney review and approval.

16. The Mayor has requested this item be placed on the agenda for discussion by the Council to consider the merits of eliminating the Finance, Licensing and Regulation Committee and having all of those review responsibilities assumed directly by the Common Council.

UPDATES:

1. Channel 25 is still in signal calibration. We have been working with our IT people to get the signal sorted out on our end now so hopefully this will get resolved soon and we can be up and running.
2. We had a public strategic planning session on Tuesday of last week and everything is moving forward. The consultant met with approximately 200 students at Badger HS last week and they also filled out the survey. There was also an introduction to Visit Lake Geneva on Tuesday where there were approximately 80 attendees and they were also encouraged to take the survey. The next round of sessions will be the week of March 9th. We should have the actual dates and times finalized next week. There is a number of new documents on the website as well under the strategic planning page.
3. Staff have been in continued discussion with the DOT regarding the project. They have confirmed the 2027 and 2028 constructions years but have not finalized the phasing as of yet. They have made request for us to consider the possibility of removing the sidewalk at the eastern end of Hillmoor and to replace it with a pathway and then carrying that all the way to Edwards Boulevard, and we are looking at that request now. They have returned to us a cost estimate of approximately \$300,000 for the upgrade to black poles at the 3 intersections in downtown as well. We will have to make the decision on moving that forward in the near future as well. The PIM is now scheduled for March 19th at 5pm in the police training room.
4. We have now hired two of our three new staff positions. Our short-term rental/code enforcer will be starting on February 24th and the assistant administrator will be starting on March 2nd. Harbormaster interviews are scheduled for the week of February 23rd.

City of Lake Geneva Common Council Minutes
Monday, February 9, 2026 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Call to Order

by Mayor Krause at 6:00 pm.

Pledge of Allegiance - Presentation of Colors by Boy Scout Troop 235

Boy Scout Troop 235 led the pledge of allegiance.

Roll Call

Present: Todd Krause, Sherri Ames, JaNelle Powers, Linda Frame, Brian Smith, Joel Hoiland (via zoom), Cathy Stoodley and Cynthia Yager. Absent: Mary Jo Fesenmaier. Others present: City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper and other interested persons.

Awards, Presentations, Proclamations, and Announcements

Mayor Krause announced the HWY 50 reconstruction will begin in February 2027.

Reconsider 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

Mary Daley and Kelley Happ spoke in regard to item 12. Spyro Condos spoke in regard to items 11 & 12.

Acknowledgement of Correspondence

Clerk Reynolds announced email correspondence received and copies are available.

City Administrator's Report

City Administrator De Angelis reported there was an equipment install for channel 25, multiple Strategic Planning sessions are upcoming, a HWY 50 construction public information meeting from the DOT will be in March and an offer was extended and accepted for the STR/Code Enforcement position.

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.

Motion by Ames to approve, second by Yager. Voice vote, approved, motion carried.

Approve the Regular Council Minutes of January 26, 2026

Agent Change for Kwik Trip, Inc. dba Kwik Trip #219, 710 Williams St to Ken Baran

Original Class "B" Beer / "Class C" Wine license application filed by Eight Maids Cheese Shop LLC dba Eight Maids Cheese Shop, 723 Williams St, Carey Fowler, Agent

Acceptance of the Pre-Paid and Regular Check Reports

Items removed from the Consent Agenda

None.

Discussion/Action regarding possible change to Bulk Pick Up to an on-call basis with Johns Disposal (recommended by PWC 01/26/2026)

Discussion took place and no action was taken.

Discussion/Action regarding pursuing the purchase of two trolleys from Jones utilizing undesignated surplus funds for the purpose of offering shuttle services during the HWY 50 reconstruction project and authorizing staff to put together an operational plan for the use of the trolleys to be approved at a later date by the Council

Administrator De Angelis reviewed various operational processes, cost estimates and potential plan for operating the trolleys. Discussion took place and Alder Yager recommended pursuing the purchase of trolleys with added

conditions. Discussion continued. Motion by Yager recommending pursuing the purchase of trolleys, putting together an operational plan by a specific date for council to review and evaluate the use of the trolleys by the end of the HWY 50 road construction, second by Smith. Voice vote, approved, motion carried.

Discussion/Action regarding Walworth County and City of Lake Geneva Intergovernmental Agreement for roadway improvements on Interchange North and Center St (*recommended by PWC 01/26/2026 and FLR 02/03/2026*)

Motion by Ames to approve, second by Yager. Voice vote, approved, motion carried.

Discussion/Action to amend the previous action taken by the Common Council on January 12, 2026 approving the precise implementation plan for Symphony Bay Subdivision Phase 8 at the Southwest corner of Townline Road and North Road, Lake Geneva Wisconsin, Tax Key No. ZYUP500003 and amend the approval by adopting the recommendations made by the Plan Commission on January 6, 2026

Motion by Hoiland to amend the previous action, second by Smith. Voice vote, approved, motion carried. Ames abstained

Discussion/Action regarding Resolution 26-R07 A resolution authorizing the approval of an Amended Planned Development - Precise Implementation Plan (PIP) application filed by Bloomfield Holdings, LLC, 875 Townline Road, Lake Geneva, WI, to allow for a single family residential development for the property located at Townline Road and North Road, Tax Key No. ZYUP 500003

Motion by Smith to approve, second by Hoiland. Voice vote, approved, motion carried. Ames abstained.

Mayoral Appointments

Reappointments for the Business Improvement District (BID) board terms expiring January 1, 2028 - Beth Tumas, Anthony Silvestri, Spyro Condos and Angela Carlson

Motion by Stoodley to approve, second by Frame. Voice vote, approved, motion carried.

Samuel Kelly - BID board term expiring January 1, 2027

Motion by Frame to approve, second by Stoodley. Voice vote, approved, motion carried.

Adjournment

Motion by Ames to adjourn, second by Stoodley. Voice vote, approved, motion carried. Adjourned at 7:22 pm.

Lacey L. Reynolds
City Clerk

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice.Batch = "PP02042026","02062026","PP12312025F","02132026"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
647 MAIN STREET LLC				
2025-3	02/06/2026	2025 SHARED REVENUE COST	42-34-50-58500 PARKING LOT REV SHARE	5,152.76
Total 647 MAIN STREET LLC:				5,152.76
ADAMS ELECTRIC INC				
227500	02/11/2026	HVAC SERVICE TECH LABOR- I	43-99-00-17010 LIBRARY CAPITAL PROJECTS	452.00
Total ADAMS ELECTRIC INC:				452.00
ALLIANT ENERGY/WPL				
JAN 2026-01	02/02/2026	GENEVA SQUARE-TRAFFIC LIG	11-34-10-52220 ELECTRICITY-FLASHERS	92.29
JAN 2026-01	02/02/2026	HAVENWOOD FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	12.93
JAN 2026-01	02/02/2026	SOUTH/WELLS FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	19.08
JAN 2026-01	02/02/2026	WELLS STREET FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	26.05
JAN 2026-01	02/02/2026	MAIN STREET LIGHTS	11-34-10-52230 STREET LIGHTS ELECTRICITY	366.52
JAN 2026-01	02/02/2026	1055 CAREY	11-32-10-52220 ST DEPT BLDG ELECTRICITY	226.70
JAN 2026-01	02/02/2026	BROAD ST TRAFFIC SIGNAL	11-34-10-52230 STREET LIGHTS ELECTRICITY	152.26
JAN 2026-01	02/02/2026	HWY 50/HWY 12 FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	17.13
JAN 2026-01	02/02/2026	WEST COOK SIREN	11-29-00-52220 SIRENS ELECTRICTY	26.05
JAN 2026-01	02/02/2026	RIVIERA ELECTRIC	40-55-30-52220 PIER ELECTRIC	5,427.72
JAN 2026-01	02/02/2026	BEACH HOUSE	40-54-10-52220 BEACH ELECTRIC	390.86
JAN 2026-01	02/02/2026	INTERCHANGE N TRAFFIC SIG	11-34-10-52230 STREET LIGHTS ELECTRICITY	86.90
JAN 2026-01	02/02/2026	HWY 120/BLOOMFIELD RD TRA	11-34-10-52230 STREET LIGHTS ELECTRICITY	121.88
JAN 2026-01	02/02/2026	LIBRARY PARK OUTSIDE	11-52-00-52220 PARKS ELECTRICITY	35.14
JAN 2026-01	02/02/2026	EDWARDS BLVD/WALMART TR	11-34-10-52230 STREET LIGHTS ELECTRICITY	123.99
JAN 2026-01	02/02/2026	HAVENWOOD DR/MAIN STREE	11-34-10-52230 STREET LIGHTS ELECTRICITY	121.34
JAN 2026-01	02/02/2026	SAGE ST/DUNN SIREN	11-29-00-52220 SIRENS ELECTRICTY	6.50
JAN 2026-01	02/02/2026	STREET LIGHTS MS-2 LIGHTIN	11-34-10-52230 STREET LIGHTS ELECTRICITY	336.86
JAN 2026-01	02/02/2026	DUNN FIELD	11-52-00-59220 DUNN FIELD ELECTRIC	319.14
JAN 2026-01	02/02/2026	SNAKE RD/HWY 50 FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	17.13
JAN 2026-01	02/02/2026	VETS PARK/TOWNLINE RD	11-52-01-52220 VETS PARKS ELECTRICITY	369.13
JAN 2026-01	02/02/2026	1067 CAREY-STORAGE BUILDI	11-21-00-52220 POLICE IMPOUND BLDG ELECTRIC	33.54
JAN 2026-01	02/02/2026	1067 CAREY-STORAGE BUILDI	11-22-00-52220 FIREHOUSE ELECTRICITY	33.54
JAN 2026-01	02/02/2026	N BLOOMFIELD RD & HARMON	11-34-10-52230 STREET LIGHTS ELECTRICITY	5.46
JAN 2026-01	02/02/2026	MUSEUM-256 MILLS STREET	11-51-10-52220 MUSEUM-ELECTRICITY	1,010.31
JAN 2026-01	02/02/2026	WELLS STREET FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	16.55
JAN 2026-01	02/02/2026	HOST DRIVE WATER TOWER	11-22-00-52220 FIREHOUSE ELECTRICITY	365.05
JAN 2026-01	02/02/2026	LIBRARY-918 MAIN STREET	99-00-00-52220 LIBRARY UTILITIES	1,597.21
JAN 2026-01	02/02/2026	LOT LITE-GENEVA ST	11-34-10-52230 STREET LIGHTS ELECTRICITY	345.07
JAN 2026-01	02/02/2026	WELLS STREET LIGHT	11-34-10-52220 ELECTRICITY-FLASHERS	109.33
JAN 2026-01	02/02/2026	FLAT IRON PARK-WRIGLEY DR	11-52-00-52220 PARKS ELECTRICITY	512.88
JAN 2026-01	02/02/2026	W HWY 50 BLOCK FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	17.13
JAN 2026-01	02/02/2026	LIBRARY PARK RESTROOM	11-52-00-52220 PARKS ELECTRICITY	345.63
JAN 2026-01	02/02/2026	724 WILLIAMS STREET	11-34-10-52230 STREET LIGHTS ELECTRICITY	63.50
JAN 2026-01	02/02/2026	S LAKE SHORE DRIVE FLASHE	11-34-10-52220 ELECTRICITY-FLASHERS	13.36
JAN 2026-01	02/02/2026	S LAKE SHORE DRIVE	11-52-00-52220 PARKS ELECTRICITY	38.50
JAN 2026-01	02/02/2026	COOK ST/HWY 50 TRAFFIC SIG	11-34-10-52230 STREET LIGHTS ELECTRICITY	59.35
JAN 2026-01	02/02/2026	OAK HILL CEMETERY	48-00-00-52220 CEM ELECTRICITY EXP	230.27
JAN 2026-01	02/02/2026	SIREN-730 MARSHALL STREET	11-29-00-52220 SIRENS ELECTRICTY	38.66
JAN 2026-01	02/02/2026	TENNIS COURTS	11-52-00-52220 PARKS ELECTRICITY	24.93

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
JAN 2026-01	02/02/2026	OAK HILL CEMETERY	48-00-00-52220 CEM ELECTRICITY EXP	44.82
JAN 2026-01	02/02/2026	389 EDWARDS TRAFFIC LIGHT	11-34-10-52230 STREET LIGHTS ELECTRICITY	145.40
JAN 2026-01	02/02/2026	HWY 50/HWY 12 STOP LIGHT	11-34-10-52220 ELECTRICITY-FLASHERS	64.81
JAN 2026-01	02/02/2026	RUSHWOOD PARK	11-52-00-52220 PARKS ELECTRICITY	40.05
JAN 2026-01	02/02/2026	700 GENEVA STREET PARKING	11-34-10-52230 STREET LIGHTS ELECTRICITY	399.13
JAN 2026-01	02/02/2026	1065 CAREY ST	11-32-10-52220 ST DEPT BLDG ELECTRICITY	576.90
JAN 2026-01	02/02/2026	STREET LIGHTS	11-34-10-52230 STREET LIGHTS ELECTRICITY	7,778.44
JAN 2026-01	02/02/2026	VETS PARK SCOREBOARD	11-52-01-52220 VETS PARKS ELECTRICITY	205.29
JAN 2026-01	02/02/2026	BAKER/SEMINARY RESTROOM	11-52-00-52220 PARKS ELECTRICITY	32.21
JAN 2026-01	02/02/2026	HWY 50 TRAFFIC LIGHT	11-34-10-52230 STREET LIGHTS ELECTRICITY	112.81
JAN 2026-01	02/02/2026	GEORGE STREET FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	13.36
JAN 2026-01	02/02/2026	1070 CAREY ST	11-32-10-52220 ST DEPT BLDG ELECTRICITY	238.71
JAN 2026-01	02/02/2026	FLAT IRON PARK-WRIGLEY DR	11-52-00-52220 PARKS ELECTRICITY	24.93
JAN 2026-01	02/02/2026	DODGE STREET FLASHER	11-34-10-52220 ELECTRICITY-FLASHERS	13.36
JAN 2026-01	02/02/2026	IMPOUND-1070 CAREY ST	11-21-00-52220 POLICE IMPOUND BLDG ELECTRIC	42.97
JAN 2026-01	02/02/2026	FIRE HOUSE-730 MARSHALL	11-22-00-52220 FIREHOUSE ELECTRICITY	1,330.92
JAN 2026-01	02/02/2026	HWY 120/TOWNLINE RD STOP	11-34-10-52220 ELECTRICITY-FLASHERS	69.98
JAN 2026-01	02/02/2026	CITY HALL	11-16-10-52220 CITY HALL ELECTRICITY	1,546.86
JAN 2026-01	02/02/2026	VETS PARK PAVILION	11-52-01-52220 VETS PARKS ELECTRICITY	260.43
JAN 2026-01	02/02/2026	DONIAN PK	11-52-00-52220 PARKS ELECTRICITY	232.03
JAN 2026-01	02/02/2026	COBB PARK	11-52-00-52220 PARKS ELECTRICITY	28.84
Total ALLIANT ENERGY/WPL:				26,358.12
AT&T MOBILITY				
287357916615	01/27/2026	CITY HALL-HOT SPOT- .45	11-16-10-52210 CITY HALL TELEPHONE	35.66
287357916615	01/27/2026	POLICE MAIN-HOT SPOT .45	11-21-00-52210 PD TELEPHONE EXPENSE	35.66
287357916615	01/27/2026	COURT MAIN-HOT SPOT .05	11-12-00-52210 MUNICIPAL CT TELEPHONE	3.96
287357916615	01/27/2026	METER-HOT SPOT- .05	42-34-50-52210 TELEPHONE EXPENSE	3.96
Total AT&T MOBILITY:				79.24
CULLIGAN OF BURLINGTON				
417947	01/27/2026	SOLAR SALT JAN 2026	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	195.50
500X03395403	01/31/2026	5 GALLON WATER/ BOTTLE DE	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	80.00
500X03395502	01/31/2026	WATER EQUIP RENTAL-JAN 26	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	5.70
500X03395601	01/31/2026	5 GALLON WATER-JAN26	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	80.00
500X03395700	01/31/2026	WATER RENTAL EQUIP. FEB 20	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	9.00
500X03395809	01/31/2026	DRINKING WATER RENTAL-FEB	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	48.00
Total CULLIGAN OF BURLINGTON:				418.20
DE LAGE LANDEN FINANCIAL SERVICES INC				
37059329	02/03/2026	FINAL BILL	11-22-00-53400 OPERATING SUPPLIES	291.81
Total DE LAGE LANDEN FINANCIAL SERVICES INC:				291.81
FERGER-OLSEN, LIZ				
2/9/26	02/09/2026	FERGER-PAID OUT OF POCKET	11-22-00-53410 FD FUEL EXPENSE	30.00
Total FERGER-OLSEN, LIZ:				30.00
FESENMAIER, MARY JO				
WINTERFEST-	02/03/2026	CHECK REIMB FOR SCULPTOR	11-14-10-53990 MAYOR MISC EXPENSE	159.76
Total FESENMAIER, MARY JO:				159.76

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
GENEVA LAKES CARPET CLEANING				
2600	02/02/2026	CARPET CLEANING-FEB2026	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	150.00
Total GENEVA LAKES CARPET CLEANING:				150.00
GLEN FERN CONSTRUCTION LLC				
24657000	12/19/2025	PROJECT 24657000-1	43-99-00-17010 LIBRARY CAPITAL PROJECTS	61,022.85
Total GLEN FERN CONSTRUCTION LLC:				61,022.85
GREAT AMERICA FINANCIAL SERVICES CORP				
41139307	01/28/2026	COPIER FEB 2026	11-13-00-53100 CITY ATTORNEY OFFICE SUPPLIES	73.85
Total GREAT AMERICA FINANCIAL SERVICES CORP:				73.85
HOGAN ENVIRONMENTAL CLEANING LLC				
2941	02/11/2026	HVAC-ASBESTOS REMOVAL	43-99-00-17010 LIBRARY CAPITAL PROJECTS	20,425.00
Total HOGAN ENVIRONMENTAL CLEANING LLC:				20,425.00
IMPACT ACQUISITIONS LLC				
3667188	02/02/2026	COPIER CONTRACT-11/1/25-1/3	11-22-00-53400 OPERATING SUPPLIES	39.03
Total IMPACT ACQUISITIONS LLC:				39.03
INLAND COMMERCIAL REAL ESTATE SVC LLC				
2025-1	02/06/2026	2025 SHARED REVENUE COST	42-34-50-58500 PARKING LOT REV SHARE	25,197.73
Total INLAND COMMERCIAL REAL ESTATE SVC LLC:				25,197.73
INTERSPIRO INC				
112944	01/27/2026	DIVE EQUIPMENT TESTING	11-22-00-58200 STATE MANDATED EQUIP TESTING	3,062.10
Total INTERSPIRO INC:				3,062.10
JOHN PETERS				
02/11/26	02/11/2026	PER DIEM-WSFCA CONF 2/26-2/	11-22-00-51440 FD TRAVEL/MEAL EXPENSES	170.00
Total JOHN PETERS:				170.00
KOMPAN INC				
25.0257.09	12/22/2025	PLAYGROUND EQUIP (VETS PA	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	240,204.70
Total KOMPAN INC:				240,204.70
L.A. DUESTERBECK & ASSOCIATES INC				
25A-293	11/19/2025	APPRAISAL ON FOUR PARCEL	11-10-00-51500 OTHER PROFESSIONAL SERVICES	3,500.00
Total L.A. DUESTERBECK & ASSOCIATES INC:				3,500.00
MUEDINI, SUZANNE				
01/30/26	01/30/2026	MEAL REIMB-CONF 02/08-02/10/	11-21-00-53310 PD MEALS & LODGING	56.00
Total MUEDINI, SUZANNE:				56.00
MUTUAL OF OMAHA				
002029067973	01/20/2026	LTD FEB 2026	11-00-00-21555 LT DISABILITY INS PAYABLE	2,264.65

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
002029067973	01/20/2026	STD FEB 2026	11-00-00-21562 ST DISABILITY DEDUCTIONS	1,823.66
002029067973	01/20/2026	ACC FEB 2026	11-00-00-21564 ACCID INS DEDUCTIONS	607.48
Total MUTUAL OF OMAHA:				4,695.79
NEW EARTH STRATEGIES LLC				
02/15/26	02/15/2026	BI-WEEKLY-HILMOOR COORDI	11-62-01-59900 OTHER PROFESSIONAL SERVICES	1,500.00
Total NEW EARTH STRATEGIES LLC:				1,500.00
REEVES, TAYLOR				
02/10/26	02/10/2026	REIMB-GTC APPARATUS DRIVE	11-22-00-54100 FIRE TRAINING PAY	140.90
Total REEVES, TAYLOR:				140.90
REGISTRATION FEE TRUST				
02/05/26	02/05/2026	VIN#1FM5K8AB3TGA61672 203-	11-21-00-53610 PD EQUIP MAINT SERV COSTS	219.50
02/05/26	02/05/2026	VIN#1FM5K8AB6TGA61746 207-	11-21-00-53610 PD EQUIP MAINT SERV COSTS	219.50
Total REGISTRATION FEE TRUST:				439.00
RHYME BUSINESS PRODUCTS				
41165506	02/02/2026	COPIER-FEB 2026	11-22-00-53400 OPERATING SUPPLIES	263.61
Total RHYME BUSINESS PRODUCTS:				263.61
RODRIGUEZ, XENIA				
01/30/26	01/30/2026	MEALS REIMB-CONF 02/08-02/1	11-21-00-53310 PD MEALS & LODGING	56.00
Total RODRIGUEZ, XENIA:				56.00
SARLES, EMILY				
01/30/26	01/30/2026	MEALS REIMB-CONF 02/08-02/1	11-21-00-53310 PD MEALS & LODGING	56.00
Total SARLES, EMILY:				56.00
SECURIAN FINANCIAL GROUP INC				
MARCH-LIFE2	02/12/2026	MARCH 2026	11-10-00-51330 LIFE INSURANCE POLICY FEES	275.92
MARCH-LIFE2	02/12/2026	MARCH 2026	11-00-00-21340 LIFE INSURANCE DEDUCTION	3,582.70
Total SECURIAN FINANCIAL GROUP INC:				3,858.62
UNIFORM SHOP, THE				
5818	02/18/2025	NELSON	11-21-00-51380 PD UNIFORM ALLOWANCE	122.75
Total UNIFORM SHOP, THE:				122.75
VENTURE INVESTMENT PARTNERSHIP				
2025-2	02/06/2026	2025 SHARED REVENUE COST	42-34-50-58500 PARKING LOT REV SHARE	3,098.58
Total VENTURE INVESTMENT PARTNERSHIP:				3,098.58
VERIZON WIRELESS				
6134362273	01/23/2026	PHONE - JAN26	11-22-00-52210 FIRE TELEPHONE EXPENSE	38.01
Total VERIZON WIRELESS:				38.01

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
WISCONSIN ALLIANCE OF CEMETERIES				
2/10/26	02/10/2026	2026 CEMETERY DUES	48-00-00-53200 CEM MEMBERSHIP DUES	216.00
Total WISCONSIN ALLIANCE OF CEMETERIES:				216.00
Grand Totals:				401,328.41

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice.Batch = "PP02042026","02062026","PP12312025F","02132026"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "02182026","02182026A","12312025E","12312025F"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
BATZNER PEST CONTROL				
90433544	01/28/2026	PEST CONTROL	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	188.91
90437296	01/28/2026	PEST CONTROL-JAN 2026	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	97.25
Total BATZNER PEST CONTROL:				286.16
BOTTS WELDING				
713351	01/28/2026	PROTECTION VALVE	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	19.67
Total BOTTS WELDING:				19.67
BS&A SOFTWARE LLC				
INV-1457	01/29/2026	ACCOUNTING SOFTWARE REP	50-00-00-58000 MISC/COMP EQUIP PURCHASES	63,525.00
Total BS&A SOFTWARE LLC:				63,525.00
BUMPER TO BUMPER				
662-508945	01/29/2026	WASHER FLUID	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	24.90
662-509105	02/03/2026	WIRE ACCESORIES	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	18.98
Total BUMPER TO BUMPER:				43.88
CARLSON RACINE ROOFING & SHEET METAL INC				
33715	02/09/2026	FINAL PYMNT- ROOF PROJECT	43-51-00-17010 MUSEUM CAPITAL PROJECTS	7,799.00
Total CARLSON RACINE ROOFING & SHEET METAL INC:				7,799.00
CINTAS				
5315952704	02/02/2026	FIRST AID SUPPLIES	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	127.68
Total CINTAS:				127.68
CIVICPLUS LLC				
115414	07/24/2025	GUARDIAN SECURITY REFUND	11-14-30-53820 LICENSE/SUPPORT EXPENSE	243.42-
115802	08/31/2025	RFND-VID MIGR PRJCT	11-14-30-53820 LICENSE/SUPPORT EXPENSE	3,000.00-
354754	01/01/2026	2026 WEBSITE	11-14-30-53820 LICENSE/SUPPORT EXPENSE	7,197.21
355108	01/01/2026	2026 CIVICOPTIMIZE	11-14-30-53820 LICENSE/SUPPORT EXPENSE	7,693.65
355148	01/01/2026	2026 CIVICCLERK	11-14-30-53820 LICENSE/SUPPORT EXPENSE	12,026.00
Total CIVICPLUS LLC:				23,673.44
COLUMN SOFTWARE PBC				
C2330076-010	01/07/2026	BID NOTICE FOR CEMETERY S	43-48-00-17010 CEMETERY CAPITAL PROJECTS	169.44
C2330076-011	01/15/2026	ORD 26-01	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	22.68
C2330076-011	01/15/2026	CC MIN 12.08.2025	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	156.79
C2330076-011	01/27/2026	CC MIN 01.12.26	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	235.68
C2330076-011	01/27/2026	CC MIN 12.22.25	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	44.38
C2330076-011	01/28/2026	COLUMBARIUM NOTICE- COLU	43-48-00-17010 CEMETERY CAPITAL PROJECTS	162.38
C2330076-011	01/30/2026	EIGHT MAIDS BEER WINE	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	23.67

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total COLUMN SOFTWARE PBC:				815.02
CONSERV FS INC				
60078145	01/23/2026	SALT	11-32-12-53400 OPERATING SUPPLIES-SNOW & ICE	665.00
Total CONSERV FS INC:				665.00
DEKIND COMPUTER CONSULTANTS				
44279	02/02/2026	IT SVC-MAR 2026	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	6,347.00
Total DEKIND COMPUTER CONSULTANTS:				6,347.00
DOUSMAN TRANSPORT CO				
45-002416	03/03/2025	SHUTTLE-WINTERFEST 2025	42-34-50-53990 PARKING MISC EXPENSES	3,279.97
45-609	08/18/2025	SHUTTLE-AIP 2025	42-34-50-53990 PARKING MISC EXPENSES	3,800.00
Total DOUSMAN TRANSPORT CO:				7,079.97
DUNN LUMBER				
2294361	01/27/2026	TIE DOWN	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	29.99
2294423	01/27/2026	LIQUID DETERGENT, PICKLING	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	81.45
2295311	01/28/2026	HINGE FR	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	4.99
2296023	01/29/2026	SPRAY PAINT LOCKER ROOM	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	75.90
2296219	01/29/2026	NUTS AND BOLTS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	22.94
2296950	01/30/2026	PROPANE	11-32-10-53700 ROAD MAINTENANCE SUPPLIES	23.99
2296970	01/30/2026	CAP, PIPE	11-32-12-53510 EQUIP MAINT SUPPL-SNOW & ICE	14.76
2300072	02/03/2026	SOCKET 10 MM , NUTS AND BO	11-32-10-53990 ST DEPT MISCELLANEOUS EXP	8.05
2300723	02/04/2026	100 OCK 22 YELLOW LOADS, F	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	43.98
2301284	02/04/2026	GALV PIPE STRAP	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	6.49
2302425	02/05/2026	SPRAY PAINT	11-32-10-53500 BLDG MAINT SUPPLIES-STR DEPT	15.18
2302929	02/06/2026	SALT,CLEANING SUPPLIES	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	51.14
2304901	02/09/2026	5PC ARTIST BRUSH	11-52-01-53400 VETS PARK OPERATING SUPPLIES	7.99
2305553	02/10/2026	NUTS & BOLTS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	1.89
2305579	02/10/2026	SANDPAPER ASSORTED GRIT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	4.79
2306976	02/11/2026	SOCKETS	11-32-13-54300 TREE, BRUSH & COMPOST OPER SUP	21.98
2306976	02/11/2026	BATTERIES, NUTS AND BOLTS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	64.03
235853	01/27/2026	TIE DOWN	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	29.99-
Total DUNN LUMBER:				449.55
ENTRANCE SYSTEMS LLC				
62741	01/20/2026	DPW GATE 2 REPAIR	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	289.64
Total ENTRANCE SYSTEMS LLC:				289.64
FORWARD TS LTD				
AR275194	02/10/2026	SHARP CONTRACT- JAN 2026	11-13-00-53100 CITY ATTORNEY OFFICE SUPPLIES	14.00
Total FORWARD TS LTD:				14.00
GAPPA SECURITY SOLUTIONS				
33107	01/20/2026	DEADBOLT, LATCH	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	857.40
Total GAPPA SECURITY SOLUTIONS:				857.40

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
GILLUND ENTERPRISES				
906625	01/19/2026	SPRAY LUBRICANT/ CHAIN LUB	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	417.60
Total GILLUND ENTERPRISES:				417.60
GORDON FLESCH CO INC				
IN15492863	02/05/2026	COPIER LEASE- JAN 2026	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	159.29
Total GORDON FLESCH CO INC:				159.29
HEIN ELECTRIC SUPPLY COMPANY				
S100382285.0	02/05/2026	DUCT SEAL, DEMO DRIVER	11-34-10-52610 STREET LIGHTS REPAIRS	64.65
Total HEIN ELECTRIC SUPPLY COMPANY:				64.65
HEYER TRUE VALUE				
391283	02/10/2026	NUTS AND BOLTS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	26.32
Total HEYER TRUE VALUE:				26.32
HORN, MATTHEW B				
BM500676-1	01/29/2026	HORN_BM500676-1	11-12-00-45100 COURT PENALTIES & FINES	124.00
Total HORN, MATTHEW B:				124.00
INGRAM BOOK COMPANY				
92146459	11/21/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	20.70
92146459	11/21/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.26
92146460	11/21/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	34.50
92146460	11/21/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.26
92146461	11/21/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	11.57
92146461	11/21/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
92375107	12/01/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	34.93
92375107	12/01/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.26
92375108	12/01/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	19.06
92375108	12/01/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
92375109	12/01/2025	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	67.39
92375109	12/01/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	6.52
92375110	12/01/2025	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	68.50
92375110	12/01/2025	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.78
93149214	12/24/2025	ADULT BOOKS- CREDIT	99-00-00-54100 LIBRARY ADULT MATERIALS	7.17-
93884456	01/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	68.71
93884456	01/21/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	4.89
93884457	01/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	27.99
93884457	01/21/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
93901794	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	15.48
93901794	01/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
93901795	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	53.57
93901795	01/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.26
93901796	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.59
93901796	01/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
93901797	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	57.89
93901797	01/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	6.52
93901798	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	261.73
93901798	01/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	22.82
93901799	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	99.95
93901799	01/22/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	6.52

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
93901800	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	64.79
93901800	01/22/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.26
93920155	01/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	44.09
93920155	01/22/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.26
94134731	02/02/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	96.26
94134731	02/02/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.78
94134732	02/02/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	28.81
94134732	02/02/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94134733	02/02/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.17
94134733	02/02/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94134734	02/02/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	14.10
94134734	02/02/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94134735	02/02/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	137.30
94134735	02/02/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	13.04
94134736	02/02/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.80
94134736	02/02/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94186540	02/03/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.50
94186540	02/03/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94274597	02/05/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	17.35
94274597	02/05/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94274598	02/05/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	14.52
94274598	02/05/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94274599	02/05/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	28.25
94274599	02/05/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94274600	02/05/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	185.73
94274600	02/05/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	13.04
94274601	02/05/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	34.19
94274601	02/05/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94331204	02/09/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	45.64
94331204	02/09/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	4.89
94358801	02/09/2026	ADULT BOOKS- CREDIT	99-00-00-54100 LIBRARY ADULT MATERIALS	45.81-
94372779	02/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	123.78
94372779	02/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	13.04
94372780	02/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	40.59
94372780	02/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.26
94372781	02/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.63
94372781	02/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94372782	02/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	15.46
94372782	02/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94372783	02/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	20.49
94372783	02/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
94372784	02/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	217.09
94372784	02/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	21.19
94391698	02/10/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	19.44
94391698	02/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.63
Total INGRAM BOOK COMPANY:				2,206.75
ITU ABSORBTECH INC				
8666613	01/16/2026	MAT SERVICE-RIV	40-55-10-53600 UPPER RIVIERA MAINTENANCE	113.03
8674137	01/30/2026	MAT SERVICE	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	139.30
8674138	01/30/2026	MAT SERVICE- FEB 2026	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	202.57
Total ITU ABSORBTECH INC:				454.90
IWORQ SYSTEMS INC				
215144	02/02/2026	IWORQ SUPPORT 3/26-3/27	11-24-00-54500 COMPUTER IT SVC & EQUIPMENT	4,575.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total IWORQ SYSTEMS INC:				4,575.00
JERRY WILLKOMM INC				
324242	01/30/2026	1755.00 GAL GAS	11-32-10-53410 VEHICLE-FUEL & OIL	4,649.00
435645	02/04/2026	OIL BULK	11-32-10-53410 VEHICLE-FUEL & OIL	585.20
Total JERRY WILLKOMM INC:				5,234.20
JOHNS DISPOSAL SERVICE				
2022288	02/05/2026	GARBAGE-SVC FEB 2026	11-36-00-52940 SOLID WASTE-RESIDENTIAL	41,912.64
2022288	02/05/2026	RECYCLE-SVC FEB 2026	11-36-00-52970 SOLID WASTE-RECYCLING	22,989.12
Total JOHNS DISPOSAL SERVICE:				64,901.76
JOHNSON CONTROLS FIRE PROTECTION LP				
25213099	02/02/2026	RIVIERA FIRE / SPRINKLER AN	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	3,489.54
Total JOHNSON CONTROLS FIRE PROTECTION LP:				3,489.54
KANOPY INC				
KDEP-25345	01/22/2026	KANOPY STREAMING FOR PAT	99-00-00-54100 LIBRARY ADULT MATERIALS	4,000.00
Total KANOPY INC:				4,000.00
KAPUR & ASSOCIATES INC				
137957	01/27/2026	VISTAS SHODEEN	11-00-00-13910 A/R BILL OUTS	570.50
137958	01/27/2026	SYMPHONY BAY PH 7	11-00-00-13910 A/R BILL OUTS	367.40
137959	01/27/2026	STONE RIDGE PH 3	11-00-00-13910 A/R BILL OUTS	540.00
137960	01/27/2026	INTERCHANGE NORTH/CENTE	43-32-10-17010 STREET IMP PROGRAM	649.50
137961	01/27/2026	COVENANT HABOR	11-00-00-13910 A/R BILL OUTS	244.50
137962	01/27/2026	BASKETBALL AND TENNIS UPD	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	135.00
137963	01/27/2026	PSE 02- STREET IMP PROGRA	43-32-10-17010 STREET IMP PROGRAM	733.50
137964	01/27/2026	PHSE 3-STREET IMP PROGRA	43-32-10-17010 STREET IMP PROGRAM	3,645.00
137966	01/27/2026	OAK HILL CEM ROADS REPAIR	43-48-00-17010 CEMETERY CAPITAL PROJECTS	3,744.50
137967	01/27/2026	HWY 120-TOWNLINE EDWARDS	43-32-10-17010 STREET IMP PROGRAM	529.50
137968	01/27/2026	TOWN BANK PARCEL PARKING	11-30-00-52160 CITY ENGINEERING FEES	4,959.00
137969	01/27/2026	STORM SEWER MODELING	11-30-00-52160 CITY ENGINEERING FEES	3,729.00
137970	01/27/2026	SYMPHONY BAY PH 8	11-00-00-13910 A/R BILL OUTS	525.00
137971	01/27/2026	NORTH & CENTER ST PARKING	11-00-00-13910 A/R BILL OUTS	81.50
137972	01/27/2026	PROPERTY DOCS-GIS	11-30-00-52160 CITY ENGINEERING FEES	56.50
137973	01/27/2026	BRICK MAPPING SURVEY	11-30-00-52160 CITY ENGINEERING FEES	5,493.00
137975	01/27/2025	2026 STREET PROGRAM	43-32-10-17010 STREET IMP PROGRAM	14,645.00
Total KAPUR & ASSOCIATES INC:				40,648.40
LAKE GENEVA UTILITY				
600 N EDWAR	01/30/2026	600 N EDWARDS BLVD	45-00-00-24530 SEWER IMPACT FEES	16,822.30
600 N EDWAR	01/30/2026	600 N EDWARDS BLVD	45-00-00-24520 WATER IMPACT FEES	10,373.00
CULVERTS-RE	02/02/2026	REIMBURSEMENT FOR CITY'S	43-32-10-17020 DPW CAPITAL PROJECTS	28,900.00
Total LAKE GENEVA UTILITY:				56,095.30
MIDWEST TAPE LLC				
508318506	01/22/2026	ADULT AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	206.96
508318506	01/22/2026	AUDIO BOOKS/ PROCESSING C	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	7.96
508360424	01/26/2026	ADULT AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	129.58

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
508376868	01/30/2026	ADULT AUDIO BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	325.55
508397426	02/03/2026	ADULT AUDIO BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	76.98
508397426	02/03/2026	AUDIO BOOKS PROCESSING	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
508403348	02/05/2026	ADULT AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	182.37
Total MIDWEST TAPE LLC:				933.38
MILLER-BRADFORD & RISBERG INC				
p5276002	01/27/2026	POTENTIOMETER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	197.90
W1609802	01/30/2026	WHEEL LOADER HEAT REPAIR	11-52-00-52500 EQUIPMENT REPAIR SERVICES	1,384.16
Total MILLER-BRADFORD & RISBERG INC:				1,582.06
MUNICIPAL CODE ENFORCEMENT LLC				
1779	02/01/2026	JAN 2026-CODE ENFORCE	11-24-00-52500 ZONING CODE ENFORCEMENT	10,803.39
Total MUNICIPAL CODE ENFORCEMENT LLC:				10,803.39
NAPA AUTO PARTS				
389157	01/23/2026	CORE & DEPOSIT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	140.62
389644	01/29/2026	OIL FILTER	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	18.26
390021	02/03/2026	CORE & DEPOSIT, FILTER,BAT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	563.91
390041	02/03/2026	ENGINE OIL FILTERS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	192.40
390130	02/04/2026	OIL	11-32-10-53410 VEHICLE-FUEL & OIL	55.96
390131	02/04/2026	OIL FILTER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	36.52
390658	02/10/2026	HOSE FITTINGS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	89.72
390688	02/10/2026	BLOWER MOTOR RESISTOR, IN	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	34.42
390737	02/11/2026	CORE DEPOSIT CREDIT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	18.00-
390739	02/11/2026	CORE & DEPOSIT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	469.26
390741	02/11/2026	CORE & DEPOSIT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	99.00-
Total NAPA AUTO PARTS:				1,484.07
OFFICE PRO INC				
757500-0	02/04/2026	TOWEL ROLLS, TISSUES, TRAS	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	242.75
Total OFFICE PRO INC:				242.75
OPN INC				
24657000-8	01/31/2026	PRGM RM STDY SVCS THRU 1/	43-99-00-17010 LIBRARY CAPITAL PROJECTS	3,771.01
Total OPN INC:				3,771.01
PARK PACIFIC INC				
025626	01/24/2026	BENCH DONATION	11-32-10-57360 DONATION PURCHASES	4,065.00
Total PARK PACIFIC INC:				4,065.00
PETE'S TIRE SERVICE				
16011	01/30/2026	TIRE- ALANS TRUCK	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	2,398.00
16141	02/09/2026	TIRES	11-52-00-52500 EQUIPMENT REPAIR SERVICES	795.00
Total PETE'S TIRE SERVICE:				3,193.00
PFI FASHIONS INC				
120136	01/27/2026	2026 JACKETS AND PATCH	42-34-50-51380 PARKING UNIFORMS	346.84
120189	01/21/2026	BEANIE PE	42-34-50-51380 PARKING UNIFORMS	72.90

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
120245	01/27/2026	PRKG UNIFORMS -NIKE POLO ,	42-34-50-51380 PARKING UNIFORMS	227.59
120300	02/04/2026	UNIFORM POLOS / PULLOVERS	11-32-10-51380 ST DEPT UNIFORM ALLOW	518.56
Total PFI FASHIONS INC:				1,165.89
PITNEY BOWES GLOBAL LEASE				
3322019369	01/30/2026	POSTAGE LEASE-DEC2025-MA	11-16-10-55320 CH POSTAGE METER RENT & EXP	543.15
Total PITNEY BOWES GLOBAL LEASE:				543.15
QUILL LLC				
47180225	01/02/2026	PAPER TOWELS, SOAP, TISSUE	99-00-00-53500 LIBRARY MAINT SUPPLIES	434.77
Total QUILL LLC:				434.77
R.N.O.W. INC				
2026-78282	02/04/2026	PUMP,12VDC	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	970.13
Total R.N.O.W. INC:				970.13
RHYME BUSINESS PRODUCTS				
40982596	01/07/2026	KYOCERA TASKALFA508CI JAN	11-12-00-53610 EQUIPMENT MAINT SERVICE COSTS	159.02
41188947	02/03/2026	SHARP-JAN 2026	11-16-10-55310 CH OFFICE EQUIPMENT CONTRACTS	425.05
41234692	02/06/2026	PRINTER SUB	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	206.18
Total RHYME BUSINESS PRODUCTS:				790.25
ROTE OIL LTD				
19367	01/22/2026	452.0 ON RD	11-32-10-53410 VEHICLE-FUEL & OIL	1,362.78
19996	01/29/2026	332.0 GALS ON RD	11-32-10-53410 VEHICLE-FUEL & OIL	1,067.38
Total ROTE OIL LTD:				2,430.16
SAFEBUILT LLC				
3237316	01/31/2026	BLDG INSP/PLAN REVIEWS-JA	11-24-00-52190 CONTRACT BUILDING INSPECTOR	11,362.45
Total SAFEBUILT LLC:				11,362.45
SOUTHERN LAKES PLUMBING & HEATING INC				
P1007234	12/16/2025	HVAC SYSTEM	43-99-00-17010 LIBRARY CAPITAL PROJECTS	14,700.00
Total SOUTHERN LAKES PLUMBING & HEATING INC:				14,700.00
STATE OF WISCONSIN				
64-246 01/26	02/05/2026	COURT FINES-JAN 2026	11-12-00-24240 COURT FINES-STATE	4,496.44
Total STATE OF WISCONSIN:				4,496.44
T2 SYSTEMS INC				
UPS00056821	01/30/2026	AUTO OWNER LOOKUPS- DEC2	42-34-50-54500 SUPPORT CONTRACTS	5.00
UPSHW00034	01/31/2026	SAMSUNG S23 ULTRA	42-34-50-53400 OPERATING SUPPLIES-ENFORCEMEN	1,413.08
Total T2 SYSTEMS INC:				1,418.08
TITAN PUBLIC SAFETY SOLUTIONS				
6202	01/26/2026	TIPSS LICENSE #3	11-12-00-53610 EQUIPMENT MAINT SERVICE COSTS	3,288.00
6202	01/26/2026	TIPSS LICENSE #3 ANNUAL SU	11-12-00-53610 EQUIPMENT MAINT SERVICE COSTS	753.50

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total TITAN PUBLIC SAFETY SOLUTIONS:				4,041.50
TOTAL PARKING SOLUTIONS INC				
107731	02/02/2026	I MONTH WEB OFFICE-MARCH2	42-34-50-54500 SUPPORT CONTRACTS	3,640.00
TOTAL PARKING SOLUTIONS INC:				3,640.00
UNIQUE MANAGEMENT SERVICES INC				
6150978	02/01/2026	PLACEMENTS -JANUARY 2026	99-00-00-55110 CIRCULATION SUPPLIES & SERVICE	103.00
Total UNIQUE MANAGEMENT SERVICES INC:				103.00
UPLAND DESIGN LTD				
25-1403-02	02/04/2026	HILLMOOR ZONE 1 DESIGN (KN	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	27,599.38
Total UPLAND DESIGN LTD:				27,599.38
VANDEWALLE & ASSOCIATES INC				
202601047	01/20/2026	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	749.60
Total VANDEWALLE & ASSOCIATES INC:				749.60
WALT'S PETROLEUM SERVICE INC				
160863	01/27/2026	GAS PUMPS REPAIR	11-32-10-53410 VEHICLE-FUEL & OIL	3,511.69
Total WALT'S PETROLEUM SERVICE INC:				3,511.69
WALWORTH COUNTY CIRCUIT COURT				
CN80FKD81Q	02/03/2026	OCHONICKI_CN80FKD81Q	11-12-00-45100 COURT PENALTIES & FINES	489.40
Total WALWORTH COUNTY CIRCUIT COURT:				489.40
WALWORTH COUNTY SHERIFF				
135060	09/08/2025	PRISONER CONFINEMENT-AU	11-12-00-52900 CARE OF PRISONERS	330.00
Total WALWORTH COUNTY SHERIFF:				330.00
WALWORTH COUNTY TREASURER				
64-246 01/26	02/05/2026	COURT FINES- JAN 2026	11-12-00-24200 COURT FINES-COUNTY	2,028.80
Total WALWORTH COUNTY TREASURER:				2,028.80
WELDERS SUPPLY CO				
3271951	01/31/2026	PROPANE, ARGON, SMALL OXY	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	186.16
Total WELDERS SUPPLY CO:				186.16
WI DEPARTMENT OF TRANSPORTATION				
395-00004285	02/02/2026	HWY 50 IMP-C LAKE GENEVA,	43-32-10-17010 STREET IMP PROGRAM	1,895.44
395-00004285	02/02/2026	HWY 50 RD IMPROVEMENT PR	43-32-10-17010 STREET IMP PROGRAM	3,603.63
Total WI DEPARTMENT OF TRANSPORTATION:				5,499.07
WI MUNICIPAL JUDGES ASSOC				
WMJA_2026	02/04/2026	2026 WMJA DUES	11-12-00-53240 DUES, BOOKS, PUBLICATIONS	150.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total WI MUNICIPAL JUDGES ASSOC:				150.00
WRISTBAND RESOURCES				
PS-INV107534	12/15/2025	BEACH WRISTBANDS	40-54-10-53100 BEACH OFFICE SUPPLIES	2,810.00
Total WRISTBAND RESOURCES:				2,810.00
Grand Totals:				409,914.70

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "02182026","02182026A","12312025E","12312025F"

Invoice.Detail.GL account (2 Characters) = {<>} "61"

Invoice.Detail.GL account (2 Characters) = {<>} "62"



Agenda Item Memo

City of Lake Geneva

Committee: FLR

Meeting Date: 2/17/2026

Subject / Title: Special Event Approvals

Submitted By: David Winger

Background / Request

Staff have reviewed special event applications for Jaycee Easter Egg Hunt, Badger HS Graduation Ceremony, Art in the Park, Venetian Fest, and Studio Wine Walk. Staff are recommending FLR recommend these events to Council for approval.

Fiscal Impact / Budget

- **Estimated Cost:** N/A
- **Funding Source:** Click or tap here to enter text. (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____
☐ Budget Amendment Required _____
- **GL Number:** _____

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Recommend Council approval for the following special events:

- A. Jaycee Easter Egg Hunt – (4/4/2026)
- B. Badger HS Graduation Ceremony - (6/7/2026)
- C. Art in the Park - (8/7-8/9/2026)
- D. Venetian Fest – (8/17-8/24/2026)
- E. Studio Wine Walk - (9/7/2026)

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
FLR	2/17/2026	5. b-h	All Recommended
Council	2/23/2026		TBD

Attachments (list any and all attachments that go with this item and memo)

Event applications for each of the events: Jaycee Easter Egg Hunt, Badger HS Graduation Ceremony, Art in the Park, Venetian Fest, and Studio Wine Walk
Required permits for each event also included

Reviewed by	Date:	Comments

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



For events using City Parks or other Public Property.
Please fill in all blanks completely, as incomplete applications will be rejected.
Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the
proposed event date for consideration.

Submit to: parksdirector@cityoflakegeneva.gov

Do not use this form if your event is on private property.

Section I- APPLICANT INFORMATION

Name of Applicant: Benjamin Rademaker
 Name of Event Organizer/Producer: Lake Geneva Jaycees Easter Egg Hunt
 Production Company/Organization: Lake Geneva Jaycees FEIN #: _____
 Street Address: PO Box 411
 City: Lake Geneva State: WI Zip code: 53147
 E-mail Address: ben.lgjc@gmail.com
 Daytime Phone: 262-492-8227 Cell Phone: 262-492-8227
 Are you a ☐ Business/Individual OR ☐ Non-Profit Organization 501(c) 4
 EIN # (Tax Exempt Number): 39-1230293
 *All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation-** Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

- ☐ Flat Iron Park Brunk Pavilion \$250/day
☐ Gazebo-Flat Iron Park \$125/day
☒ Seminary Park Shelter \$75/day
☐ Cobb Park Shelter \$75/day
☐ Park Use (no shelter) \$75/day

Other Location: _____

☒ **Public Event-**Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/market, concert, community activity, parade. *Non-profits exempt from fees

Application fee:

- ☐ \$100- submitted at least 60 days prior
☐ \$300- submitted at least 45 days but fewer than 60 days prior

Select parks/facilities used during event, fees applied from list above:

Park Space

- ☐ Flat Iron Park
☒ Seminary Park
☐ Cobb Park
☐ Library Park
☐ Other: _____

Shelters

- ☐ Brunk Pavilion ☐ Gazebo
☐ Seminary Park Shelter
☐ Cobb Park Shelter

*Applicants for a Public Event Permit MUST attend the Committee & Council meetings where their applications are considered for approval.

1. Title of Event: Lake Geneva Jaycee Easter Egg Hunt
2. Date(s) of Event: 4/4/26
3. Location(s) of Event: Seminary Park
4. Hours: 7am - Noon
Include: Start Time & End Time of event, and set up and tear down times
5. Event Chair/Contact Person: Ben Rudemaker Phone: 262-492-8227
6. Day of Event Contact Name: ✓ Phone: ✓
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☐ Yes ☒ No
9. Estimated Attendance Number: 900
10. Basis for estimate: Last Year
11. Will you be setting up a tent? ☐ Yes ☒ No

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

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

13. Attach a detailed description of proposed event with map of the exact location of the event and/or route.

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

For clean up we will make it spotless & better than when we found it

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 submit a fireworks display application.

17. Will your event include the sale of beer and/or wine? ☐ Yes ☒ No
If yes, please submit a completed Temporary Alcohol License & any necessary Temporary Operator License Applications to the City Clerk's office.

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.

19. Describe Signage to be used during event:

Have an easter sign in the Gazebo area and a sign by the road

If using City Street Banner poles, submit a completed Street Banner Display Application.

Section III- STREET USE/CLOSURE-\$75 PER DAY PLUS COST OF BARRICADE RENTAL

- ☐ Street Closure ☐ Street Use ☒ N/A-Skip to Section IV

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.

Describe street(s) being used or closed. Attach additional pages if necessary & include a map.

Street closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

Section IV- PARKING REQUESTS

Will any parking stalls be used or blocked during the event?

☐ Yes ☐ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: _____

Total Number of Parking Stalls being Requested: _____

Parking Stall Location: _____

Attach a map showing location of requested stalls.

Section V - REQUESTS FOR ADDITIONAL SERVICES

Anticipated Services Beyond Facility/Park Space Use Will Result in Additional Fees

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

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

Section VI - SIGNATURE AND INDEMINIFICATION

Acknowledgements-Applicant Must Initial Each Item

1. BR The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather, other safety risks, or if event is found to be in violation of any conditions of the event permit issued. No refunds will be issued for cancellations due to safety risks or permit violations.
2. BR All Parks and Public Spaces must be left the way they were originally found.
3. BR Event Tear Down and Clean Up must be completed within time frame specified in the hours listed on page 2, unless prior arrangements are made with the Parks Director and/or other appropriate City Staff.
4. BR Applicant is responsible for the cost of damages or additional clean up resulting from event.
5. BR Applicant will be invoiced for damages or clean up charges. Failure to pay invoices will result in denial of any and all future event applications.
6. BR Must have a designated contact person on site and accessible at all times.
7. BR Application fees due upon submission. Facility/Park Space fees, Parking Fees, Additional Services Fees due at least 1 week prior to the start of the event.
8. BR Applicant is responsible for reporting any issues or concerns with event location to the appropriate City Department as soon as they are aware.
9. BR Any incomplete, misleading, or falsified information in this application will result in automatic denial.

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: Begonia White Date: 1-31-26

4

Submit completed applications to the Parks Director: parksdirector@cityoflakegeneva.gov

For Office Use Only

Date Filed: _____

Fees: ☐ Exempt

☐ Charged Amt Due: _____

Required Approvals

Parks Director Signature: David Winger Date: 02/12/2026
David Winger (Feb 12, 2026 10:25:41 CST)

☒ Approve ☐ Denied Notes: See map for sign & other details

Police Chief Signature: Lt. Kaitlin Tietz Date: 02/12/2026
Lt. Kaitlin Tietz (Feb 12, 2026 13:25:05 CST)

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: [Signature] Date: 02/12/2026
Dennis Detkowski (Feb 12, 2026 09:46:26 CST)

☒ Approve ☐ Denied Notes: Approved

DPW Signature: Neil Waswo Date: 02/12/2026
Neil Waswo (Feb 12, 2026 10:17:26 CST)

☒ Approve ☐ Denied Notes: _____

As Needed Approvals

Parking Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

City Clerk Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: 2/17/2026

Council Meeting Date: 2/23/2026

Public Event-Save the Date Form

ONLY Public Events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form does not replace the application process for a City of Lake Geneva Event permit. An event permit application must be submitted each year.

Do not complete this form if your event is a private event.

Event Name: Lake Geneva ~~Easter E~~ Jaycee Easter Egg Hunt

Event Date: YR 2026: 4-4

YR 20____: _____

YR 20____: _____

All Park Facilities: _____

Name of Sponsoring Organization: Lake Geneva Jaycees

If Non-profit or Not-for-Profit: Tax ID / EIN #: 39-1230293

Contact First Name: Benjamin Last Name: Rademaker

Phone/Mobile: 262-492-8227

Email: ben.Lgjc@gmail.com

Notes/Request: _____

Seminary Park

Seminary Park

4.5 ★★★★★ (32)

Park •

Overview

Reviews

About

Directions

Save

Nearby

Send to phone

Share

✓ Dogs allowed

375 S Lake Shore Dr, Lake Geneva, WI 53147

HHQ9+FJ Lake Geneva, Wisconsin

Claim this business

Restaurants

Hotels

Things to do

Transit

Parking

Pharmacies

ATMs

200-298 S Lake Shore Dr Parking

Seminary Park

LayersGoogle MapsImagery ©2026, Map data ©2026 GoogleUnited StatesTermsPrivacySend Product Feedback50 ft

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

For events using City Parks or other Public Property.
Please fill in all blanks completely, as incomplete applications will be rejected.
Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the
proposed event date for consideration.

Submit to: parksdirector@cityoflakegeneva.gov

Do not use this form if your event is on private property.

Section I- APPLICANT INFORMATION

Name of Applicant: Andrea Kaplan

Name of Event Organizer/Producer: Andrea Kaplan

Production Company/Organization: Badger High School Graduation FEIN #: _____

Street Address: 220 E. South Street

City: Lake Geneva State: WI Zip code: 53147

E-mail Address: malisa.rohn@badger.k12.wi.us

Daytime Phone: 262-348-2000 Cell Phone: 316-210-1144

Are you a ☒ **Business/Individual** OR ☐ **Non-Profit Organization** 501(c) _____

EIN # (Tax Exempt Number): 39-6025357

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation-** Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

- ☐ Flat Iron Park Brunk Pavilion \$250/day
- ☐ Gazebo-Flat Iron Park \$125/day
- ☐ Seminary Park Shelter \$75/day
- ☐ Cobb Park Shelter \$75/day
- ☐ Park Use (no shelter) \$75/day

Other Location: _____

☒ **Public Event-**Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/ market, concert, community activity, parade. *Non-profits exempt from fees

Application fee: ☒ \$100- submitted at least 60 days prior
☐ \$300- submitted at least 45 days but fewer than 60 days prior

Select parks/facilities used during event, fees applied from list above:

Park Space

- ☐ Flat Iron Park
- ☐ Seminary Park
- ☐ Cobb Park
- ☐ Library Park
- ☐ Other: _____

Shelters

- ☐ Brunk Pavilion ☐ Gazebo
- ☐ Seminary Park Shelter
- ☐ Cobb Park Shelter

*Applicants for a Public Event Permit MUST attend the Committee & Council meetings where their applications are considered for approval.

Badger High School Graduation Ceremony

1. Title of Event: _____
2. Date(s) of Event: Sunday, June 7, 2026
3. Location(s) of Event: Badger High School Football Stadium
4. Hours: 9:00AM to 4:00PM
Include :Start Time & End Time of event, and set up and tear down times
5. Event Chair/Contact Person: Andrea Kaplan Phone: 316-210-1144
6. Day of Event Contact Name: Andrea Kaplan Phone: 316-210-1144
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: approximately 330 graduates and guests
11. Will you be setting up a tent? ☐ Yes ☒ No

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

N/A

12. Will there be any animals? ☐ Yes ☒ No

If yes, what type and how many: N/A

13. **Attach a detailed description of proposed event with map of the exact location of the event and/or route.**

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

Badger High School custodial staff will provide refuse collection.

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

Badger High School security staff will provide security during this event.

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

If yes, please submit a fireworks display application.

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

If yes, please submit a completed Temporary Alcohol License & any necessary Temporary Operator License Applications to the City Clerk's office.

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.

19. Describe Signage to be used during event:

N/A

If using City Street Banner poles, submit a completed Street Banner Display Application.

Section III- STREET USE/CLOSURE-\$75 PER DAY PLUS COST OF BARRICADE RENTAL

- ☒ Street Closure ☐ Street Use ☐ N/A-Skip to Section IV

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.

Describe street(s) being used or closed. Attach additional pages if necessary & include a map.

Street closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

Wells Street from Bloomfield to H just before Wells - see attached map.

Section IV- PARKING REQUESTS

Will any parking stalls be used or blocked during the event?

☐ Yes ☒ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: N/A

Total Number of Parking Stalls being Requested: N/A

Parking Stall Location: N/A

Attach a map showing location of requested stalls.

Section V - REQUESTS FOR ADDITIONAL SERVICES

Anticipated Services Beyond Facility/Park Space Use Will Result in Additional Fees

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

☐ **Electricity**; Explain: N/A

☐ **Water**; Explain: N/A

☐ **Traffic Control**; Explain: N/A

☐ **Police Services**; Explain: N/A

☐ **Fire/EMS Services**; Explain: N/A

☐ **Other**; Explain: N/A

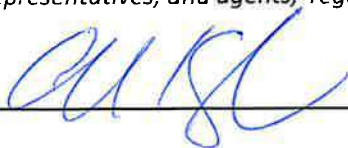
Section VI - SIGNATURE AND INDEMNIFICATION

Acknowledgements-Applicant Must Initial Each Item

1. ak The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather, other safety risks, or if event is found to be in violation of any conditions of the event permit issued. No refunds will be issued for cancellations due to safety risks or permit violations.
2. ak All Parks and Public Spaces must be left the way they were originally found.
3. ak Event Tear Down and Clean Up must be completed within time frame specified in the hours listed on page 2, unless prior arrangements are made with the Parks Director and/or other appropriate City Staff.
4. ak Applicant is responsible for the cost of damages or additional clean up resulting from event.
5. ak Applicant will be invoiced for damages or clean up charges. Failure to pay invoices will result in denial of any and all future event applications.
6. ak Must have a designated contact person on site and accessible at all times.
7. ak Application fees due upon submission. Facility/Park Space fees, Parking Fees, Additional Services Fees due at least 1 week prior to the start of the event.
8. ak Applicant is responsible for reporting any issues or concerns with event location to the appropriate City Department as soon as they are aware.
9. ak Any incomplete, misleading, or falsified information in this application will result in automatic denial.

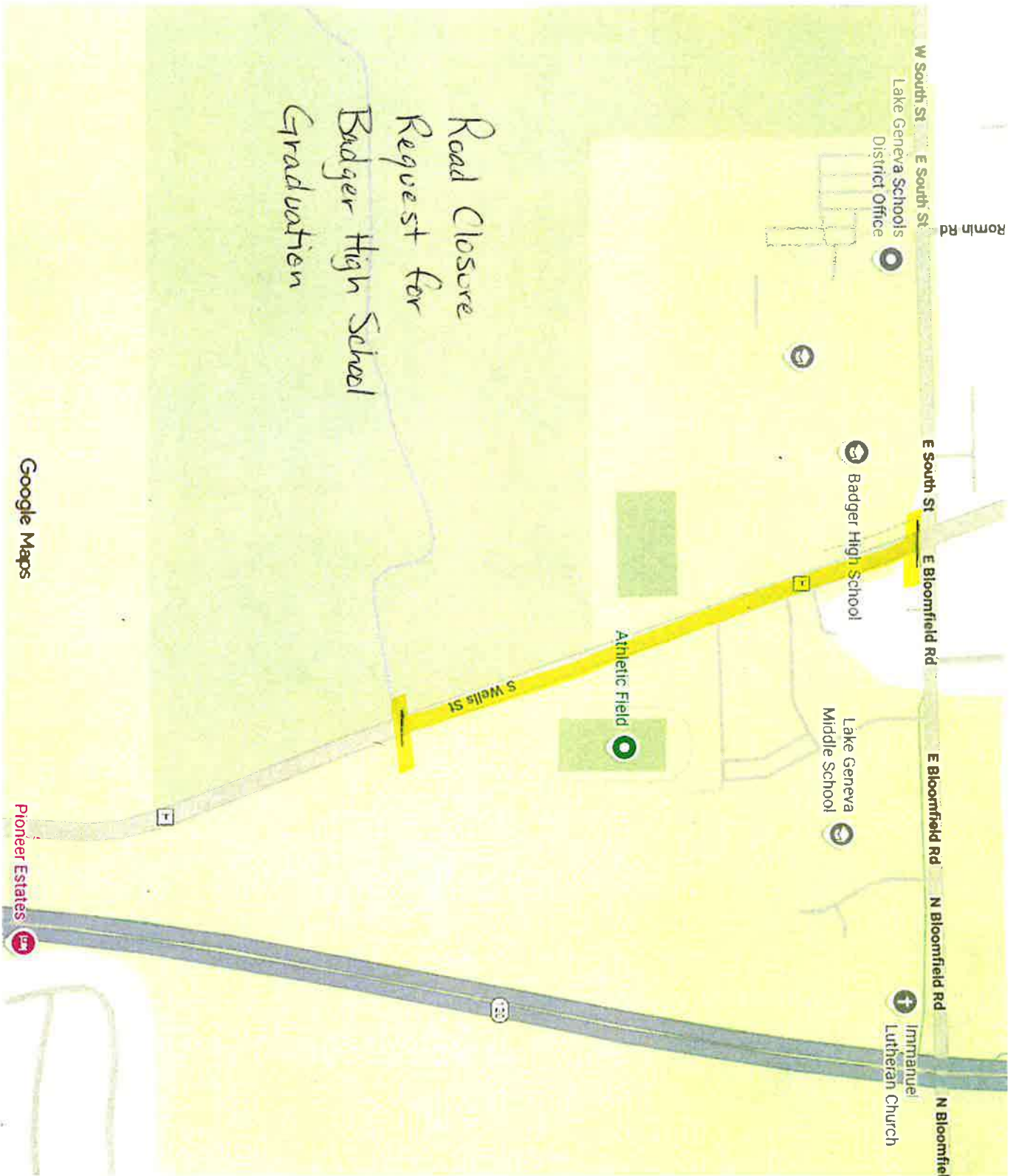
The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: _____



Date: 01/16/2026

Submit completed applications to the Parks Director: parksdirector@cityoflakegeneva.gov



For Office Use Only

Date Filed: _____

Fees: ☐ Exempt ☐ Charged Amt Due: _____

Required Approvals

Parks Director Signature: David Winger Date: 1/28/2026

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: Lt. Kaitlin Tietz Date: 01/28/2026
Lt. Kaitlin Tietz (Jan 28, 2026 10:03:24 CST)

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: 33 Date: 01/29/2026
Dennis Defkowsky (Jan 29, 2026 17:38:52 CST)

☒ Approve ☐ Denied Notes: Approved

DPW Signature: Neil Waswo Date: 01/29/2026
Neil Waswo (Jan 29, 2026 06:53:53 CST)

☒ Approve ☐ Denied Notes: N/A

As Needed Approvals

Parking Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

City Clerk Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: 2/17/2026

Council Meeting Date: 2/23/2026

Public Event-Save the Date Form

ONLY Public Events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form does not replace the application process for a City of Lake Geneva Event permit. An event permit application must be submitted each year.

Do not complete this form if your event is a private event.

Event Name: _____

Event Date: YR 20____: _____

YR 20____: _____

YR 20____: _____

All Park Facilities: _____

Name of Sponsoring Organization: _____

If Non-profit or Not-for-Profit: Tax ID / EIN #: _____

Contact First Name: _____ Last Name: _____

Phone/Mobile: _____

Email: _____

Notes/Request: _____

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

For events using City Parks or other Public Property.

Please fill in all blanks completely, as incomplete applications will be rejected.
Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the
proposed event date for consideration.

Submit to: parksdirector@cityoflakegeneva.gov

Do not use this form if your event is on private property.

Section I- APPLICANT INFORMATION

Name of Applicant: Geneva Lake Arts Foundation

Name of Event Organizer/Producer: Jeff Russart - Director

Production Company/Organization: _____ FEIN #: _____

Street Address: 223 Broad Street

City: Lake Geneva State: WI Zip code: 53147

E-mail Address: aitplakegeneva@gmail.com

Daytime Phone: 262.249.6765 Cell Phone: 262.490.5495

Are you a ☐ Business/Individual OR ☒ Non-Profit Organization 501(c) _____

EIN # (Tax Exempt Number): 640-1028556507-05, CES# 008-1028556507-04

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation-** Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

- | | |
|--|-----------|
| ☐ Flat Iron Park Brunk Pavilion | \$250/day |
| ☐ Gazebo-Flat Iron Park | \$125/day |
| ☐ Seminary Park Shelter | \$75/day |
| ☐ Cobb Park Shelter | \$75/day |
| ☐ Park Use (no shelter) | \$75/day |

Other Location: _____

☒ **Public Event-**Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/market, concert, community activity, parade. *Non-profits exempt from fees

Application fee: ☐ \$100- submitted at least 60 days prior
☐ \$300- submitted at least 45 days but fewer than 60 days prior

Select parks/facilities used during event, fees applied from list above:

Park Space

- ☒ Flat Iron Park
☐ Seminary Park
☐ Cobb Park
☐ Library Park
☐ Other: _____

Shelters

- ☒ Brunk Pavilion ☒ Gazebo
☐ Seminary Park Shelter
☐ Cobb Park Shelter

*Applicants for a Public Event Permit MUST attend the Committee & Council meetings where their applications are considered for approval.

Art in the Park

1. Title of Event: _____
2. Date(s) of Event: August 7,8,9
3. Location(s) of Event: Flat Iron Park
4. Hours: Aug 7th set-up 7am -10pm through teardown beginning at 4pm Aug 9th
Include :Start Time & End Time of event, and set up and tear down times
5. Event Chair/Contact Person: Jeff Russart Phone: 262.490.5495
6. Day of Event Contact Name: Jeff Russart Phone: 262.249.6765
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☐ Yes ☒ No
9. Estimated Attendance Number: 4-6,000
10. Basis for estimate: Prior year estimates
11. Will you be setting up a tent? ☒ Yes ☐ No

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

Tents erected by individual artists. Locates ordered 2 weeks before the event.

12. Will there be any animals? ☐ Yes ☒ No

If yes, what type and how many: _____

13. **Attach a detailed description of proposed event with map of the exact location of the event and/or route.**

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

A waste hopper is placed in the park for refuse disposal at the end of the event.

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

Private security is hired for security during evening hours on Friday and Saturday

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

If yes, please submit a fireworks display application.

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

If yes, please submit a completed Temporary Alcohol License & any necessary Temporary Operator License Applications to the City Clerk's office.

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.

19. Describe Signage to be used during event:

Street banners to be placed on main street several weeks before the event
Yard signs (18"x24") will be placed around the park to direct attendees

If using City Street Banner poles, submit a completed Street Banner Display Application.

Section III- STREET USE/CLOSURE-\$75 PER DAY PLUS COST OF BARRICADE RENTAL

- ☐ Street Closure ☒ Street Use ☐ N/A-Skip to Section IV

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.

Describe street(s) being used or closed. Attach additional pages if necessary & include a map.

Street closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

Closure of Wrigley Drive, as in 2025, from Early Friday morning through the end of Sunday.
Use of Center Street for artist parking during the event.

Section IV- PARKING REQUESTS

Will any parking stalls be used or blocked during the event? ☒ Yes ☐ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: Aug 7 - 20 stalls on Center St and all of LC Lot, Aug 8 & 9 - all Center St

Total Number of Parking Stalls being Requested: All stalls on both sides of Center Street between Main and Wrigley Dr and the Center Street Lot

Parking Stall Location: All stalls on Center Street between Main Street and Wrigley Drive

Attach a map showing location of requested stalls.

Section V - REQUESTS FOR ADDITIONAL SERVICES

Anticipated Services Beyond Facility/Park Space Use Will Result in Additional Fees

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

☒ **Electricity;** Explain: Food vendors

☒ **Water;** Explain: Food vendors

☒ **Traffic Control;** Explain: Artist setup & takedown and parking on Center St

☒ **Police Services;** Explain: As needed for event control

☐ **Fire/EMS Services;** Explain:

☐ **Other;** Explain:

Section VI - SIGNATURE AND INDEMINIFICATION

Acknowledgements-Applicant Must Initial Each Item

1. jtr The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather, other safety risks, or if event is found to be in violation of any conditions of the event permit issued. No refunds will be issued for cancellations due to safety risks or permit violations.
2. All Parks and Public Spaces must be left the way they were originally found.
3. jtr Event Tear Down and Clean Up must be completed within time frame specified in the hours listed on page 2, unless prior arrangements are made with the Parks Director and/or other appropriate City Staff.
4. jtr Applicant is responsible for the cost of damages or additional clean up resulting from event.
5. jtr Applicant will be invoiced for damages or clean up charges. Failure to pay invoices will result in denial of any and all future event applications.
6. jtr Must have a designated contact person on site and accessible at all times.
7. jtr Application fees due upon submission. Facility/Park Space fees, Parking Fees, Additional Services Fees due at least 1 week prior to the start of the event.
8. jtr Applicant is responsible for reporting any issues or concerns with event location to the appropriate City Department as soon as they are aware.
9. jtr Any incomplete, misleading, or falsified information in this application will result in automatic denial.

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature:  Date: 11/16/2025

Submit completed applications to the Parks Director: parksdirector@cityoflakegeneva.gov

For Office Use Only

Date Filed: _____

Fees: ☐ Exempt

☐ Charged

Amt Due: _____

Required Approvals

Parks Director Signature: David Winger Date: Jan 28, 2026

☒ Approve ☐ Denied Notes: FLR Date: 2/17/2026 | Council Date: 2/23/2026

Police Chief Signature: Lt. Kaitlin Tietz Date: Jan 28, 2026
Lt. Kaitlin Tietz (Jan 28, 2026 11:35:18 CST)

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: Detkowski Date: Jan 28, 2026
Detkowski (Jan 28, 2026 11:39:53 CST)

☒ Approve ☐ Denied Notes: _____

DPW Signature: Neil Waswo Date: Jan 29, 2026
Neil Waswo (Jan 29, 2026 06:45:00 CST)

☒ Approve ☐ Denied Notes: _____

As Needed Approvals

Parking Signature: Beth Gehris-Padro Date: Jan 29, 2026
Beth Gehris-Padro (Jan 29, 2026 10:29:46 CST)

☒ Approve ☐ Denied Notes: estimated cost of parking \$13,500

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

City Clerk Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: Jan 28, 2026

Council Meeting Date: Jan 28, 2026

Public Event-Save the Date Form

ONLY Public Events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form does not replace the application process for a City of Lake Geneva Event permit. An event permit application must be submitted each year.

Do not complete this form if your event is a private event.

Event Name: **Art in the Park**

Event Date: YR 20**27** : **8/13-15**

YR 20**28** : **8/11-13**

YR 20**29** : **8/10-12**

All Park Facilities: **Flat Iron Park**

Name of Sponsoring Organization: **Geneva Lake Arts Foundation**

If Non-profit or Not-for-Profit: Tax ID / EIN #: **640-1028556507-05**

Contact First Name: **Jeff** Last Name: **Russart**

Phone/Mobile: **262.490.5495**

Email: **aitplakegeneva@gmail.com**

Notes/Request: _____

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

For events using City Parks or other Public Property.

Please fill in all blanks completely, as incomplete applications will be rejected.
Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the proposed event date for consideration.

Submit to: parksdirector@cityoflakegeneva.gov

Do not use this form if your event is on private property.

Section I- APPLICANT INFORMATIONName of Applicant: Andrew GlassName of Event Organizer/Producer: Lake Geneva JayceesProduction Company/Organization: Lake Geneva Jaycees FEIN #: 39-1230293Street Address: PO Box 411City: Lake Geneva State: WI Zip code: 53147E-mail Address: aglass.lgjaycees@gmail.comDaytime Phone: (262)374-3272 Cell Phone: (262)374-3272Are you a ☐ Business/Individual OR ☒ Non-Profit Organization 501(c) 4EIN # (Tax Exempt Number): 39-1230293

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation-** Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

- ☐ Flat Iron Park Brunk Pavilion \$250/day
☐ Gazebo-Flat Iron Park \$125/day
☐ Seminary Park Shelter \$75/day
☐ Cobb Park Shelter \$75/day
☐ Park Use (no shelter) \$75/day

Other Location: _____

☒ **Public Event-**Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/market, concert, community activity, parade. *Non-profits exempt from fees

Application fee: ☒ \$100- submitted at least 60 days prior
☐ \$300- submitted at least 45 days but fewer than 60 days prior

Select parks/facilities used during event, fees applied from list above:

Park Space

- ☒ Flat Iron Park
☒ Seminary Park
☐ Cobb Park
☒ Library Park
☐ Other: _____

Shelters

- ☒ Brunk Pavilion ☒ Gazebo
☒ Seminary Park Shelter
☐ Cobb Park Shelter

*Applicants for a Public Event Permit MUST attend the Committee & Council meetings where their applications are considered for approval.

Venetian Festival 2026

1. Title of Event: _____
2. Date(s) of Event: Permit use August 17th through the 24th for setup and cleanup
3. Location(s) of Event: Flat Iron Park, Seminary Park, and Library Park
4. Hours: 6am August 17th through 11:59 August 24th
Include :Start Time & End Time of event, and set up and tear down times
5. Event Chair/Contact Person: Andrew Glass Phone: (262) 374-3272
6. Day of Event Contact Name: Andrew Glass Phone: (262) 374-3272
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☐ Yes ☒ No
9. Estimated Attendance Number: 20,000
10. Basis for estimate: Prior Years numbers
11. Will you be setting up a tent? ☒ Yes ☐ No

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

Two tents in Flat Iron Parking lot, 30x80' & 20x30'. One 15x15' tent provided for one of the non profits food booths by the rental company. Rental company expected to be Step It Up Rental

12. Will there be any animals? ☒ Yes ☐ No

If yes, what type and how many: Possible petting zoo or pig races in Seminary Park

13. **Attach a detailed description of proposed event with map of the exact location of the event and/or route.**

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

Refer to attached sheet

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

Refer to attached sheet

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

If yes, please submit a fireworks display application.

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

If yes, please submit a completed Temporary Alcohol License & any necessary Temporary Operator License Applications to the City Clerk's office.

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.

19. Describe Signage to be used during event:

Refer to attached sheet

If using City Street Banner poles, submit a completed Street Banner Display Application.

Section III- STREET USE/CLOSURE-\$75 PER DAY PLUS COST OF BARRICADE RENTAL

- ☐ Street Closure ☒ Street Use ☐ N/A-Skip to Section IV

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.

Describe street(s) being used or closed. Attach additional pages if necessary & include a map.

Street closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

Refer to attached sheet

Section IV- PARKING REQUESTS

Will any parking stalls be used or blocked during the event?

☒ Yes ☐ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: August 17th - 24th

Total Number of Parking Stalls being Requested: Refer to attached sheet

Refer to attached sheet

Parking Stall Location: _____

Attach a map showing location of requested stalls.

Section V - REQUESTS FOR ADDITIONAL SERVICES

Anticipated Services Beyond Facility/Park Space Use Will Result in Additional Fees

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

☒ **Electricity;** Explain: Flat Iron and Seminary for 17th-24th. Library 22nd-23rd

☒ **Water;** Explain: Meter by street dept for carnival and hydrant by Brunk Pavilion

☒ **Traffic Control;** Explain: Saturday morning/Sunday afternoon for Craft Fair setup/cleanup. Sunday boat launch for ski show

☒ **Police Services;** Explain: General patrol, bagging meters, barricades, clearing beach and beach house on sunday, fireworks loading

☒ **Fire/EMS Services;** Explain: Fireworks loading on sunday. EMS tent near Brunk pavilion

☒ **Other;** Explain: Street Dept - Delivery of Barricades, Concrete Blocks, Close Wrigley Dr.

Section VI - SIGNATURE AND INDEMINIFICATION

Acknowledgements-Applicant Must Initial Each Item

1. AG The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather, other safety risks, or if event is found to be in violation of any conditions of the event permit issued. No refunds will be issued for cancellations due to safety risks or permit violations.
2. AG All Parks and Public Spaces must be left the way they were originally found.
3. AG Event Tear Down and Clean Up must be completed within time frame specified in the hours listed on page 2, unless prior arrangements are made with the Parks Director and/or other appropriate City Staff.
4. AG Applicant is responsible for the cost of damages or additional clean up resulting from event.
5. AG Applicant will be invoiced for damages or clean up charges. Failure to pay invoices will result in denial of any and all future event applications.
6. AG Must have a designated contact person on site and accessible at all times.
7. AG Application fees due upon submission. Facility/Park Space fees, Parking Fees, Additional Services Fees due at least 1 week prior to the start of the event.
8. AG Applicant is responsible for reporting any issues or concerns with event location to the appropriate City Department as soon as they are aware.
9. AG Any incomplete, misleading, or falsified information in this application will result in automatic denial.

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: Andrew Glass Date: 12-18-2025

For Office Use Only

Date Filed: _____

Fees: ☐ Exempt

☐ Charged

Amt Due: _____

Required Approvals

Parks Director Signature: David Winger Date: 02/11/2026

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: Lt. Kaitlin Tietz Date: 02/11/2026
Lt. Kaitlin Tietz (Feb 11, 2026 12:34:18 CST)

☐ Approve ☐ Denied Notes: _____

Fire Chief Signature:  Date: 02/11/2026
Detkowski (Feb 11, 2026 11:45:39 CST)

☐ Approve ☐ Denied Notes: _____

DPW Signature: Neil Waswo Date: 02/11/2026
Neil Waswo (Feb 11, 2026 11:57:23 CST)

☒ Approve ☐ Denied Notes: _____

As Needed Approvals

Parking Signature: BHP Date: 02/11/2026
Beth Gehris-Padro (Feb 11, 2026 15:28:29 CST)

☒ Approve ☐ Denied Notes: approximate cost of Parking \$39,120 estimated cost of shuttle \$2,800

Harbormaster Signature: Erick Nica Date: 02/12/2026
Erick Nica (Feb 12, 2026 10:48:38 CST)

☒ Approve ☐ Denied Notes: Approximate cost of closing boat launch from Monday to Sunday is \$1,875.00

City Clerk Signature: Vanessa Jahns Date: 02/12/2026

☒ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: 2/17/2026

Council Meeting Date: 2/23/2026

Public Event-Save the Date Form

ONLY Public Events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form does not replace the application process for a City of Lake Geneva Event permit. An event permit application must be submitted each year.

Do not complete this form if your event is a private event.

Event Name: Venetian Festival

Event Date: YR 2027: Aug 16-23rd

YR 2028: Aug 14-21st

YR 2029: Aug 13-20th

All Park Facilities: Flat Iron, Seminary, & Library Parks

Name of Sponsoring Organization: Lake Geneva Jaycees

If Non-profit or Not-for-Profit: Tax ID / EIN #: 39-1230293

Contact First Name: Andrew Last Name: Glass

Phone/Mobile: M: 262-374-3272

Email: aglass.lgjaycees@gmail.com

Notes/Request: N/A

Section 2 - Event Information

13. The Lake Geneva Jaycees respectively request the use of Flat Iron, Seminary and Library Park for the 2026 Venetian Festival. Flat Iron and Seminary Parks are needed August 17th – August 24th with the festival running the 19th – 23rd. Library Park would be needed August 22nd and 23rd. Activities in the parks will be consistent with previous years. Flat Iron Park will include a carnival, food booths sponsored by local civic organizations, main stage area, and beer garden. Seminary Park will include kiddie and youth rides/games, and various attractions. Library Park will be used on Saturday and Sunday for the annual Arts and Craft Fair, as well a Brat Stand. On Sunday night of the festival, a water-ski show will take place along the beach followed by a lighted boat parade and a fireworks display.

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

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

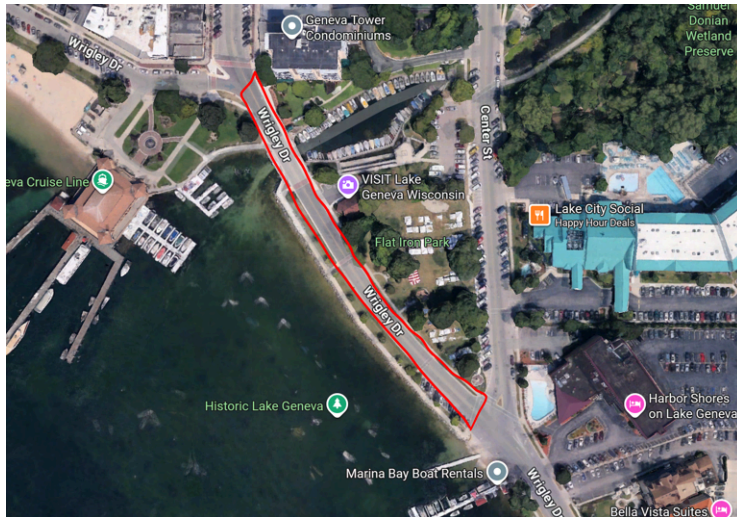
18. As part of the festival, there will be food sold on the grounds. There will be a brat stand on Saturday and Sunday in Library Park. In Flat Iron park, food will be sold by the carnival company (Mr. Ed's Magical Midway), as well as by local non-profit groups. Although the non-profit groups can vary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

- YMCA (Sold Funnel Cakes and Fries)
- American Legion (Sold Beef Teriyaki)
- Lions Club (Sold Corn on the cob and street corn)
- Lyons American legion (Smoked meats)
- Lake Geneva Jaycees (Sold Brats)

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

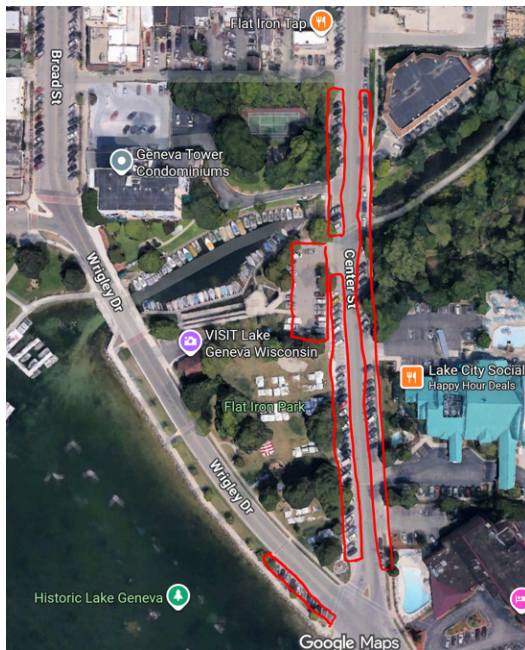
Section 3 - Street Use/ Closure

1. The Jaycees request the following street use: The closure of Wrigley Dr. from Center St. north to the Geneva Towers from Tuesday, August 18th through Monday, August 24th as outlined in red in the picture below.



Section 4 - Parking Requests

1. The Jaycees request the use of the parking stalls in the Flat Iron park parking lot, as well as the parking stalls on Center St from the Alley South to Wrigley Dr. during the Festival (Including Set-up and Clean-up). We additionally request the use of the parking stalls on the lakefront of Wrigley Dr to the boat launch.



Finally we request the use of three parking spaces on either side of the East Walkway of Library Park on Saturday and Sunday (depicted in the picture below in red). Also, to facilitate safe unloading for the craft fair, we request the use of all the parking stalls in front of Library Park from 6am – 10am on Saturday (depicted in the picture below in blue). All stalls with the exception of the six by the East Walkway will be re-opened by 10am. The stalls being used are consistent with past years and are outlined within the action plan used by the Jaycees and the city to facilitate the smooth operation of the festival. This can be provided at council's request.



Thank you for your consideration.

Sincerely,

Andrew Glass

Andrew Glass

Lake Geneva Jaycees

Venetian Festival Chairman



**LAKE GENEVA
JAYCEES**

Lake Geneva Jaycees

P.O. Box 411 ~ Lake Geneva, WI 53147

Email: info@lakegenevajaycees.com

<http://www.lakegenevajaycees.org>

December 18th, 2025

To: Lake Geneva City Alderpersons
From: Andrew Glass, Chairman - Venetian Fest

RE: 43rd Annual Venetian Festival Permit

Dear Alderpersons

This letter is to provide more information regarding the Entertainment Tent and our end of night procedures. In the past we have always had the music off by midnight and immediately began moving people out of the entertainment tent and out of Flat Iron park. We are fortunate every night to have the help of LGPD to help us move patrons out as quickly as possible. For that I say, Thank you LGPD.

All beer sales will be between the hours of 5pm to 12am Wednesday - Friday, and 12pm to 12am on Saturday and Sunday.

The procedure we are putting in place this year includes:

- Calling last call and turning the lights between 11:40 - 11:45pm.
- We will be done serving beer by midnight.
- Music off by midnight and again, with the help of LGPD begin moving people out of the Entertainment area and out of Flat Iron Park.

These procedures will be the responsibility of the Crew Chief, Co-Crew Chief and head of security each night.

Thank you and please feel free to reach out to me with any questions or concerns

Sincerely

Andrew Glass

Venetian Chairman

262-374-3272

aglass.lgjaycees@gmail.com

CITY OF LAKE GENEVA

FIREWORKS APPLICATION



\$50.00 Fee

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

Applicant: Lake Geneva Jaycees Phone: (262) 374-3272

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

Lake Geneva Jaycees

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

N2448 Tuskegee Drive
Street Address

Burlington
City

WI
State

53105
Zip

Name of Fireworks Company performing display: J&M Displays

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

18064 170th Ave.
Street Address

Yarmouth
City

IA
State

52660
Zip

Date/Time of authorized possession and use: 8-23-26 @ Dusk after the boat Parade

Date/Time of Set-Up: Barage & Tubes in place Saturday the 22nd, loading begins Sunday the 23rd ~ 9-10am

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. Map of launch site
5. 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
6. All displays will be aimed away from spectators
7. A test shot will be fired into the air at least 1 hour before scheduled display
8. Fireworks that have been wet at any time prior to the display will NOT be used

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

RELEASE OF LIABILITY

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

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

Andrew Zluz

APPLICANT SIGNATURE

DATE: 12-18-2025

For Office Use Only

Amount Paid and Receipt Number \$ _____ Date Received _____

Check Number _____

GLLEA Approval (if applicable) _____

Police Chief Approval _____

Fire Chief Approval _____

Entered into RMS _____

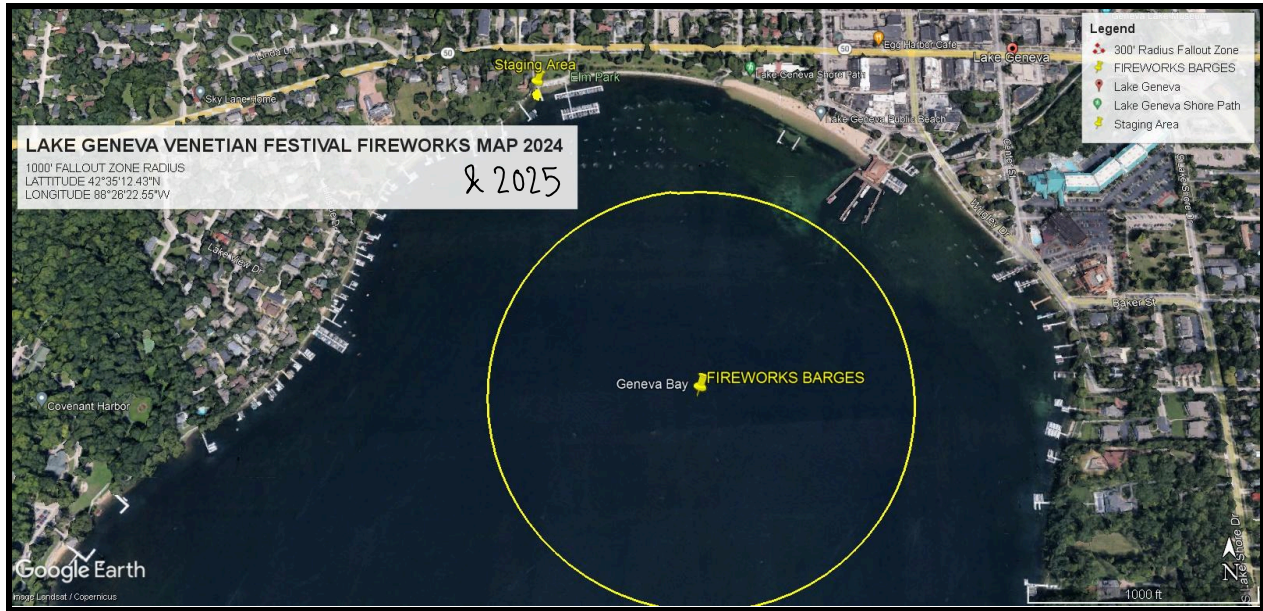
Fire Engine Standby Required ☐ Yes ☐ No

Date Sent to Council _____

Permit Issued by _____

Mayor Signature _____

Date Issued _____





J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

Main Event

Barrages (water cakes)

Quantity	Name	Rising Effect	Price	Total
2	Flower ball mine to color flower ball Water Cake 36 shot		\$423.70	\$847.40
Category Shell Count: 72				\$847.40

Multi-shell Barrage Units

Quantity	Name	Rising Effect	Price	Total
1	Ghost sweep Blue to Red to white strobe mines 100 shot fan		\$280.00	\$280.00
1	Color tails Red green purple lemon to titanium salute 100 shot		\$360.00	\$360.00
1	Crackling willow with blue star 100 shot		\$430.00	\$430.00
1	0.8" 210 shot PeacockFan Shape Variegated Mine (Rd/Gr/Bl/Pr/Or)		\$490.00	\$490.00
1	2.5" Display Shell Cake- Mixed finale 2.5" 36 shot		\$490.00	\$490.00
1	Celebration of Divine Land 112 shot Z shape		\$490.00	\$490.00
Category Shell Count: 658				\$2,540.00

Close proximity multi-shot fans

Quantity	Name	Rising Effect	Price	Total
3	7 shot Fan Slice Green tiger tail with Snowball (30mm)		\$30.00	\$90.00
3	7 shot Fan Slice Red tiger tail with Snowball (30mm)		\$30.00	\$90.00
6	7 shot Fan Slice White strobe waterfall (30mm)		\$30.00	\$180.00
3	1.2" Crackling Crossette, 10 shot		\$39.00	\$117.00
6	10 shot fan slice Crackling mine with rainbow stars (30mm)		\$43.00	\$258.00
6	11 shot fan slice Ghost mines red and green to brocade (30mm)		\$43.00	\$258.00
6	11 shot fan slice Ghost mines red blue and green (30mm)		\$43.00	\$258.00
3	13 shot Fan Slice Red Strobe Mine with snowball (30mm)		\$67.50	\$202.50
4	30mm Zipper Alternating silver glitter comet/ red comet		\$67.50	\$270.00
4	30mm Zipper White glitter comet fan (All fire)		\$67.50	\$270.00
Category Shell Count: 397				\$1,993.50

3 Inch Salutes

Quantity	Name	Rising Effect	Price	Total
10	Cylinder Salute 3" (E-Fire Only)		\$20.00	\$200.00
Category Shell Count: 10				\$200.00

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
3	Peony with brocade ring assorted	Brocade tail	\$15.00	\$45.00
10	Glittering willow	glitter tail	\$23.90	\$239.00
8	Nishiki kamuro niagara falls		\$23.90	\$191.20
2	Assortment K Of 20 different J&M Brand shells ELECTRIC FIRE		\$310.00	\$620.00
2	Assortment X of 20 (5 salute, 15 color) J&M Brand Shells ELECTRIC FIRE	mixed tails	\$310.00	\$620.00
1	Assortment Y of 10 pairs (20 shells) J&M shells ELECTRIC FIRE (Low fallout)		\$310.00	\$310.00
Category Shell Count: 121				\$2,025.20



J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

Main Event

3 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
3	Blue to red ghost peony		\$34.30	\$102.90
Category Shell Count: 3				\$102.90

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
4	Lemon Dahlia		\$28.60	\$114.40
1	Brocade Crown with silver strobe pistils		\$45.60	\$45.60
4	Glitter crossette	flower crown tail	\$45.60	\$182.40
2	Green ring inside brocade to purple ring		\$45.60	\$91.20
2	Red green and blue moving stars		\$45.60	\$91.20
2	Assortment L of 20 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$640.00	\$1,280.00
2	Asst R of 20 different J&M Brand shells ELECTRIC FIRE		\$640.00	\$1,280.00
Category Shell Count: 93				\$3,084.80

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
2	Red ghost peony		\$48.30	\$96.60
3	Kamuro with Happy Face Pattern		\$48.70	\$146.10
Category Shell Count: 5				\$242.70

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Gold Glitter chrys to color assorted		\$59.90	\$119.80
1	Golden kamuro to white strobe	Silver tail	\$83.00	\$83.00
2	Assortment N of 15 different J&M Brand shells ELECTRIC FIRE		\$750.00	\$1,500.00
1	Assortment R of 15 different J&M Brand shells ELECTRIC FIRE		\$750.00	\$750.00
3	Assortment T of 15 different J&M Brand Shells ELECTRIC FIRE	mixed tails	\$750.00	\$2,250.00
Category Shell Count: 93				\$4,702.80

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Stained Glass-Red Green Blue Yellow with Crackling	Glittering tail	\$93.00	\$186.00
2	Red titanium salutes small flowers with crackling coconut pistil w/cracklin		\$216.00	\$432.00
Category Shell Count: 2				\$618.00

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Aqua chrys with gold willow to white strobe ring with delayed crackle pisti		\$97.40	\$97.40
1	Chrysanthemum to purple to gold strobe with glittering gold palm core	Gold tail	\$97.40	\$97.40
1	Glittering silver to red chrysanthemum		\$97.40	\$97.40
1	Assortment C of 9 different J&M brand shells ELECTRIC FIRE	mixed tails	\$720.00	\$720.00
1	Assortment T of 9 different J&M brand shells ELECTRIC FIRE	Mixed tails	\$720.00	\$720.00
Category Shell Count: 21				\$1,732.20



J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

Main Event

6 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Aqua to crackling ghost peony		\$171.70	\$343.40
2	Blue back to green ghost peony		\$171.70	\$343.40
2	Blue flying dragons with blue pistil		\$171.70	\$343.40
2	Double palm trees with blue pistil		\$171.70	\$343.40
3	Glittering willow with pink lemon and light blue pistil	glitter tail	\$171.70	\$515.10
2	Golden wave to orange swimming with white strobe pistil		\$171.70	\$343.40
1	Green flying dragons with green pistil		\$171.70	\$171.70
1	Green to purple to orange ghost peony		\$171.70	\$171.70
1	Green to silver flying dragons with green pistil		\$171.70	\$171.70
2	Jellyfish - Blue		\$171.70	\$343.40
2	Multi color flower sheets		\$171.70	\$343.40
1	Nishiki kamuro to var. color with var. color pistil with tail		\$171.70	\$171.70
4	Nishiki kamuro to white strobe with white strobe pistil		\$171.70	\$686.80
1	Nishiki kamuro with blue and golden double pistils		\$171.70	\$171.70
1	Spangle chrys with blue pistil		\$171.70	\$171.70
2	Willow with flickering and reports		\$171.70	\$343.40
1	Double mum purple and green		\$172.50	\$172.50
1	Double mum red and silver		\$172.50	\$172.50
1	Flower Crown with pistil assorted		\$172.50	\$172.50
1	Popping Blue Flowers		\$172.50	\$172.50
1	Purple to crackling ghost peony		\$172.50	\$172.50
1	Red + Gold Strobe Kaleidoscope		\$172.50	\$172.50
1	Red flying dragons with red pistil		\$172.50	\$172.50
1	Ten thousand circles of crackling chrys		\$172.50	\$172.50

Category Shell Count: 37

\$6,359.30

8 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Brocade crown with eight flowers		\$303.00	\$303.00
1	Glittering willow with pink lemon and light blue pistil		\$303.00	\$303.00
1	Purple to Dragon Eggs Ghost Peony		\$303.00	\$303.00
1	Blue crackling w/crackling pistil w/tail		\$371.00	\$371.00
1	Snowflake w/white strobe pistil		\$371.00	\$371.00

Category Shell Count: 5

\$1,651.00

10 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	3D ghost peony w/silver tail		\$640.00	\$640.00

Category Shell Count: 1

\$640.00

Section Shell Count: 1518

Finales

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
7	Glittering silver to red chrysanthemum		\$97.40	\$681.80

Category Shell Count: 7

\$681.80



J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

Finales

3 Inch Finales

Quantity	Name	Rising Effect	Price	Total
6	5 Salute with 5 gold willows 10 Shot finale chain		\$206.00	\$1,236.00
18	Rainbow 10 Shot finale chain	mixed tails	\$206.00	\$3,708.00
Category Shell Count: 240				\$4,944.00

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
32	Glittering willow	glitter tail	\$45.60	\$1,459.20
Category Shell Count: 32				\$1,459.20

4 Inch Finales

Quantity	Name	Rising Effect	Price	Total
12	Color (rainbow) 8 shot finale chain	mixed tails	\$301.00	\$3,612.00
Category Shell Count: 96				\$3,612.00

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
16	Dahlia, assorted colors		\$59.90	\$958.40
Category Shell Count: 16				\$958.40

Section Shell Count: 391

Miscellaneous

Racks - Metal

Quantity	Name	Rising Effect	Price	Total
3	Carpet runner (12" X 200') for covering racks		\$30.00	\$90.00
1	Carpet runner (36" X 200') for covering racks		\$76.00	\$76.00
Category Shell Count: 0				\$166.00

Ignition Items

Quantity	Name	Rising Effect	Price	Total
320	MJG 10' (non-regulated ATF) Igniters with 10' leads (FWI 10 - 30 per box)		\$2.20	\$704.00
320	MJG 15' (non-regulated ATF) Igniters with 15' leads (FWI 15 - 20 per box)		\$2.20	\$704.00
60	MJG 25' Igniter (non-regulated ATF) (FWI 25 - 15 per box)		\$2.55	\$153.00
Category Shell Count: 0				\$1,561.00

Section Shell Count: 0

8% Free for Early Payment



J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

8% Free for Early Payment

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
20	Glittering willow waterfall	glitter tail	\$23.90	\$478.00
6	Gold Spangle chrysanthemum with crackling	Large Brocade tail	\$23.90	\$143.40
8	Six Angle brocade crown	Large Brocade tail	\$23.90	\$191.20
3	Color dahlia with silver strobe (Three color)	Crackling tail	\$24.10	\$72.30
10	Dragon eggs		\$24.10	\$241.00
3	Gold Titanium Willow	Gold tail	\$24.10	\$72.30
Category Shell Count: 50				\$1,198.20

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Brocade crown coconut	Large Brocade tail	\$45.60	\$91.20
Category Shell Count: 2				\$1,289.40

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
1	Kamuro with Happy Face Pattern		\$48.70	\$48.70
1	Purple ghost peony	whistling tail	\$48.70	\$48.70
2	Willow to Multi-Color Swimming Star	whistling tail	\$48.70	\$97.40
Category Shell Count: 4				\$1,484.20

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Golden willow (waterfall) to white strobe		\$93.00	\$186.00
Category Shell Count: 2				\$1,670.20

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Red to Blue peony with rising small flower tail (white strobe)	Rising flower tail	\$97.40	\$97.40
Category Shell Count: 1				\$1,767.60

8 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Golden wave to blue butterfly w/orange circle		\$371.00	\$371.00
Category Shell Count: 1				\$2,138.60

10 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Orange Crackling Willow Flower w/Green Strobe Pistil		\$640.00	\$640.00
Category Shell Count: 1				\$2,778.60

Section Shell Count: 61

15% Free for Loyalty Program



J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

15% Free for Loyalty Program

3 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Glittering silver to yellow chrysanthemum		\$23.90	\$47.80
2	Glittering willow	glitter tail	\$23.90	\$47.80
2	Lemon eddy in chrysanthemum		\$23.90	\$47.80
2	Gold Palm with crackling pistil	Large Brocade tail	\$24.10	\$48.20
Category Shell Count: 8				\$191.60

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Color dahlia with silver strobe	Gold tail	\$45.60	\$91.20
6	Glittering willow waterfall	glitter tail	\$45.60	\$273.60
Category Shell Count: 8				\$556.40

4 Inch Special Effect shells

Quantity	Name	Rising Effect	Price	Total
2	Double Crackle		\$48.70	\$97.40
Category Shell Count: 2				\$653.80

5 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
4	Medusa pattern (E-Fire ONLY) (assorted case)		\$83.00	\$332.00
Category Shell Count: 4				\$985.80

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Multi color strobe		\$92.00	\$184.00
2	Willow to multi-color swimming star	glitter tail	\$92.00	\$184.00
2	Jellyfish	glitter tail	\$93.00	\$186.00
Category Shell Count: 6				\$1,539.80

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
2	Glittering silver to red chrysanthemum		\$97.40	\$194.80
1	Gold willow to white strobe with crackling pistil	Gold tail	\$97.40	\$97.40
Category Shell Count: 3				\$1,832.00

6 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	3D ghost peony		\$171.70	\$343.40
2	Aqua to multi color small flowers		\$171.70	\$343.40
1	Glittering willow to variegated with pistil	glitter tail	\$171.70	\$171.70
2	Purple to nishiki kamuro niagara falls double circles		\$171.70	\$343.40
2	Yellow to blue to green ghost peony		\$171.70	\$343.40
Category Shell Count: 9				\$3,377.30



J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

15% Free for Loyalty Program

8 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Glittering willow		\$303.00	\$606.00
Category Shell Count: 2				\$3,983.30

10 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Spring colors SOS with palm pistil		\$375.00	\$375.00
Category Shell Count: 1				\$4,358.30

12 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
1	Spangle chrysanthemum w/gold willow pistil and purple ring		\$820.40	\$820.40
Category Shell Count: 1				\$5,178.70

Section Shell Count: 44

Free for Customer Satisfaction

5 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
2	Stained Glass-Red Green Blue Yellow with Crackling	Glittering tail	\$93.00	\$186.00
Category Shell Count: 2				\$186.00

4 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
4	Glittering willow to variegated with pistil	glitter tail	\$45.60	\$182.40
Category Shell Count: 4				\$368.40

6 Inch Color Shells

Quantity	Name	Rising Effect	Price	Total
1	Glittering silver to red chrysanthemum		\$97.40	\$97.40
Category Shell Count: 1				\$465.80

6 Inch Special Effect Shells

Quantity	Name	Rising Effect	Price	Total
4	Multi-Color Flowers	/rising green flowers	\$171.70	\$686.80
2	Three pistils magenta lemon strobe		\$171.70	\$343.40
Category Shell Count: 6				\$1,496.00

Section Shell Count: 13



J&M Displays Proposal for: Lake Geneva Jaycees 63rd Annual Venetian Festival - 2025

This proposal includes an extension of our \$10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

Fireworks Price:	\$40,122.20
Discount:	\$5,736.70
Subtotal Fireworks:	\$34,385.50
Sales Tax:	
Local Sales Tax:	
Insurance Processing:	\$5,000.00
License and Permit:	
Shoot Fee:	\$4,000.00
Delivery:	\$2,500.00
Musical Firing:	
Shoot Cost:	
Equipment Rental:	
Barge/Pontoon Fee:	\$4,114.50
Total Price of Show:	\$50,000.00

Total Shot Count:	2027
Packing Check:	1087
Date of Display:	08/17/25
Customer Number:	10615

Summary of Free Items Added to Your Show

See Previous Pages for a Listing of Free Items

Free Items are Based on the \$34,385.50 Fireworks Subtotal

\$2,778.60	8% Free for Early Payment
\$5,178.70	15% Free for Loyalty Program
\$1,496.00	Free for Customer Satisfaction
\$9,453.30	Total Free

Total Value of Show is \$65,190.00. Your Price is \$50,000.00

Please Note the Following Comments:

The data in this proposal is confidential, and is to be accorded confidential treatment and shall not be disclosed other than to the official representative of the organization listed on the cover, and only then when in the evaluation of this proposal. Any reproduction of the contents of this proposal, whether in whole or in part, is expressly forbidden. J&M Displays, Inc. requests that all information be safeguarded from release pursuant to any request under the Freedom of Information Law of this state or any other state or jurisdiction; as it may cause competitive disadvantage to our company. The enclosed concepts and materials are the sole and exclusive property of J&M Displays, Inc. We reserve the right to make substitutions of equal or greater value. Prices and specifications are subject to change without notice. For choreographed displays the quantity and sizes of product may change based on the music selected; however, the dollar value of the product will remain the same.

This display gets an 8% early pay bonus, a 15% multi-year bonus, and a \$1500 Free For Advertising Bonus approved by Jim Oetken for the 63rd Anniversary.

VENETIAN FESTIVAL SHOOT SITE

LAKE GENEVA, WI

Legend

ATM (Stop-N-Go)

Bistro 220

Delaney Street Mercantile

Eye Contact

Feature 1

Feature 2

Feature 3

Feature 4

Feature 5

Jasmine Salon & Spa

Keefe Real Estate Inc

Kismet

Lake Geneva

Lake Geneva

Lake Geneva Cruise Line

Lake Geneva Post Office

Lake Geneva Public Library

Mill Creek Hotel

Park

Shorewest Realtors

Untitled Path

Staging Area

Barge Firing Position



Agenda Item Memo

City of Lake Geneva

Committee: Finance, Licensing, & Regulation Committee

Meeting Date: February 17, 2026

Subject / Title: Temporary Beer/Wine License-Venetian Fest

Submitted By: Clerk's Office

Background / Request

The Lake Geneva Jaycees have filed a Temporary Beer/Wine License Application for Venetian Fest 2026. The organization is a qualified applicant for a temporary license, the necessary background checks have been completed, and the appointed agent is qualified to serve as an agent on an alcohol license. This application is consistent with prior years' events and staff review uncovered no issues or concerns.

Fiscal Impact / Budget

- **Estimated Cost:** N/A
- **Funding Source:** N/A (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____
☐ Budget Amendment Required _____
- **GL Number:** _____

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

N/A

Recommendation:

Recommend to Council for approval.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
FLR	02/17/2026		
Council	02/23/2026		

Attachments (list any and all attachments that go with this item and memo)

Class "B" Beer / "Class" C Wine License Application

Reviewed by	Date:	Comments
PD	February 2026	Background Checks Complete
Clerk's Office	February 2026	Applicant Qualified

Temporary Alcohol Beverage License

License(s) Requested	Fees	
☒ Temporary "Class B" Wine ☒ Temporary Class "B" Beer	License Fees	\$ 10.00
	Background Check	\$
	Total Fees	\$ 10.00

Part A: Organization Information

1. Organization Name Lake Geneva Jaycees		
2. Organization Permanent Address PO Box 411		
3. City Lake Geneva	4. State WI	5. Zip Code 53147
6. Mailing Address (if different from permanent address) PO Box 411		
8. Date of Organization/Incorporation 01/01/62		9. State of Organization/Incorporation 01/01/62
10. Phone (262) 374-3272	11. Email aglass.lgjaycees@gmail.com	
12. Organization type (check one) ☒ Bona Fide Club ☐ Church ☐ Fair Association/Agricultural Society ☐ Veteran's Organization ☐ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? ☐ Yes ☒ No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Schmidt	Rob	President	
Felt	Keith	Past-President	
Glass	Andrew	Venetian Chairman	
Fuson	Nick	Treasurer	
Kolmos	Christian	Internal V. President	

Continued →

Part C: Event Information

1. Name of Event (if applicable) Venetian Festival			
2. Dates of Operation August 17th August 24th		3. Hours of Operation W-F 5p-12a, S-S 11:30a-12a	
4. Premises Address Flat Iron Park in Lake Geneva			
5. City Lake Geneva		6. State WI	7. Zip Code 53147
8. County Walworth	9. Governing Municipality ☒ City ☐ Town ☐ Village of: Lake Geneva		10. Aldermanic District 1
11. Organizer of Event (if not the named applicant) Andrew Glass		12. Email and/or Phone Number for Organizer of Event aglass.lgjaycees@gmail.com	
13. Organizer Website Venetianfest.com		14. Event Website Venetianfest.com	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Fenced in Beer Garden-Flat Iron Park Parking lot 100 Block of Center St.			

Part D: Attestation

Who must sign this application? • one officer or director of the nonprofit organization		
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.		
Last Name Glass	First Name Andrew	M.I.
Title Chairman		
Signature	Date	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 1/11/2026	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Agent Type (check one)☒ Original (no fee) ☐ Successor (\$10 fee for municipal licensees only)**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)

Lake Geneva Jaycees

2. Business Trade Name or DBA

Lake Geneva Jaycees

3. Entity Type (check one)

☐ Limited Liability Company☐ Corporation☒ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

Glass

2. First Name

Andrew

3. M.I.

J

8. State

WI

Part C: Agent Questions1. Have you satisfied the responsible beverage server training requirement? ☐ Yes ☒ No
Submit proof of completion.2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Glass	First Name Andrew	M.I. J
Title Venetian Chairman		
Signature	Date	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Glass	First Name Andrew	M.I. J
Signature	Date	



Certificate

RESPONSIBLE BEVERAGE SERVER

awarded to

Andrew Glass

This certificate represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

www.Wisconsin-Bartending.com

Training Provider

01/12/2026

Training Date

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

For events using City Parks or other Public Property.

Please fill in all blanks completely, as incomplete applications will be rejected.
Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the proposed event date for consideration.

Submit to: parksdirector@cityoflakegeneva.gov

Do not use this form if your event is on private property.

Section I- APPLICANT INFORMATIONName of Applicant: Tom JordanName of Event Organizer/Producer: Tom JordanProduction Company/Organization: J3 Events, Inc. FEIN #: 45-3219461Street Address: 2903 Sheffield DriveCity: New Lenox State: IL Zip code: 60451E-mail Address: mike@j3timing.comDaytime Phone: 734-223-1945 Cell Phone: 734-223-1945Are you a ☒ **Business/Individual** OR ☐ **Non-Profit Organization** 501(c) _____

EIN # (Tax Exempt Number): _____

*All non-profits must present a copy of their current Tax ID- EIN#

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation-** Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

☐ Flat Iron Park Brunk Pavilion \$250/day☐ Gazebo-Flat Iron Park \$125/day☐ Seminary Park Shelter \$75/day☐ Cobb Park Shelter \$75/day☐ Park Use (no shelter) \$75/day

Other Location: _____

☐ **Public Event-**Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/market, concert, community activity, parade. *Non-profits exempt from fees

Application fee: ☐ \$100- submitted at least 60 days prior
☐ \$300- submitted at least 45 days but fewer than 60 days prior

Select parks/facilities used during event, fees applied from list above:

Park Space

- ☐ Flat Iron Park
☐ Seminary Park
☐ Cobb Park
☐ Library Park
☐ Other: _____

Shelters

- ☐ Brunk Pavilion ☐ Gazebo
☐ Seminary Park Shelter
☐ Cobb Park Shelter

*Applicants for a Public Event Permit MUST attend the Committee & Council meetings where their applications are considered for approval.

Geneva Lake Distilling Wine Run 5k

1. Title of Event: _____
2. Date(s) of Event: Monday, September 7, 2026
3. Location(s) of Event: Studio Winery 401 E Sheridan Springs Rd, Lake Geneva, WI
4. Hours: Event starts at 11:00 PM & ends 2:15 PM. Setup starts 8:30 AM and tear down ends 3:00 PM
Include :Start Time & End Time of event, and set up and tear down times
5. Event Chair/Contact Person: Tom Jordan Phone: 815-354-6441
6. Day of Event Contact Name: Tom Jordan Phone: 815-354-6441
7. Is the event open to the public? ☒ Yes ☐ No
8. Will you charge an admission fee? ☒ Yes ☐ No
9. Estimated Attendance Number: 300
10. Basis for estimate: Event had 290 people last year
11. Will you be setting up a tent? ☐ Yes ☐ No

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

12. Will there be any animals? ☐ Yes ☒ No

If yes, what type and how many: _____

13. **Attach a detailed description of proposed event with map of the exact location of the event and/or route.**

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

Event volunteers and course marshals will walk the grounds at the completion of the event and pick up any trash. The event is starting and finishing at the Studio Winery.

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

Cones and course marshals used to ensure participant safety. Requesting presense of a police officer & squad car at Winery Entrance from roughly 10:45AM-2:15PM for assistance traffic control

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

If yes, please submit a fireworks display application.

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

If yes, please submit a completed Temporary Alcohol License & any necessary Temporary Operator License Applications to the City Clerk's office.

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.

19. Describe Signage to be used during event:

There will be yellow arrow signs directing the runners which way to go to stay on the course. There will be a "Runner ahead" sign

If using City Street Banner poles, submit a completed Street Banner Display Application.

Section III- STREET USE/CLOSURE-\$75 PER DAY PLUS COST OF BARRICADE RENTAL

- ☐ Street Closure ☒ Street Use ☐ N/A-Skip to Section IV

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.

Describe street(s) being used or closed. Attach additional pages if necessary & include a map.

Street closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

As last year the route uses Sheridan Springs Rd and the bike trail along Edwards Blvd. Course can be seen at <https://www.mapmyrun.com/routes/view/2792811649>

Section IV- PARKING REQUESTS

Will any parking stalls be used or blocked during the event? ☐ Yes ☒ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: _____

Total Number of Parking Stalls being Requested: _____

Parking Stall Location: _____

Attach a map showing location of requested stalls.

Section V - REQUESTS FOR ADDITIONAL SERVICES

Anticipated Services Beyond Facility/Park Space Use Will Result in Additional Fees

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

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

Section VI - SIGNATURE AND INDEMINIFICATION

Acknowledgements-Applicant Must Initial Each Item

1. MH The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather, other safety risks, or if event is found to be in violation of any conditions of the event permit issued. No refunds will be issued for cancellations due to safety risks or permit violations.
2. MH All Parks and Public Spaces must be left the way they were originally found.
3. MH Event Tear Down and Clean Up must be completed within time frame specified in the hours listed on page 2, unless prior arrangements are made with the Parks Director and/or other appropriate City Staff.
4. MH Applicant is responsible for the cost of damages or additional clean up resulting from event.
5. MH Applicant will be invoiced for damages or clean up charges. Failure to pay invoices will result in denial of any and all future event applications.
6. MH Must have a designated contact person on site and accessible at all times.
7. MH Application fees due upon submission. Facility/Park Space fees, Parking Fees, Additional Services Fees due at least 1 week prior to the start of the event.
8. MH Applicant is responsible for reporting any issues or concerns with event location to the appropriate City Department as soon as they are aware.
9. MH Any incomplete, misleading, or falsified information in this application will result in automatic denial.

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: Michael Holik Date: 1/26/26

For Office Use Only

Date Filed: _____ Fees: ☐ Exempt ☐ Charged Amt Due: _____

Required Approvals

Parks Director Signature: David Winger Date: 1/28/2026

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: Lt. Kaitlin Tietz Date: Jan 28, 2026
Lt. Kaitlin Tietz (Jan 28, 2026 10:26:02 CST)

☒ Approve ☐ Denied Notes: *Start time for event is 11:00am*

Fire Chief Signature:  Date: Jan 28, 2026
Detkowski (Jan 28, 2026 10:21:04 CST)

☒ Approve ☐ Denied Notes: _____

DPW Signature: Neil Waswo Date: Jan 29, 2026
Neil Waswo (Jan 29, 2026 06:37:19 CST)

☒ Approve ☐ Denied Notes: _____

As Needed Approvals

Parking Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

City Clerk Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: 2/17/2026

Council Meeting Date: 2/23/2026

Public Event-Save the Date Form

ONLY Public Events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form does not replace the application process for a City of Lake Geneva Event permit. An event permit application must be submitted each year.

Do not complete this form if your event is a private event.

Event Name: _____

Event Date: YR 20____: _____

YR 20____: _____

YR 20____: _____

All Park Facilities: _____

Name of Sponsoring Organization: _____

If Non-profit or Not-for-Profit: Tax ID / EIN #: _____

Contact First Name: _____ Last Name: _____

Phone/Mobile: _____

Email: _____

Notes/Request: _____



Agenda Item Memo

City of Lake Geneva

Committee: Council

Meeting Date: February 23, 2026

Subject / Title: Sidewalk Assessments

Submitted By: City Clerk

Background / Request

Repair and assess sidewalks in the City of Lake Geneva pursuant to the provisions of Section 66.0703 of the Wisconsin Statutes, Section 62-96 of the Lake Geneva Municipal Code.

Fiscal Impact / Budget

- **Estimated Cost:** \$21,120.00
- **Funding Source:** Project line for 2026 Streets (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☒ Within Budget _____ ☐ Over Budget _____
☐ Budget Amendment Required _____
- **GL Number:** Unknown

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

N/A

Recommendation:

Council - Motion to approve Resolution 26-R08 the preliminary 2026 Sidewalk Assessments

FLR - Move forward to Council for approval of Resolution 26-R08

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
FLR	02/17/26	8	Approved and sent to Council 02/23/2026
Council	02/23/26		

Attachments (list any and all attachments that go with this item and memo)

2026 Preliminary Sidewalk Assessment Packet – Kapur
Resolution 26-R08

Reviewed by	Date:	Comments
LR	02/13/2026	

RESOLUTION OF THE COMMON COUNCIL			
Preliminary resolution declaring intent to exercise Special Assessment Powers for the City of Lake Geneva 2026 Street Improvement Project			
Committee:	Finance and Licensing Committee considered on February 17, 2026		
Fiscal Impact:	N/A		
File Number:	26-R08	Date:	February 23, 2026

BE IT RESOLVED, by the Common Council of the City of Lake Geneva, Wisconsin, that:

1. The City of Lake Geneva, by its Common Council, hereby declare its intention to exercise its police power pursuant to Section 66.0703, Wisconsin Statutes, to levy special assessments against some or all of the property described in Attachment A, for benefits accruing to such property by the construction of Public Improvements, including sidewalks. The special assessments may include the direct and indirect cost of the Public Improvements, the resulting damages, the interest on bonds or notes, charges for the administrative staff of the City, and the cost of any engineering and legal services, and any other items of direct or indirect cost that may reasonably be attributed to the Public Improvements.
2. Whether the assessments will be deferred or not and whether the assessments will be payable in installments will be determined following the completion of a final special assessment report and following the public hearing required under Wis. Stat. § 66.0703(7). Please note that all assessments less than \$100 will not be paid in installments and will be payable on or before November 1, 2026.
3. The City Engineer is directed to prepare a report thereon consisting of:
 - a. Preliminary plans and specifications for said Public Improvements;
 - b. An estimate of the entire cost of the proposed Public Improvements;
 - c. A schedule of the proposed assessments;
 - d. A statement that the property against which the assessments are proposed is benefited.

Upon completion of such report, the City Engineer is directed to file copies thereof in the office of the City Clerk for public inspection.

Granted by action of the Common Council of the City of Lake Geneva this 23rd day of February 2026.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

Todd Krause, Mayor

Date

Attest:

Lacey L. Reynolds, City Clerk

Date

Special Assessment Report for Sidewalk Replacement & Installation

2026 Street Improvement Program

City of Lake Geneva
Lake Geneva, Wisconsin

Project No. 26.0136



02/13/2026



REPORT ON PROPOSED SPECIAL ASSESSMENTS FOR PUBLIC IMPROVEMENTS AGAINST PROPERTIES LOCATED IN THE CITY OF LAKE GENEVA, WISCONSIN

Pursuant to the provisions of Section 66.0703 of the Wisconsin Statutes, Section 62-96 of the Lake Geneva Municipal Code, and pursuant to the Preliminary Resolution adopted by the City of Lake Geneva Common Council on the date of February 23, 2026, the undersigned hereby files with the City Clerk of the City of Lake Geneva, located in Walworth County, Wisconsin, this report regarding the 2026 Street Program and its related Special Assessments.

Each of the real properties described herein against which the Special Assessments will be levied is benefited by this project, and this construction project is being done as an exercise of the police power of the City of Lake Geneva, Wisconsin, as allowed in Section 66.0703 of the Wisconsin Statutes.

The special assessments for each benefitted property are described in the *Assessment Schedules A, B, and C* attached to this report.

This project proposes completing public sidewalk removal and replacement on the East and West sides of Cook Street from Main Street to Geneva Street and the Southeast side of Wrigley Street from Center Street to Baker Street. The benefit of sidewalks improves and protects the health, welfare, and safety of pedestrians in the community. It is the Cities intent that a City-wide sidewalk system be in place and that all residents have access to this sidewalk system. For portions of the system that are not completed or in disrepair, special priority is to be given to sidewalks needed on the Safe School Routes and to accommodate pedestrian traffic on major arterial and collector streets.

Method of Determining Assessment. The City of Lake Geneva's policy is to assess 0-100% of the total construction costs, for new sidewalk and/or sidewalk replacement to the benefited properties on a square foot basis and an additional 2% of the contract costs to cover engineering, testing, and administrative costs.

This report consists of the following schedules attached hereto:

Schedule A – Terms of Special Assessment;

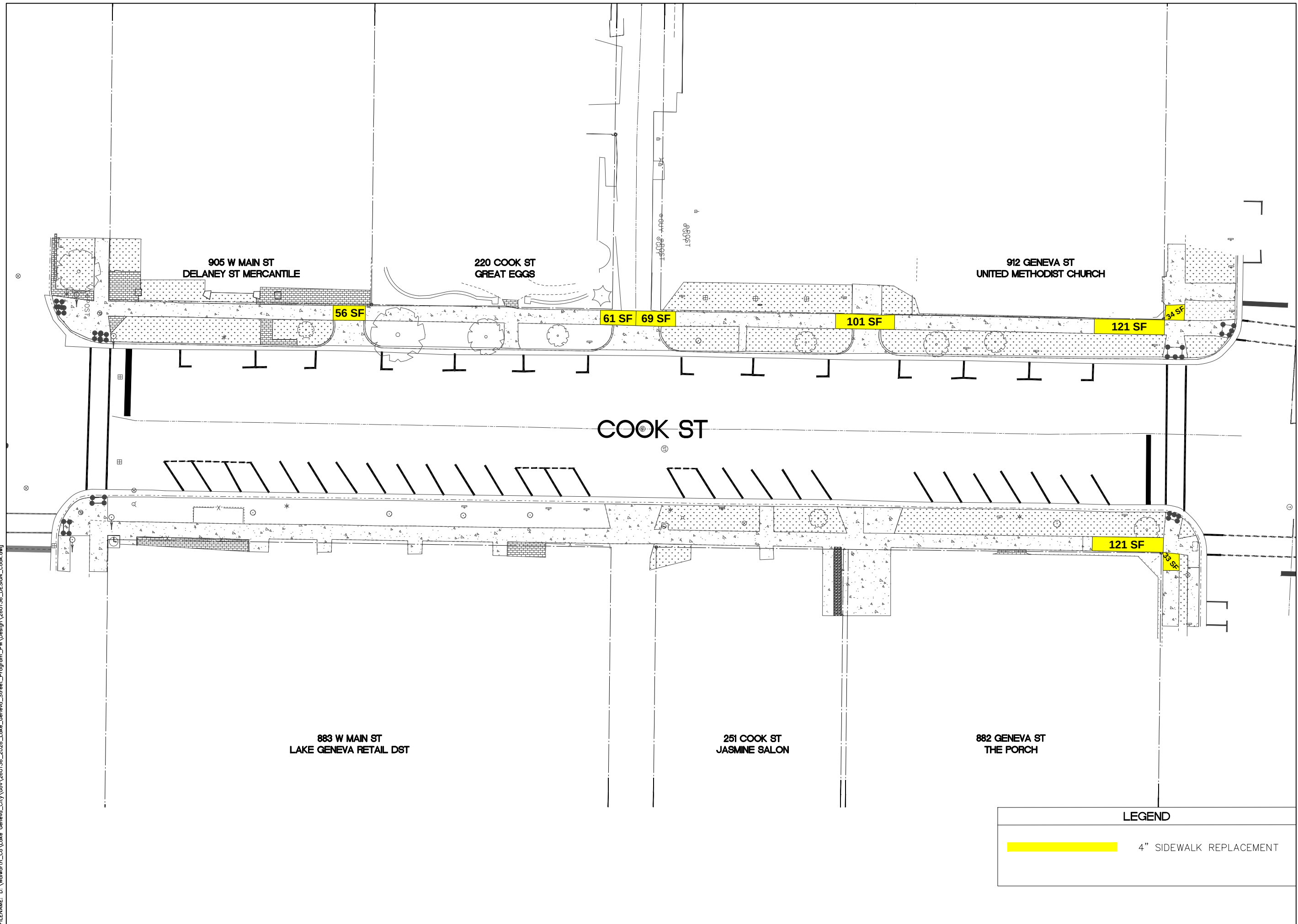
Schedule B – Two (2) pages of exhibits showing all properties for the 2026 Street Improvement Program sidewalk special assessment;

Schedule C – Estimated Cost of Proposed 2026 Street Improvement Program sidewalk special assessment per parcel;

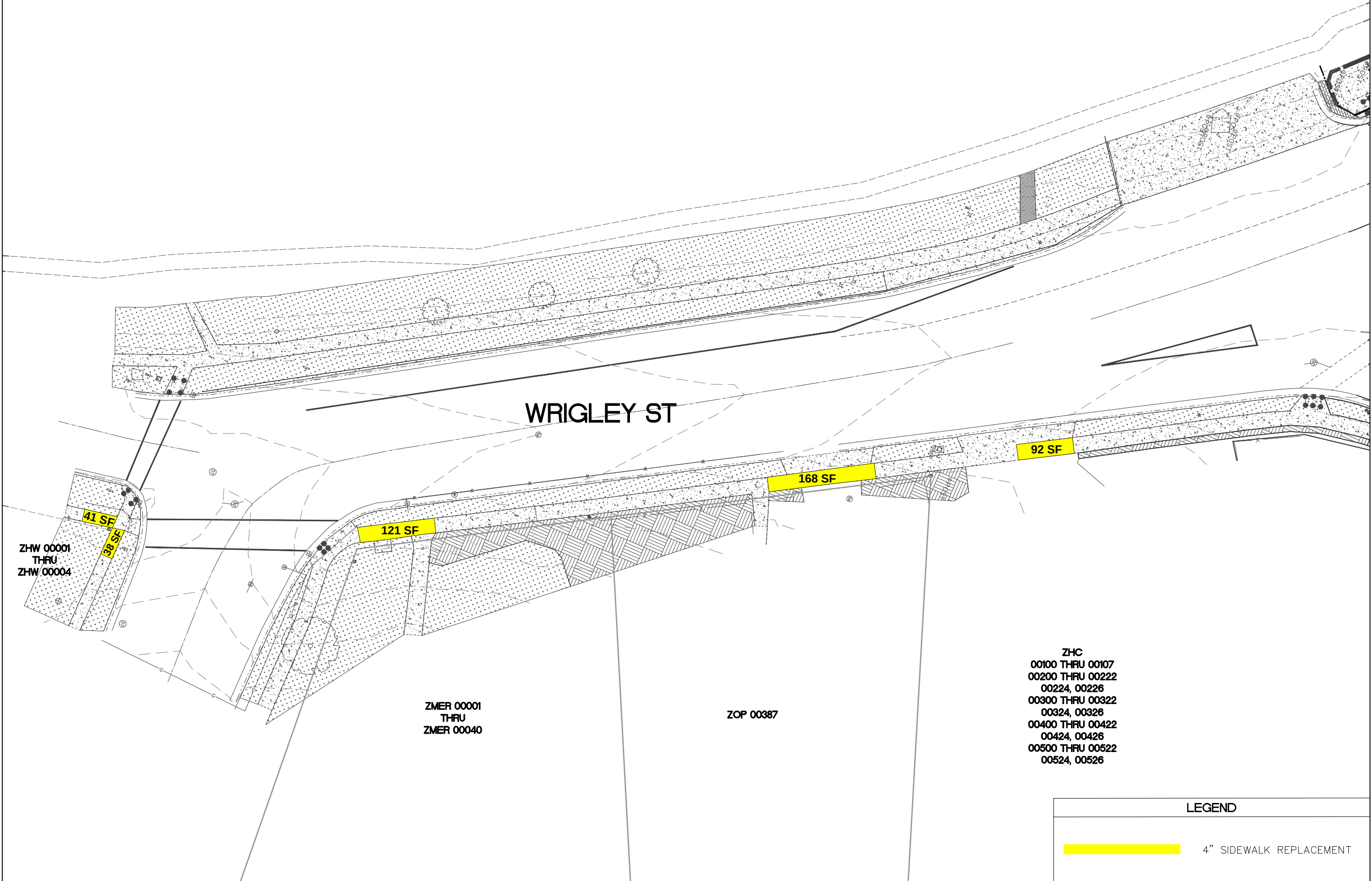


SCHEDULE A- Terms of the Special Assessment

1. The total estimated sidewalk project cost is \$21,120.00 which will be assessed on the benefitted properties. The City of Lake Geneva (the “City”) will pay for the cost of replacing sidewalk fronting city owned properties. The remaining estimated balance of the project will be assessed on the benefitted properties on per square foot basis along abutting property owner/s frontage. The total cost of the public improvements associated with the 2026 Street Improvement Program is estimated at \$750,000.
2. There are one hundred and fifty-seven (157) benefitted properties (the “Benefitted Properties”) in this Project. The one hundred and fifty-seven (157) Benefitted Properties are described in attached **Schedule C**.
3. A Benefitted Property owner may pay the full assessment to the City, without any interest thereon, on or before the date of November 1, 2026. If such special assessment is not paid in full to the City on or before November 1, 2026, then the said special assessment shall be placed on the tax roll of the Benefitted Property over ten (10) years, in the manner described in below Paragraph 6.
4. The special assessment amount shall be levied on each Benefitted Property, commencing with the 2026 tax roll for the Benefitted Property. Commencing on the date of January 1, 2027, interest shall accrue on the unpaid amount of the special assessment at the rate of Five Percent (5.0%) per annum until paid in full. **All assessments less than \$100 shall be paid in full on or before November 1, 2026.**
5. The special assessment, plus accrued interest, may be paid in full at any time by the Benefitted Property owner.
6. Pursuant to Section 66.073(11), Wis. Stats., if the final Project cost is less than the estimated Project cost used for the purposes of this Report, then the special assessments levied based on the Report’s estimated Project cost shall be proportionately reduced, in the manner provided for in that statute.



FILENAME: D:\Waltham_Co\Lake_Geneva_City\Gov\260136_2026_Lake_Geneva_Street_Program_PW\Design\260136_DESIGN_Wrigley.dwg





1224 S. Pine Street
Burlington, Wisconsin
53105
kapurinc.com

PROJECT:

2026 LAKE GENEVA
STREETS PROGRAM

LOCATION:

WALWORTH
COUNTY

CLIENT:



RELEASE:

PRELIMINARY
SIDEWALK
ASSESSMENT

REVISIONS:

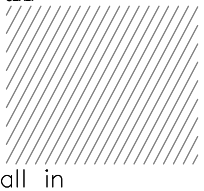
#	DATE	DESCRIPTION

NORTH ARROW:



SCALE:
0 15 30
IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL:



all in

SHEET:

WRIGLEY
SIDEWALK
ASSESSMENT
EXHIBIT

PROJECT MANAGER: NR
PROJECT NUMBER: 26.0136
DATE: 02/11/2026

SHEET NUMBER:

EX 2

LEGEND

 4" SIDEWALK REPLACEMENT

CITY OF LAKE GENEVA
2026 STREET IMPROVEMENT PROGRAM (SIDEWALK SPECIAL ASSESSMENT)
SCHEDULE C
DATE: Feb 12th, 2026

Property Owners	Parcel Number	Property Address					Mailing Address					4" R&R Sidewalk				Plus 2% Administrative	Total Cost
		Address 1	Address 2	City	State	Zip	Address 1	Address 2	City	State	Zip	Area	Unit	Unit Cost	Cost		
LAKE GENEVA UNITED METHODIST CHURCH I	ZA464800001	912 GENEVA ST		LAKE GENEVA	WI	53147	912 GENEVA ST		LAKE GENEVA	WI	53147	325	SF	\$ 20.00	\$ 6,500.00	\$ 130.00	\$ 6,630.00
NICHOLAS KAMMES	ZOP 00243	220 COOK ST		LAKE GENEVA	WI	53147	1224 E PINECREST LN		ELKHORN	WI	53121	61	SF	\$ 20.00	\$ 1,220.00	\$ 24.40	\$ 1,244.40
JEFFREY M LEONARD TRUST	ZOP 00243A	905 W MAIN ST		LAKE GENEVA	WI	53147	1504 DODGE ST		LAKE GENEVA	WI	53147	56	SF	\$ 20.00	\$ 1,120.00	\$ 22.40	\$ 1,142.40
HOUSE AROUND THE CORNER LLC	ZOP 00252	832 GENEVA ST		LAKE GENEVA	WI	53147	222 CENTER ST		LAKE GENEVA	WI	53147	154	SF	\$ 20.00	\$ 3,080.00	\$ 61.60	\$ 3,141.60
THOMAS J LEAHY	ZHC 00100	300 Wrigley Dr	100	LAKE GENEVA	WI	53147	233 MISTWOOD LN		CRYSTAL LAKE	IL	60014	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MIROSLAWA DULCZEWSKA-MILLER	ZHC 00101	300 Wrigley Dr	101	LAKE GENEVA	WI	53147	6211 N MILWAUKEE AVE		CHICAGO	IL	60647	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
TEAM S LLC	ZHC 00102	300 Wrigley Dr	102	LAKE GENEVA	WI	53147	3703 N BERNARD ST		CHICAGO	IL	60618	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
FLINTS INN INC	ZHC 00103	300 Wrigley Dr	103	LAKE GENEVA	WI	53147	4704 22ND AVE		KENOSHA	WI	53140	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
THOMAS V RUCKER	ZHC 00104	300 Wrigley Dr	104	LAKE GENEVA	WI	53147	PO BOX 352		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
HOLLY HOUSTON TRUST	ZHC 00105	300 Wrigley Dr	105	LAKE GENEVA	WI	53147	N3053 STATE RD 89		JEFFERSON	WI	53549	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MICHAEL J VITALE	ZHC 00106	300 Wrigley Dr	106	LAKE GENEVA	WI	53147	9500 CONGRESS PARK		BROOKFIELD	IL	60513	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
HOLLY HOUSTON TRUST	ZHC 00107	300 Wrigley Dr	107	LAKE GENEVA	WI	53147	N3053 STATE RD 89		JEFFERSON	WI	53549	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
JOHN JAY WESTRA TRUST	ZHC 00200	300 Wrigley Dr	200	LAKE GENEVA	WI	53147	370 S SCHMALE		CAROL STREAM	IL	60188	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS II LLC	ZHC 00201	300 Wrigley Dr	201	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
WILLIAM MCKENZIE JR TRUST	ZHC 00202	300 Wrigley Dr	202	LAKE GENEVA	WI	53147	1630 73RD ST		DARIEN	IL	60561	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
GARY BROESKI	ZHC 00203	300 Wrigley Dr	203	LAKE GENEVA	WI	53147	102 N CATHY LN		MT PROSPECT	IL	60056	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MOE & O PROPERTIES LLC	ZHC 00204	300 Wrigley Dr	204	LAKE GENEVA	WI	53147	6003 N NEVA AVE		CHICAGO	IL	60631	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
TCB RENTALS LLC	ZHC 00205	300 Wrigley Dr	205	LAKE GENEVA	WI	53147	400 WALTERS LN		ITASCA	IL	60143	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MOE & O PROPERTIES LLC	ZHC 00206	300 Wrigley Dr	206	LAKE GENEVA	WI	53147	6003 N NEVA AVE		CHICAGO	IL	60631	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
NEHA M PATEL	ZHC 00207	300 Wrigley Dr	207	LAKE GENEVA	WI	53147	953 LACOSTA AVE		BARTLETT	IL	60103	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
GWYNNE M KNUTSON	ZHC 00208	300 Wrigley Dr	208	LAKE GENEVA	WI	53147	1224 THORNWOOD LN		CRYSTAL LAKE	IL	60014	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
SCOTT W KRAMER	ZHC 00209	300 Wrigley Dr	209	LAKE GENEVA	WI	53147	3688 CARDINAL POINT TRL		VERONA	WI	53593	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
JOHN FLORINE TRUST	ZHC 00210	300 Wrigley Dr	210	LAKE GENEVA	WI	53147	14 ST CRONAN CT		CARY	IL	60014	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
DODGE FOSTER LLC	ZHC 00211	300 Wrigley Dr	211	LAKE GENEVA	WI	53147	1616 SHERIDAN RD	#4D	WILMETTE	IL	60091	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
WILLIAM MCKENZIE JR TRUST	ZHC 00212	300 Wrigley Dr	212	LAKE GENEVA	WI	53147	1630 73RD ST		DARIEN	IL	60561	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
JESSE INVESTMENT CO LP	ZHC 00213	300 Wrigley Dr	213	LAKE GENEVA	WI	53147	4921 ENCHANTED VALLEY RD		MIDDLETON	WI	53562	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
INTERNATIONAL FIRST FINANCIAL	ZHC 00214	300 Wrigley Dr	214	LAKE GENEVA	WI	53147	S84 W12785 BLUE HERON LN		MUSKEGO	WI	53150	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
BRANDEE L PIERANUNZI	ZHC 00215	300 Wrigley Dr	215	LAKE GENEVA	WI	53147	153 JEFFERSON LN		BLOOMINGDALE	IL	60108	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
DODGE FOSTER LLC	ZHC 00216	300 Wrigley Dr	216	LAKE GENEVA	WI	53147	1500 SHERIDAN RD UT 61		WILMETTE	IL	60091	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
SPAGNOLA LLC	ZHC 00217	300 Wrigley Dr	217	LAKE GENEVA	WI	53147	3360 HILLCREST RD		GENEVA	IL	60134	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CRAIG MILLER	ZHC 00218	300 Wrigley Dr	218	LAKE GENEVA	WI	53147	1212 NOBLE DR		PORT BARRINGTON	IL	60010	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
REINE SARMIENTO	ZHC 00219	300 Wrigley Dr	219	LAKE GENEVA	WI	53147	211-35 23RD AVE	#5B	BAYSIDE	NY	11360	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
INTERNATIONAL FIRST FINANCIAL	ZHC 00220	300 Wrigley Dr	220	LAKE GENEVA	WI	53147	S84 W12785 BLUE HERON LN		MUSKEGO	WI	53150	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS III LLC	ZHC 00221	300 Wrigley Dr	221	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MARK CARINI	ZHC 00222	300 Wrigley Dr	222	LAKE GENEVA	WI	53147	8701 W BELDEN AVE		RIVER GROVE	IL	60171	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS II LLC	ZHC 00224	300 Wrigley Dr	224	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS II LLC	ZHC 00226	300 Wrigley Dr	226	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS IV LLC	ZHC 00300	300 Wrigley Dr	300	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
LAMBROS J KLADIS	ZHC 00301	300 Wrigley Dr	301	LAKE GENEVA	WI	53147	10241 S 87TH AVE		PALOS HILLS	IL	60465	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MICHAEL J BOZZI JR	ZHC 00302	300 Wrigley Dr	302	LAKE GENEVA	WI	53147	7532 W HALESLA CT		ORLAND PARK	IL	60462	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MICHAEL C DAVIDS	ZHC 00303	300 Wrigley Dr	303	LAKE GENEVA	WI	53147	300 WRIGLEY DR UNIT 303		LAKE GENEVA	WI	53147	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
SAMUEL W WEAVER JR TRUST	ZHC 00304	300 Wrigley Dr	304	LAKE GENEVA	WI	53147	2444 ROLLING RIDGE LN		ELGIN	IL	60124	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
LAPANNO INVESTMENTS LLC	ZHC 00305	300 Wrigley Dr	305	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
INTERNATIONAL FIRST FINANCIAL	ZHC 00306	300 Wrigley Dr	306	LAKE GENEVA	WI	53147	C/O DONNA M GLEESING		MUSKEGO	WI	53150	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
LAPANNO INVESTMENTS LLC	ZHC 00307	300 Wrigley Dr	307	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
PATRICIA S ELTOFT TRUST	ZHC 00308	300 Wrigley Dr	308	LAKE GENEVA	WI	53147	829 S HAMMERSCHMIDT AVE		LOMBARD	IL	60148	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
HOLLY HOUSTON TRUST	ZHC 00309	300 Wrigley Dr	309	LAKE GENEVA	WI	53147	N3053 STATE RD 89		JEFFERSON	WI	53549	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
ALBERT V TASSI III	ZHC 00310	300 Wrigley Dr	310	LAKE GENEVA	WI	53147	190 S WOOD DALE RD	APT 602	WOOD DALE	IL	60191	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34

Property Owners	Parcel Number	Property Address					Mailing Address					4" R&R Sidewalk				Plus 2% Administrative	Total Cost
		Address 1	Address 2	City	State	Zip	Address 1	Address 2	City	State	Zip	Area	Unit	Unit Cost	Cost		
DODGE FOSTER LLC	ZHC 00311	300 Wrigley Dr	311	LAKE GENEVA	WI	53147	225 W ILLINOIS ST STE 300		CHICAGO	IL	60654	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
PETER J TEPLER TRUST	ZHC 00312	300 Wrigley Dr	312	LAKE GENEVA	WI	53147	4142 BAY BEACH LN UNIT 803		FORT MYERS BEACH	FL	33931	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
PATRICK GLEASON	ZHC 00313	300 Wrigley Dr	313	LAKE GENEVA	WI	53147	1304 ELM TREE RD		LAKE FOREST	IL	60045	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
FRANK J RICHTER	ZHC 00314	300 Wrigley Dr	314	LAKE GENEVA	WI	53147	647 SIGNAL HILL		BARRINGTON	IL	60010	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
HS HOTEL PROPERTIES LLC	ZHC 00315	300 Wrigley Dr	315	LAKE GENEVA	WI	53147	N8508 TOWNLINE RD		EAST TROY	WI	53121	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MACUSHLA LLC	ZHC 00316	300 Wrigley Dr	316	LAKE GENEVA	WI	53147	2671 MANN LN		BATAVIA	IL	60510	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS III LLC	ZHC 00317	300 Wrigley Dr	317	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
REM PROPERTIES LLC SERIES E	ZHC 00318	300 Wrigley Dr	318	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
WSA INC	ZHC 00319	300 Wrigley Dr	319	LAKE GENEVA	WI	53147	5N258 SWITCHGRASS LN		ST CHARLES	IL	60175	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
ROBERT VERLEN TRUST	ZHC 00320	300 Wrigley Dr	320	LAKE GENEVA	WI	53147	4704 22ND AVE		KENOSHA	WI	53140	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
DODGE FOSTER LLC	ZHC 00321	300 Wrigley Dr	321	LAKE GENEVA	WI	53147	1616 SHERIDAN RD UT 4D		WILMETTE	IL	60091	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
RONALD STURIANO	ZHC 00322	300 Wrigley Dr	322	LAKE GENEVA	WI	53147	568 SPARROW CT		LINDENHURST	IL	60046	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
ILJIA POTKONJAK	ZHC 00324	300 Wrigley Dr	324	LAKE GENEVA	WI	53147	8905 JACKSON PARK BLVD		WAUWATOSA	WI	53226	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
DAVID M DYER	ZHC 00326	300 Wrigley Dr	326	LAKE GENEVA	WI	53147	4704 22ND AVE		CHICAGO	IL	60645	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
ROBERT W LAWLER	ZHC 00400	300 Wrigley Dr	400	LAKE GENEVA	WI	53147	300 WRIGLEY DR #400		LAKE GENEVA	WI	53147	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS II LLC	ZHC 00401	300 Wrigley Dr	401	LAKE GENEVA	WI	53147	741 DEVON AVE		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
THOMAS RUCKER	ZHC 00402	300 Wrigley Dr	402	LAKE GENEVA	WI	53147	PO BOX 352		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
BRENETTE CLEMONS	ZHC 00403	300 Wrigley Dr	403	LAKE GENEVA	WI	53147	120 S WALNUT AVE		ARLINGTON HEIGHTS	IL	60005	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MARGARET M BRADY	ZHC 00404	300 Wrigley Dr	404	LAKE GENEVA	WI	53147	258 SPRING COVE DR		ELGIN	IL	60123	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS II LLC	ZHC 00405	300 Wrigley Dr	405	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
INTERNATIONAL FIRST FINANCIAL	ZHC 00406	300 Wrigley Dr	406	LAKE GENEVA	WI	53147	S84 W12785 BLUE HERON LN		MUSKEGO	WI	53150	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
HS HOTEL PROPERTIES LLC	ZHC 00407	300 Wrigley Dr	407	LAKE GENEVA	WI	53147	N8508 TOWNLINE RD		EAST TROY	WI	53121	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
BOGDAN GRZYMALA	ZHC 00408	300 Wrigley Dr	408	LAKE GENEVA	WI	53147	1919 FRANKLIN DR		GLENVIEW	IL	60025	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
NEHA M PATEL	ZHC 00409	300 Wrigley Dr	409	LAKE GENEVA	WI	53147	953 LACOSTA AVE		BARTLETT	IL	601030	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MARK CARINI	ZHC 00410	300 Wrigley Dr	410	LAKE GENEVA	WI	53147	8701 W BELDEN AVE		RIVER GROVE	IL	60171	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
NEHA M PATEL	ZHC 00411	300 Wrigley Dr	411	LAKE GENEVA	WI	53147	953 LACOSTA AVE		BARTLETT	IL	60103	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
AWB CORPORATION	ZHC 00412	300 Wrigley Dr	412	LAKE GENEVA	WI	53147	5N258 SWITCHGRASS LN		ST CHARLES	IL	60175	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS III LLC	ZHC 00413	300 Wrigley Dr	413	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
FRANK J RICHTER	ZHC 00414	300 Wrigley Dr	414	LAKE GENEVA	WI	53147	647 SIGNALHILL RD		NORTH BARRINGTON	IL	60010	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
REM PROPERTIES LLC	ZHC 00415	300 Wrigley Dr	415	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MARK CARINI	ZHC 00416	300 Wrigley Dr	416	LAKE GENEVA	WI	53147	8701 W BELDEN AVE		RIVER GROVE	IL	60171	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
REINE SARMIENTO	ZHC 00417	300 Wrigley Dr	417	LAKE GENEVA	WI	53147	211-35 23RD AVE #5B		BAYSIDE	NY	11360	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
YAHYA AHMADIAN	ZHC 00418	300 Wrigley Dr	418	LAKE GENEVA	WI	53147	1801 VOLLMER RD		FLOSSMOOR	IL	60422	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CAP INVESTMENTS II LLC	ZHC 00419	300 Wrigley Dr	419	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
CHARLES E BLISS	ZHC 00420	300 Wrigley Dr	420	LAKE GENEVA	WI	53147	7131 CALDWELL		CHICAGO	IL	60646	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
KATHERINE A BOSS	ZHC 00421	300 Wrigley Dr	421	LAKE GENEVA	WI	53147	317 N FAIRVIEW AVE		MT PROSPECT	IL	60056	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
GEORGE WALSH TRUST	ZHC 00422	300 Wrigley Dr	422	LAKE GENEVA	WI	53147	804 N CARLYLE LN		ARLINGTON HEIGHTS	IL	60004	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
STALEY FAMILY TRUST	ZHC 00424	300 Wrigley Dr	424	LAKE GENEVA	WI	53147	14150 CLIFTON LN		HOMER GLEN	IL	60491	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
WILLIAM G LERCH 1981 TRUST	ZHC 00426	300 Wrigley Dr	426	LAKE GENEVA	WI	53147	3712 N KEELER		CHICAGO	IL	60641	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
REM PROPERTIES LLC	ZHC 00500	300 Wrigley Dr	500	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
REINE SARMIENTO	ZHC 00501	300 Wrigley Dr	501	LAKE GENEVA	WI	53147	211-35 23RD AVE #5B		BAYSIDE	NY	11360	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
HILDA ISAAC	ZHC 00502	300 Wrigley Dr	502	LAKE GENEVA	WI	53147	PO BOX 5076		SKOKIE	IL	60076	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
AWB CORPORATION	ZHC 00503	300 Wrigley Dr	503	LAKE GENEVA	WI	53147	5N258 SWITCHGRASS LN		ST CHARLES	IL	60175	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
INTERNATIONAL FIRST FINANCIAL	ZHC 00504	300 Wrigley Dr	504	LAKE GENEVA	WI	53147	S84 W12785 BLUE HERON LN		MUSKEGO	WI	53150	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
REM PROPERTIES LLC SERIES D	ZHC 00505	300 Wrigley Dr	505	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
DENNIS GALLAGHER TRUST	ZHC 00506	300 Wrigley Dr	506	LAKE GENEVA	WI	53147	19W227 GLOUCHETTER WAY N		OAK BROOK	IL	75031	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MICHAEL S IGNOFFO	ZHC 00507	300 Wrigley Dr	507	LAKE GENEVA	WI	53147	126 RIVERSHIRE LN		LINCOLNSHIRE	IL	60069	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
JAWAD NUNES TRUST	ZHC 00508	300 Wrigley Dr	508	LAKE GENEVA	WI	53147	76 SILVER FOX LN		BELGRADE	MT	59714	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
LAPANNO INVESTMENTS LLC	ZHC 00509	300 Wrigley Dr	509	LAKE GENEVA	WI	53147	PO BOX 470		PARK RIDGE	IL	60068	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
LORRAINE R BJORNSTAD TRUST	ZHC 00510	300 Wrigley Dr	510	LAKE GENEVA	WI	53147	2870 RAINFIELD AVE		WESTLAKE VILLAGE	CA	91362	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
STRANGWAY HARBOR SHORES LLC	ZHC 00511	300 Wrigley Dr	511	LAKE GENEVA	WI	53147	5407 W PRINCETON PINES		FRANKLIN	WI	53132	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MAIN KEELER LLC	ZHC 00512	300 Wrigley Dr	512	LAKE GENEVA	WI	53147	300 WRIGLEY DR UT 512		LAKE GENEVA	WI	53147	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
RONDA STRAUBE TRUST	ZHC 00513	300 Wrigley Dr	513	LAKE GENEVA	WI	53147	0N725 WOODLAWN ST		WHEATON	IL	60187	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
SANDRA STONE RUFFALO	ZHC 00514	300 Wrigley Dr	514	LAKE GENEVA	WI	53147	3000 OASIS GRAND BLVD	TOWER ONE #1704	FORT MYERS	FL	33916	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
DORA LADER	ZHC 00515	300 Wrigley Dr	515	LAKE GENEVA	WI	53147	8250 KEELER		SKOKIE	IL	60076	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
ARADO MANAGEMENT INC	ZHC 00516	300 Wrigley Dr	516	LAKE GENEVA	WI	53147	13728 KIRKLAND DR		HUNTLEY	IL	60142	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34

Property Owners	Parcel Number	Property Address					Mailing Address					4" R&R Sidewalk				Plus 2% Administrative	Total Cost
		Address 1	Address 2	City	State	Zip	Address 1	Address 2	City	State	Zip	Area	Unit	Unit Cost	Cost		
BRANDEE L PIERANUNZI	ZHC 00517	300 Wrigley Dr	517	LAKE GENEVA	WI	53147	153 JEFFERSON LN		BLOOMINGDALE	IL	60108	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
MARIA MAKSYMCIUK	ZHC 00518	300 Wrigley Dr	518	LAKE GENEVA	WI	53147	3130 COTTONWOOD CT		HIGHLAND PARK	IL	60035	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
BRANDEE L PIERANUNZI	ZHC 00519	300 Wrigley Dr	519	LAKE GENEVA	WI	53147	153 JEFFERSON LN		BLOOMINGDALE	IL	60108	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
JOHN MORI	ZHC 00520	300 Wrigley Dr	520	LAKE GENEVA	WI	53147	PO BOX 8362		BARTLETT	IL	60103	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
TEAM S LLC	ZHC 00521	300 Wrigley Dr	521	LAKE GENEVA	WI	53147	300 WRIGLY DR UT 521		LAKE GENEVA	WI	53147	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
PIETRUCZYK FAMILY TRUST	ZHC 00522	300 Wrigley Dr	522	LAKE GENEVA	WI	53147	685 SKYE LN		INVERNESS	IL	60010	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
LAURA SCHMITT D	ZHC 00524	300 Wrigley Dr	524	LAKE GENEVA	WI	53147	6778 MAPLEBROOKE TRACE		MEDINA	OH	44256	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
EILEEN E DAVIS	ZHC 00526	300 Wrigley Dr	526	LAKE GENEVA	WI	53147	5308 CONEFLOWER DR		NAPERVILLE	IL	60564	0.85	SF	\$ 20.00	\$ 17.00	\$ 0.34	\$ 17.34
PREMIER HOLDINGS LLC	ZOP 00387	327 Wrigley Dr		LAKE GENEVA	WI	53147	327 WRIGLEY DR		LAKE GENEVA	WI	53147	168	SF	\$ 20.00	\$ 3,360.00	\$ 67.20	\$ 3,427.20
CARL COURTRIGHT TRUST	ZMER 00001	335 Wrigley Dr	200	LAKE GENEVA	WI	53147	10740 RACCOON CURVE		ORLAND PARK	IL	60467	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
MICHAEL J CORTEZ	ZMER 00002	335 Wrigley Dr	201	LAKE GENEVA	WI	53147	PO BOX 085131		RACINE	WI	53408	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
LINDA M MAKSYMCIUK	ZMER 00003	335 Wrigley Dr	202	LAKE GENEVA	WI	53147	3130 COTTONWOOD CT		HIGHLAND PARK	IL	60035	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
MARIA MAKSYMCIUK	ZMER 00004	335 Wrigley Dr	203	LAKE GENEVA	WI	53147	3130 COTTONWOOD CT		HIGHLAND PARK	IL	60035	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
CHARLES B LORENZI	ZMER 00005	335 Wrigley Dr	204	LAKE GENEVA	WI	53147	1611 EVERGREEN LN		LAKE GENEVA	WI	53147	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00006	335 Wrigley Dr	205	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
JOHN PATRICK GEARY	ZMER 00007	335 Wrigley Dr	205.1	LAKE GENEVA	WI	53147	9344 BELL AVE		CHICAGO	IL	60643	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
DAVID PACK	ZMER 00008	335 Wrigley Dr	206	LAKE GENEVA	WI	53147	8820 LAKE RIDGE DR		DARIEN	IL	60561	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00009	335 Wrigley Dr	207	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00010	335 Wrigley Dr	208	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
CHARLES B LORENZI	ZMER 00011	335 Wrigley Dr	209	LAKE GENEVA	WI	53147	1611 EVERGREEN LN		LAKE GENEVA	WI	53147	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00012	335 Wrigley Dr	210	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
JEFFREY SANTO CASTORO TRUST	ZMER 00013	335 Wrigley Dr	300	LAKE GENEVA	WI	53147	1335 CHADWICK CT		WEST DUNDEE	IL	60118	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
ROGER SIMONSON	ZMER 00014	335 Wrigley Dr	301	LAKE GENEVA	WI	53147	725 JUNE BERRY RD		RIVERWOODS	IL	60015	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00015	335 Wrigley Dr	302	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
MATTHEW R POWELL	ZMER 00016	335 Wrigley Dr	303	LAKE GENEVA	WI	53147	12127 W EDGEWOOD DR		HOMER GLEN	IL	60491	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
DANIEL BURNS TRUST	ZMER 00017	335 Wrigley Dr	304	LAKE GENEVA	WI	53147	136 N BRAINARD AVE		LAGRANGE	IL	60525	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
CHARLES B LORENZI	ZMER 00018	335 Wrigley Dr	305	LAKE GENEVA	WI	53147	1611 EVERGREEN LN		LAKE GENEVA	WI	53147	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
FILIPINAS R MADRIAGA	ZMER 00019	335 Wrigley Dr	306	LAKE GENEVA	WI	53147	7256 W OLIVE AVE		CHICAGO	IL	60631	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
FILIPINAS R MADRIAGA	ZMER 00020	335 Wrigley Dr	307	LAKE GENEVA	WI	53147	4430 W OAK PARK AVE		HARWOOD HEIGHTS	IL	60706	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
CHARLES B LORENZI	ZMER 00021	335 Wrigley Dr	308	LAKE GENEVA	WI	53147	1611 EVERGREEN LN		LAKE GENEVA	WI	53147	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00022	335 Wrigley Dr	309	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
CHARLES B LORENZI	ZMER 00023	335 Wrigley Dr	310	LAKE GENEVA	WI	53147	1611 EVERGREEN LN		LAKE GENEVA	WI	53147	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
ALLEN RADOVICH	ZMER 00024	335 Wrigley Dr	311	LAKE GENEVA	WI	53147	30 GATES ST		CRYSTAL LAKE	IL	60014	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
CHARLES B LORENZI	ZMER 00025	335 Wrigley Dr	312	LAKE GENEVA	WI	53147	1611 EVERGREEN LN		LAKE GENEVA	WI	53147	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
RICHARD L LANDWEHR TRUST	ZMER 00026	335 Wrigley Dr	313	LAKE GENEVA	WI	53147	PO BOX 370		GILBERTS	IL	60136	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00027	335 Wrigley Dr	400	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
6654 WEST DEVON INC	ZMER 00028	335 Wrigley Dr	401	LAKE GENEVA	WI	53147	6634 W WOOD RIVER DR		NILES	IL	60714	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00029	335 Wrigley Dr	401	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
HAYDEH JUDAR TRUST	ZMER 00030	335 Wrigley Dr	403	LAKE GENEVA	WI	53147	710 THORN RIDGE CT UNIT F		FONTANA	WI	53125	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
CAP INVESTMENTS IV LLC	ZMER 00031	335 Wrigley Dr	404	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
TERRA VISTA PROPERTIES LLC	ZMER 00032	335 Wrigley Dr	405-6	LAKE GENEVA	WI	53147	1100 ONWENTSIA CT		NAPERVILLE	IL	60563	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
KERI LLC	ZMER 00033	335 Wrigley Dr	407	LAKE GENEVA	WI	53147	11605 RICHMOND LN		HUNTLEY	IL	60142	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00034	335 Wrigley Dr	408	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
SESTINO O MILITO	ZMER 00035	335 Wrigley Dr	409	LAKE GENEVA	WI	53147	PO BOX 472		PARK RIDGE	IL	60068	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
RICHARD L LANDWEHR TRUST	ZMER 00036	335 Wrigley Dr	410	LAKE GENEVA	WI	53147	PO BOX 370		GILBERTS	IL	60136	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
DEBORAH HILL TRUST	ZMER 00037	335 Wrigley Dr	411	LAKE GENEVA	WI	53147	540 W ALDINE AVE APT D		CHICAGO	IL	60657	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00038	335 Wrigley Dr	412	LAKE GENEVA	WI	53147	3101 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
GOLDEN TOUCH PROPERTIES LLC	ZMER 00039	335 Wrigley Dr	413	LAKE GENEVA	WI	53147	3103 N DUKE ST		DURHAM	NC	27704	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
BELLA VISTA SUITES ON THE SHORES OF LAKE GENEVA RESIDENTIAL CONDO ASSN INC	ZMER 00040	335 Wrigley Dr		LAKE GENEVA	WI	53147	335 WRIGLEY DR		LAKE GENEVA	WI	53147	3.03	SF	\$ 20.00	\$ 60.60	\$ 1.21	\$ 61.81
BEVERLY WARD TRUST	ZHW 00001	403 Wrigley Dr	1	LAKE GENEVA	WI	53147	16870 THOROUGH BRED DR		OLD MILL CREEK	IL	60083	19.75	SF	\$ 20.00	\$ 395.00	\$ 7.90	\$ 402.90
BARBARA A SOLTES TRUST	ZHW 00002	403 Wrigley Dr	2	LAKE GENEVA	WI	53147	14519 COUNTRY CLUB LN		ORLAND PARK	IL	60462	19.75	SF	\$ 20.00	\$ 395.00	\$ 7.90	\$ 402.90
LINDA JACKOWSKI 2019 TRUST	ZHW 00003	403 Wrigley Dr	3	LAKE GENEVA	WI	53147	403 Wrigley Dr	3	LAKE GENEVA	WI	53147	19.75	SF	\$ 20.00	\$ 395.00	\$ 7.90	\$ 402.90
ROBERT S TRUNT TRUST	ZHW 00004	403 Wrigley Dr	4	LAKE GENEVA	WI	53147	351 SANDALWOOD LN		SCHAUMBURG	IL	60193	19.75	SF	\$ 20.00	\$ 395.00	\$ 7.90	\$ 402.90
PROJECT TOTALS												1056	SF	\$ 20.00	\$21,120.00	\$ 422.40	\$21,542.40



Agenda Item Memo

City of Lake Geneva

Committee: Council

Meeting Date: February 23, 2026

Subject / Title: Resolution 26-R09 Amending Parking Department Schedule of Fees

Submitted By: Beth Gehris-Padro, Parking Operations Manager

Background / Request

Correct several items the Parking Department section of the Schedule of Fees to include Dates for Reserved Parking Stalls to reflect paid parking start dates implemented this year, return Fine for Improper Use or Display of Sticker Parking Ticket to \$20, and add late fines for tickets that are implemented but missing on the fee list.

Fiscal Impact / Budget

- **Estimated Cost:** N/A
- **Funding Source:** Click or tap here to enter text. (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____
☐ Budget Amendment Required _____
- **GL Number:** _____

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

None. Paid parking start date was approved by council in 2025. Change of citation fine repairs and addition of late fines fixes clerical errors from 2023.

Recommendation:

From FLR-moved forward to Council for approval
Motion to approve Resolution 26-R09 Amend Parking Department Schedule of Fees

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
FLR	February 17, 2026	7	Recommended approval
Council	February 23, 2026		

Attachments (list any and all attachments that go with this item and memo)

Resolution of the Common Council form
Fee Schedule 04-Parking Fees 2026

Reviewed by	Date:	Comments
BGP	2/18/2026	Sending to Council

RESOLUTION OF THE COMMON COUNCIL

Resolution amending the Parking Dates for Reserved Parking Stalls, Fine for Improper Use or Display of Sticker Parking Ticket and correcting missing late fines for Over the Line and Violations in Lot F from the Parking Department section of the Schedule of Fees.

Committee:	Finance, Licensing, and Regulation February 17, 2026
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Fiscal Impact:	N/A
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File Number:	26-R09	Date:	February 23, 2026
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Whereas, the City of Lake Geneva Municipal Code states that the various City fees be set by resolution of the Council from time to time; and,

Whereas, the City of Lake Geneva keeps a Schedule of Fees that is amended and adopted from time to time as needed by resolution of the City Council; and,

Whereas, city staff has reviewed and is recommending updates to the fees related to Parking Rates and Ticket Fines; and,

Now, therefore, be it resolved, that the fees related Parking Rates and Parking Tickets section of the City of Lake Geneva Schedule of fees be amended and adopted as highlighted in red in the attached, effective February 23, 2026.

Granted by action of the Common Council of the City of Lake Geneva this 23rd day of February 2026.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

Todd Krause, Mayor Date

Attest:

Lacey L. Reynolds, City Clerk Date



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.

Parking Department	
Parking Stickers-Valid for 2 Year Period, Begins in Even Numbered Years-3 Hours Free Parking/Day	
Resident & Non-Resident Residence Owners	4 free per residence Each additional \$25.00
Business Owner	\$50.00-2 Year \$25.00-1 Year
Walworth County Resident	\$160.00-2 Year \$80.00-1 Year
Walworth County Resident-Senior Citizen (65 & Older)	\$130.00-2 Year \$65.00-1 Year
Parking Lot Permit	\$400.00 Annual
Parking Rates	
All Parking Stalls (Monday through Thursday)	\$2.00 per hour
All Parking Stalls (Friday through Sunday)	\$4.00 per hour
Reserved Parking Stalls & Contractor Permits	
The last Wednesday of January-February 1 through November 14	\$20.00 per day per stall plus \$10.00 admin fee
November 15 through January 31-the last Tuesday of January	\$10.00 per day per stall plus \$10.00 admin fee
Parking Tickets	
Expired Stall	\$30.00
More than 3 Motorcycles	\$30.00 each
Improper Use or Display of Sticker	\$20.00-\$30.00
Backed into Parking Stall	\$30.00
Compact Car Only	\$30.00
No Parking Zone	\$30.00
Over the Line	\$30.00
Parking by Fire Hydrant	\$30.00
Handicap Zone	\$150.00
Parking with Trailer or Trailer Alone in Sage St Lot D	\$30.00
Parking any Vehicle Without a Trailer or With an Occupied Trailer in Boat Launch Parking Lot F	\$30.00
Parking Ticket Late Fees	
Expired Stall After 10 Days	\$60.00
More than 3 Motorcycles after 10 Days	\$60.00 each
Backed into Parking Stall after 10 Days	\$60.00



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

Compact Car Only after 10 Days	\$60.00
No Parking Zone after 10 Days	\$60.00
Over the Line after 10 days	\$60.00
Parking by Fire Hydrant after 10 Days	\$80.00
Handicap Zone after 10 Days	\$300.00
Second Collection Letter Fee	\$6.00
Vehicle Suspension Release Fee	\$20.00
Parking any Vehicle Without a Trailer or With an Occupied Trailer in Boat Launch Parking Lot F after 10 days	\$60.00



Agenda Item Memo

City of Lake Geneva

Committee: Council

Meeting Date: February 23, 2026

Subject / Title: BBeer/Above Quota B Liquor License Application-Horticultural Hall

Submitted By: Clerk's Office

Background / Request

Horticultural Hall has filed a combination Class B Beer / Above Quota Class B Liquor license application in order to lawfully continue their existing operations as an event venue.

The applicant has received their Qualified Event Venue Certification from the DOR, confirming that they are eligible to obtain a Class B Liquor License through the Above Quota Exception pursuant to WI Stats 125.51(4)(v)5. The applicant is otherwise qualified to hold an alcohol license, the necessary background checks have been passed, and the required notice has been published in the paper.

One topic to address in the approval motion is that Statute 125.68 (3) prohibits Class B Liquor licenses from being issued to a premises for which the main entrance is less than 300 ft from the main entrance of a school, hospital, or church; unless this provision is waived by a majority vote of the Council. The front entrance of Horticultural Hall is within 300 ft from the main entrance of the Holy Communion Episcopal Church, so a motion to recommend approval would also need to waive this provision.

Fiscal Impact / Budget

- **Estimated Cost:** N/A
- **Funding Source:** N/A (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____
☐ Budget Amendment Required _____
- **GL Number:** _____

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

N/A

Recommendation:

Approve the application and grant the license.

Recommended motion language: Motion to waive statutory provision prohibiting issuance of a Class B Liquor License within 300 ft of a church, and to approve the Class B Beer/ Above Quota Class B Liquor License application filed by the Geneva Area Foundation dba Horticultural Hall.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
FLR	02/17/2026	5a	FLR recommended approval.
Council	02/23/2026		

Attachments (list any and all attachments that go with this item and memo)

Class "B" Beer / Above Quota "Class B" Liquor License Application

Reviewed by	Date:	Comments
PD	February 2026	Background Checks Complete
B&Z	February 2026	Premise reviewed
Clerk's Office	February 2026	Application Reviewed

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	<u>City of Lake Geneva</u>
License Period	

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$ _____
- ☐ "Class A" Liquor \$ _____ ☒ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ _____

** Above Quota Exception
Pursuant to 125.51(4)(v)5*

Fees	
License Fees	\$ _____
Background Check Fee	\$ _____
Publication Fee	\$ <u>25</u>
Total Fees	\$ _____

*pd
2/16/24*

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship)

Geneva Area Foundation

2. Business Trade Name or DBA

Horticultural Hall

4. Wisconsin Seller's Permit Number

456-1026826670-05

5. Entity Type (check one)

- ☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☒ Nonprofit Organization

6. State of Organization

WI

7. Date of Organization

01/13/1954

8. Wisconsin DFI Registration Number

6G03599

9. Premises Address

330 Broad St.

10. City

Lake Geneva

11. State

WI

12. Zip Code

53147

13. County

Walworth

14. Governing Municipality: ☒ City ☐ Town ☐ Village

of: Lake Geneva

15. Aldermanic District

ONE

16. Premises Phone

(262) 248-4382

17. Premises Email

director@horticulturalhall.com

18. Website

www.horticulturalhall.com

19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

See attached floor plan - all locations as noted

20. Mailing Address (if different from premises address)

P.O. Box 71

21. City

Lake Geneva

22. State

WI

23. Zip Code

53147

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated

Location

Trial Date

Penalty Imposed

Was sentence completed? ☐ Yes ☐ No

Law/Ordinance Violated

Location

Trial Date

Penalty Imposed

Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol ... ☐ Yes ☒ No
beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? ... ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ... ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity

4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ... ☒ Yes ☐ No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ... ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ... ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Gallagher	Elizabeth	Executive Director	
Thompson	William	President	
Buttleman	Michael	Treasurer	
see attached for more			

Part D: Attestation

One of the following must sign and attest to this application:

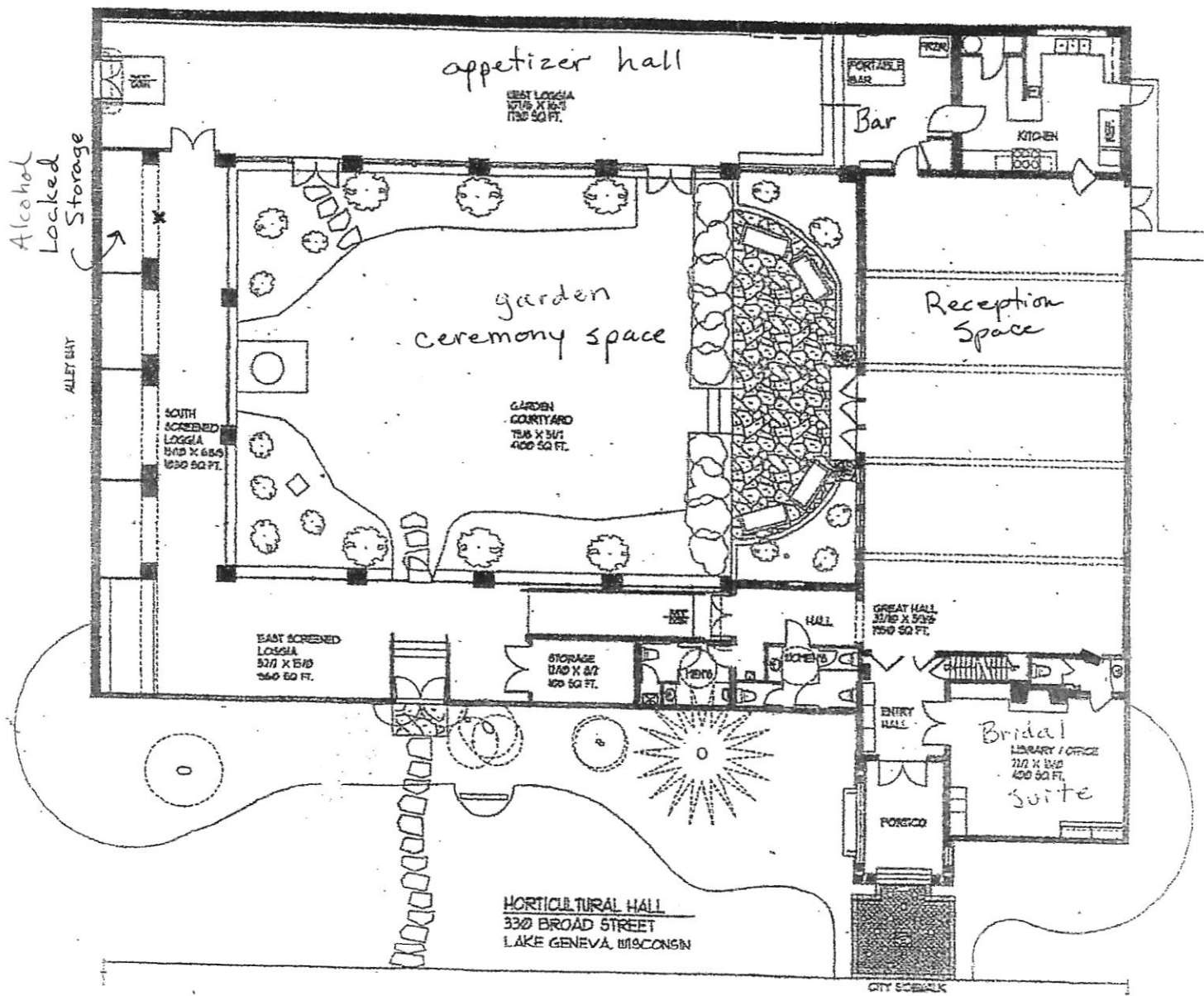
- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
Thompson	William	H
Title		
President		
Signature	2/5/26	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
2/16/24			
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	



Appetizer Hall – used for cocktail and appetizers

Reception Hall – used for wedding receptions, children and adult birthday parties, meetings, library and other non-profit meetings, Dance and singer practices

Garden used for wedding ceremonies

Bridal Suite/Library/small meeting room – used for meetings, and place for bride to get ready

Alcohol stored in Locked Storage Space
+ Invoices

Alcohol Beverage Appointment of Agent

Date

Agent Type (check one)

- ☒ Original (no fee) ☐ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Geneva Area Foundation

2. Business Trade Name or DBA

Horticultural Hall

3. Entity Type (check one)

☐ Limited Liability Company

☐ Corporation

☒ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License ☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

Gallagher

2. First Name

Elizabeth

3. M.I.

A

8. State

WI

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.
2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No
3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
Thompson	William	H
Title	Email	
President		
Signature	Date	
<i>William H Thompson</i>	1/29/26	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
Gallagher	Elizabeth	A
Signature	Date	
<i>Elizabeth A Gallagher</i>	01/29/26	



Responsible Serving of Food and Alcohol

Wisconsin Responsible Serving of Alcohol

This certificate confirms that

Elizabeth Gallagher

**has successfully passed the Rserving Responsible Serving of Alcohol course of study.
This is a Wisconsin Department of Revenue approved Responsible Beverage Server Training
Course in compliance with Sec. 125.17 (6) and 125.04 (5) (a) 5. Wis. Stats.**

AUTHENTIC



Certificate #: PSCC10000863581
Award Date: 02-11-2026
Expiration Date: 02-10-2028

To verify this certificate, go to Rserving.com.

Robert V Graham

Robert Graham, President/CEO



Agenda Item Memo

City of Lake Geneva

Committee: Common Council

Meeting Date: 23FEB2026

Subject / Title: Beach Bracelet QR Code

Submitted By: Harbormaster Erick Nicia from PHL on 10FEB2026

Background / Request

As a cost-saving measure for the City and to promote local businesses, the Harbormaster proposed adding a QR code to the daily Riviera Beach bracelets. These bracelets are issued to daily visitors, primarily tourists, and not to residents. A QR code allows information to be shared efficiently without taking up significant space, making it well suited for use on the bracelet.

The intent was to partner with an organization that maintains a well-established website featuring Lake Geneva businesses. Visit Lake Geneva was selected due to its tourism-focused mission and comprehensive business listings.

On November 11 2025, the Piers, Harbor & Lakefront committee (PHL) approved linking the QR code to the Visit Lake Geneva website. On November 24, 2025, City Council requested additional information and alternative options that would include the Business Improvement District (BID). A meeting was held on December 2, 2025, with City of Lake Geneva staff, a BID representative, and Visit Lake Geneva representative. At that meeting, all parties agreed that only one QR code should be placed on the bracelet and that it should link to the Visit Lake Geneva website. In addition, Visit Lake Geneva proposed adding in a "Shops of the Riviera" landing page.

On January 12, 2026, City Council voted not to approve the proposal and referred the matter back to the PHL Committee given concerns that Visit Lake Geneva website advertises businesses outside of the City of Lake Geneva.

On February 10, 2026 PHL approved the daily bracelets to have a single QR code linking to Visit Lake Geneva's website.

The Visit Lake Geneva's website is the only platform that can promote businesses throughout the entire City of Lake Geneva. Businesses have the choice to be on Visit's website by paying a membership. The BID's website is limited to downtown businesses, and the Visit Lake Geneva website cannot exclusively promote City-only businesses. Nearly 75% of businesses on the Visit Lake Geneva's website are businesses within the City of Lake Geneva.

Fiscal Impact / Budget

- **Estimated Cost:** Without QR Code Partnership with Visit Lake Geneva: \$2,931.00.
With Partnership: \$1,465.50 given Visit is willing to pay for 50% of the bracelet's cost.
- **Funding Source:** Lakefront Fund (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☒ Within Budget _____ ☐ Over Budget _____
☐ Budget Amendment Required _____
- **GL Number:** 40-54-10-53100

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

N/A

Recommendation:

Recommend approval of a single QR code on the Riviera Beach daily wristbands linking to Visit Lake Geneva’s website.

If the QR code is not approved, City of Lake Geneva residents will continue to cover the full cost of the bracelets with no corresponding promotional benefit. Additionally, the City would miss a zero-cost opportunity to drive additional tourist dollars to local businesses.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
PHL	November 11, 2025	6	Approved
Common Council	November 24, 2025	15	Continued to January Council Meeting
Common Council	January 12, 2026	12	Failed, Sent back to PHL
PHL	February 10, 2026	6	Approved

Attachments (list any and all attachments that go with this item and memo)



Example of bracelet with QR code. Scan QR code to see how it functions and explore the Visit Lake Geneva website.

Reviewed by	Date:	Comments
David Winger, Parks Director	2/20/2026	



Agenda Item Memo

City of Lake Geneva

Committee: FLR Committee

Meeting Date: February 17, 2026

Subject / Title: Approval of NeoGov HRIS Software

Submitted By: Laura Pisarcik

Background / Request

The Finance Department has reviewed several Human Resource Information Systems (HRIS). After evaluating four different options, the team agreed on the NeoGov Software system. This system will integrate with the BSA platform that was just approved for the financial software system. It includes payroll, HR functions, and performance evaluations. The system will be used for payroll, reducing the previously planned costs of the BSA contract.

Fiscal Impact / Budget

- **Estimated Cost:** \$74,858.55
- **Funding Source:** Capital and Equipment fund (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☒ Within Budget 40,000-Capital and \$35,000 Equipment ☐ Over Budget _____
☐ Budget Amendment Required _____ No _____
- **GL Number:** 43-16-10-17010 and 50-00-00-58000

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

--

Recommendation:

Staff recommends approval with the possible motion as follows:

Move to approve the NeoGov software package as presented in the amount of \$74,858.55.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
FLR	2/17/26		
Common Council	2/23/26		

Attachments (list any and all attachments that go with this item and memo)

Quote for Software, Service Agreement, and Brochure of product

Reviewed by	Date:	Comments

City of Lake Geneva
 Cost Recap for Financial and HRIS Software
 February 17, 2026

Name	Description	Account Number	Budget	Orginial Contract	Adjusted Contract	Variance	Budget Balance
BS&A Software	Financial Software-Approved (1/26/26)	50-00-00-58000	125,000.00	119,540.00	75,530.00	(44,010.00)	
NeoGov	Human Resource Information System (HRIS)	50-00-00-58000 43-16-10-17010	- 58,000.00	74,858.55	74,858.55	-	
			183,000.00		150,388.55		32,611.45 Under Budget

THIS IS NOT AN INVOICE

Contract Records		Order Details	
Account Number:	A-645304	Order #:	Q-443616
Customer:	Lake Geneva, City of (WI)	Valid Until:	2/28/2026
Effective Employee Count:	179		
Sales Rep:	Addi Eisenfeld		

Customer Contact		Shipping Contact	
Billing Contact:	Lake Geneva, City of (WI)	Shipping Contact :	Lake Geneva, City of (WI) David DeAngelis
Billing Address:	PO Box 1263 Lake Geneva, WI 53147-6263	Shipping Address:	PO Box 1263 Lake Geneva, WI 53147-6263
Billing Contact Email:		Shipping Contact Email:	cityadmin@cityoflakegeneva.gov
Billing Phone:		Shipping Phone:	262-249-4098

Payment Terms		Notes:
Payment Term:	Net 30	
PO Number:		

Subscription Service

Year 1 (40% of licenses)

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Onboard Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$5,143.45
Onboard Setup	Services			179	Employee Based	\$2,183.00
Insight Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$5,878.60
Insight Setup	Services			179	Employee Based	\$3,274.50
Benefits Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$4,426.50
Benefits Setup	Services			179	Employee Based	\$4,513.00
Core HR Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$5,209.75
Core HR Setup	Services			179	Employee Based	\$4,513.00
Payroll Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$9,674.60
Payroll Setup	Services			179	Employee Based	\$4,513.00
Perform Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$7,984.20

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Perform Setup	Services			179	Employee Based	\$3,212.00
Time & Attendance Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$8,372.40
Time & Attendance Setup	Services			179	Employee Based	\$4,513.00
Governmentjobs.com Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$1,447.55
Governmentjobs.com Setup	Services			179	Employee Based	\$0.00
Year 1 (40% of licenses) TOTAL:						\$74,858.55

Year 2 (20% off licenses)

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Onboard Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$6,330.40
Insight Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$7,235.20
Benefits Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$5,448.00
Core HR Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$6,412.00
Payroll Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$11,907.20
Perform Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$10,645.60
Time & Attendance Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$11,163.20
Governmentjobs.com Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$2,227.00
Year 2 (20% off licenses) TOTAL:						\$61,368.60

Year 3

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Onboard Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$7,913.00
Insight Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$9,044.00
Benefits Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$6,810.00

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Core HR Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$8,015.00
Payroll Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$14,884.00
Perform Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$13,307.00
Time & Attendance Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$13,954.00
Governmentjobs.com Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$2,227.00
Year 3 TOTAL:						\$76,154.00
Total: \$212,381.15						

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

License Terms: Enterprise license denotes that Customer has purchased an enterprise wide license up to the employee count specified above. User based license denotes that Customer has purchased the number of licenses set forth in the quantity column. Item count denotes the number of items that Customer has licensed as set forth in the quantity column.

Payment Terms: All invoices issued hereunder are **due upon the invoice due date**. If the Order is for a period longer than one year, the fees for the first period shown shall be invoiced immediately and the fees for future years/periods shall be invoiced annually in advance of each 12 month period shown on the Order, but regardless of the billing cycle, Customer is responsible for the fees for the entire Order. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to Governmentjobs.com, Inc., (D/B/A NEOGOV).

Terms & Conditions: **This Order Form creates a legally binding contract on the parties.** Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "**NEOGOV**") and Customer, this Order Form and the services to be furnished pursuant to this Order Form are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the Subscription Start Date.

Special Condition:

If this Order Form is executed and/or returned to NEOGOV by the Customer after the Subscription Start Date stated in this Order Form, NEOGOV may adjust the Subscription Start Date and the corresponding Subscription End Date, without increasing the total fees, based on the date NEOGOV activates the subscription, provided the total length of the subscription term does not change. Following activation, any adjustments to such Subscription Start Date and Subscription End Date may be confirmed by reference to the invoice sent by NEOGOV.

THIS ORDER FORM HAS NOT BEEN APPROVED

NEOGOV

A One-Stop HR Suite for the Public Sector

Make work easier by streamlining everyday HR processes in one integrated system. Built based on public sector best practice, NEOGOV's easy-to-use platform is customizable to your needs to enhance your operations and efficiency. With modern solutions to the most pressing issues you face each day, you can put more focus on the work that matters.

What We Help You With



Recruitment

Get qualified public sector applicants for hard-to-fill positions.



Hiring

Reduce time-to-hire and onboard new employees in less time.



Development

Boost retention and empower employee career growth.



Performance

Give ongoing feedback in one place for easy, fair evaluations.



Documents & Workflows

Eliminate paper and time-consuming routing tasks.



Policies & Compliance

Keep staff up-to-date on critical content like policies and procedures.



Employee Information

Consolidate Core HR, benefits, payroll, and T&A.

“If you haven’t tried NEOGOV, you’re working too hard. You will realize how easy it is to run your whole staffing process without breaking a sweat.”

Andreas Pyper, City of Santa Barbara, CA

Recruit

Reach - Engage - Screen - Hire - Onboard - Measure



Attract | Candidate Relationship Management

- Experience the joy of getting **15% more applicants** without adding to your workload
- Stop wasting time sending emails **one by one** – instead reach hundreds of candidates at once



GovernmentJobs.com | Public Sector Job Board

- Stop wasting time reaching candidates who **aren't interested** in public sector work
- Feel confident in finding **qualified hires** with 177% more success than Indeed and 67% more success than LinkedIn



Insight | Applicant Tracking & Screening

- Be proud of how easy it is for candidates to **apply for your jobs** with a user-friendly process
- Make screening applicants a **breeze** with automation – and fill new positions without breaking a sweat



Vetted | Background Investigation Software

- Manage **public safety hiring in one system** with an integrated background investigation software
- Gain a **competitive edge and hire public safety roles faster** by completing investigations in less time



Onboard | New Role Onboarding

- Have **peace of mind knowing you're always compliant** with public sector new hire requirements
- Give new hires a **great first impression** by making it easy for them to complete new hire paperwork

“We went from 200 days average recruitment to 90 days per recruitment; that includes Public Safety, which tends to have a much longer and detailed exam plan.”

Deborah Erb, HR Business Analyst, San Luis Obispo County

How We Help You at Each Step of the Recruitment Process

AT Attract **IN** Insight **GJ** GovernmentJobs.com **ON** Onboard **&V** Vetted

Reach Candidates

- IN** **Create standard and custom** job applications with supplemental questions
- Assign points** to qualifications and questions
- Post job openings** and qualifications online that are mobile-friendly
- Collect exam and application payments** online
- GJ** **Market your jobs to 30M** public sector candidates

Engage Candidates

- AT** **Automatically notify** good-fit candidates of jobs
- Contact past applicants** to apply for new roles
- Tell your story** with custom landing pages for each department or recruitment event
- Collect candidate information** at recruitment events and easily follow up afterwards
- Send automated email campaigns** to candidates in your area

Screen Applicants

- IN** **Auto-score applicants** based on qualifications and application questions
- Screen and/or rank applicants** automatically by residency preference
- Create and export eligible lists**
- Send online canvassing letters** and track their delivery, receipt, and completion
- Let applicants self-schedule** interviews/exams
- Assign stakeholders** to review applicants
- Email and text applicants** with status updates
- &V** **Securely manage the background investigation process** for public safety hires

Schedule Appointment

Application Developer

Choose an appointment date/time:

County Administration Building
100 State Street
Grand City, CA 90927

Tuesday, October 24

10:00AM

11:00AM

2:00PM

Canvass Form

Budget Analyst

Respond by March 31

Availability Statement

☒ I am available for the position described above

☐ I am temporarily unavailable

☐ I am not available because:

☐ _____
☐ _____
☐ _____
☐ _____

How We Help You at Each Step of the Recruitment Process

AT Attract **IN** Insight **GJ** GovernmentJobs.com **ON** Onboard  Vetted

Hire Employees

IN Manage background checks

Send digital offer letters to candidates selected for hire

Collect compliant e-signatures on digital offer letters



Onboard Employees

ON **Set up custom onboarding portals** to make new employees feel welcome and showcase your culture

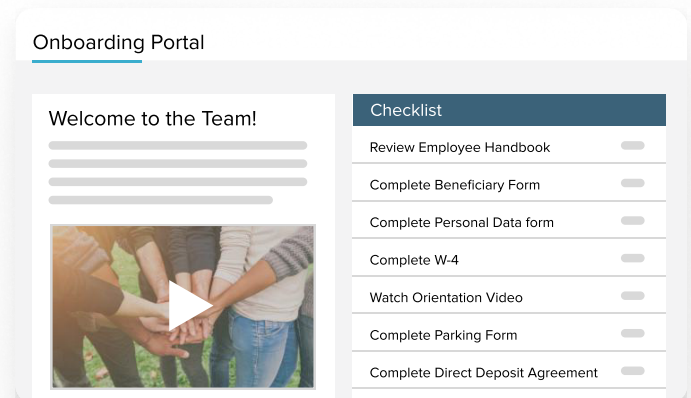
Send digital new hire paperwork to be completed before they start

Auto-populate employee info on new hire forms from their application in Insight

Assign and track new employee tasks and due dates

Pull job descriptions from Insight so new hires know exactly what's expected of them

View individual employee goals from Perform



Measure Activities

AT **Track recruitment email campaign metrics** like opens, clicks, applications, and qualified candidates

Measure which recruitment efforts result in the most hires

IN **Track time-to-hire** and compare job posting views to applications received

View and export reports on EEO data and see progress on D&I initiatives

ON **Track progress of onboarding activities** by employee and across the organization

Email Campaign Conversion

SENT
590

NOT SENT
13

OPENED
98%

CLICKED
25%

REPLIED
33.33%

FAILED
0%

Develop

Coach - Grow - Manage - Track



PE

Perform | Centralizing and Tracking Evaluations

- **Feel confident that your process is fair** with ongoing employee feedback vs. just once a year
- **Cultivate a culture of engagement and growth** rather than just checking a box
- **Stop struggling with tools that don't fit** your unique public sector processes

*"We have seen a transformation with Perform and **no longer have a widespread timeliness issue with the completion of evaluations.**"*

Julie Broome, HR Director, Union County

LE

Learn | Training Storage, Creation, and Tracking

- **Eliminate the hassle of managing your employee training** in multiple systems and places
- **Sleep easy knowing employees are up-to-date** on your required compliance training
- **Be confident employees have a clear path to grow** and stay committed to your agency

*"The features and functionality of the LMS software have allowed our organization to **drastically improve our compliance, engagement, and overall employee experience around training.**"*

Makayle L., Capterra Online Review

How We Enable Your Staff to be Successful in Their Role

PE Perform **LE** Learn

Coach

- PE** **Schedule periodic check-ins** to provide feedback and track progress to goals
- Give employees frequent feedback** on their performance throughout the year
- Collect feedback** from employees, managers, and others for a 360-view of performance
- Create Performance Improvement Plans (PIPs)** for employees based on their role
- LE** **Group training courses** together to create clear learning plans for employees

Employee Promotion Survey

SURVEY DETAILS QUESTION BUILDER

Question 1: Please rate the employee's performance:

★ ★ ★

Excellent Average Poor

Question 2: What are the employee's strengths?

Grow

- PE** **Set goals** for individual employees, including milestones and deadlines
- LE** **Connect training to performance plans** to support skill development
- Leverage online and classroom courses** and third-party training
- Create your own courses**, bring in existing ones, or choose from a library of 1,300+
- Attach custom quizzes** to learning materials to verify employee understanding

My Goal Tasks

8 2 1 5

Total On-Time Behind Not Started

Progress bars for tasks

How We Enable Your Staff to be Successful in Their Role

PE Perform

LE Learn

Manage

- LE** **Keep employees up-to-date** on required training with automated reminders
- PE** **Assign tasks** to employees and automate notifications to remind them of due dates
- Configure performance review** processes by department or position
- Build evaluation templates and rubrics** to score all employees on the same criteria
- Set custom rating scales** and weighted tasks for performance evaluations
- Use the best practice writing assistant** to avoid poorly worded feedback
- Collect e-signatures and automate routing** of changes, approvals, and reviews
- Allow employees to complete and view** their personal and direct report evaluations

Journal Entries for Casey Akers

Casey is on top of her projects and never misses a deadline. She balances a heavy workload, yet is still willing to help out others in the department when needed.

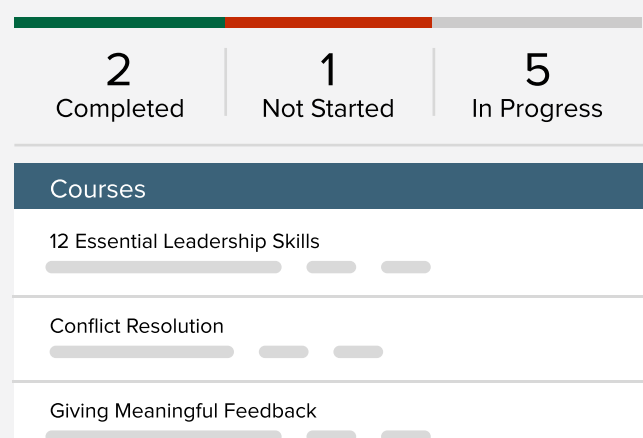
Share with...

- ☒ Employee
- ☒ Manager(s)
- ☐ Direct Manager's Manager

Track

- PE** **Track performance review status** and completion across managers and departments
- See historical information** on goals, journal entries, and evaluations
- Measure what can improve** with goal progress for staff, departments, and the agency
- LE** **Monitor and report on training**, and drill into specific courses, custom fields, and more
- Export reports** on attendance, quiz scores, and completion rates to prove compliance

Supervisor Learning Plan



Manage

Input - Empower - Pay - Measure



HR Core HR | Employee Lifecycle Management

- **Get excited to focus on more strategic work** instead of fulfilling tedious employee requests
- **Feel confident** that all your employee information is up-to-date and accurate
- **Don't waste time** re-entering the same employee data in multiple systems

BE Benefits | Benefit Plan Administration

- **Show your employees you care** with the ability to enroll in benefits with their loved ones at home
- **Free up your mind and your time** by automating the flow of information between Benefits and Payroll
- **Stop worrying** whether plans and offers are accurate for each employee

PR Payroll | Pay & Tax Processing

- **Give employees autonomy** with anytime access to pay stubs when they need it most
- **Stop spending countless hours generating payroll** at the end of the pay period, let Payroll calculate it
- **Gain peace of mind** never having to question if calculations are correct or if you're tax compliant

TA Time & Attendance | Employee Time Tracking

- **Show employees you value their time** by letting them view their PTO and request vacation online
- **Never stress about the nuances** – let the system handle eligibility, entitlement, and FMLA tracking
- **Eliminate the hassle of getting hours to payroll** with time tracking and payroll integration

*“Nobody believes me when I say we found **a solution that actually works**. The agencies near me do 90% of their process manually because of the amount of work keys. **NEOGOV can handle all our needs.**”*

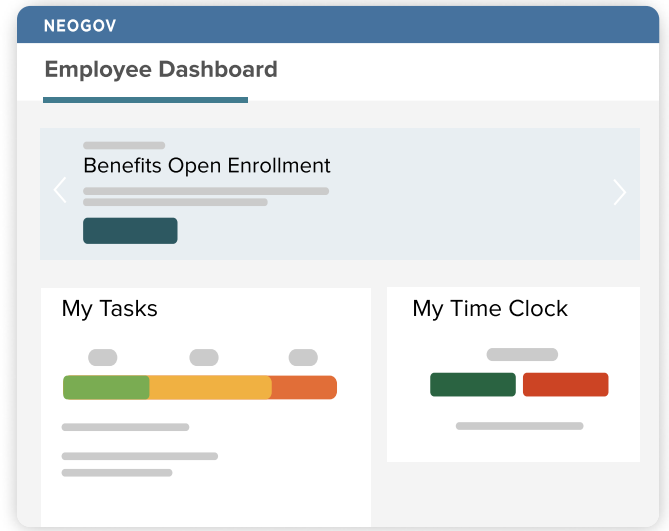
Tracy Knighton, HR Program Manager, Sacramento Housing & Redevelopment Agency, CA

How We Help You Simplify the Management of Employee Data

HR Core HR **BE** Benefits **PR** Payroll **TA** Time & Attendance

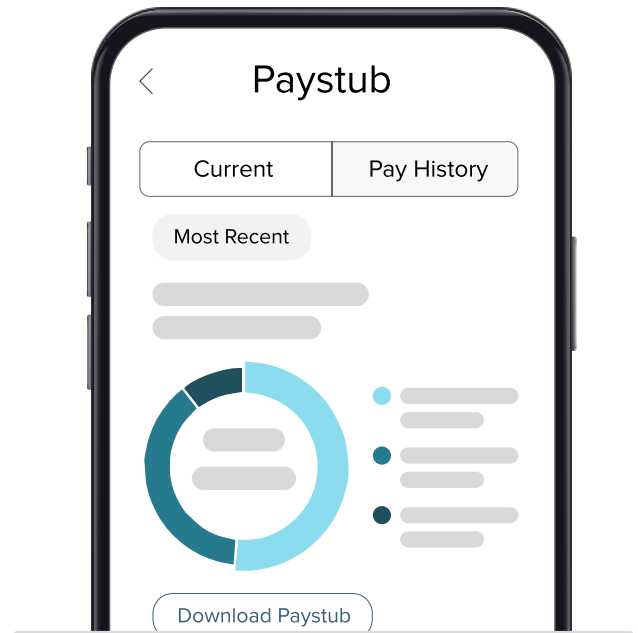
Input

- HR** Enter employee information in one location
- Set up approval workflows** for when employees change their information
- PR** Set up pay rates for employees and view pay history
- BE** Insert benefit plans available to employees
- TA** Add schedules and/or automatically collect hours for timesheets



Empower

- HR** Allow employees to enter and update their own information
- BE** Let employees easily enroll in benefits from anywhere
- TA** Give employees freedom to check their bank balances and request time off
- Enable employees** to clock in and out from a physical time clock or online
- PR** Allow employees to view pay stubs, update direct deposit info, and download tax forms



How We Help You Simplify the Management of Employee Data

HR Core HR **BE** Benefits **PR** Payroll **TA** Time & Attendance

Pay

TA

Automate the collection of hours for timesheets from time clock punches

Set up approval workflows for timesheets and time-off requests

Define daily, weekly, or other overtime rules to dynamically calculate overtime in payroll

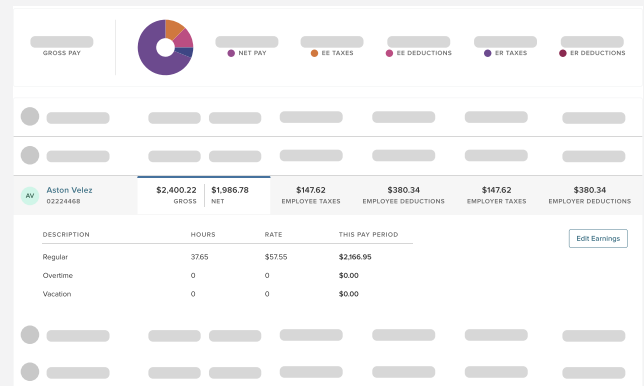
PR

Automatically calculate blended rates, even for mid-pay period changes, overtime, and retro pay per employee

Track taxable wages for benefits that require imputed income

Generate digital copies of W2s, 1095s, and/or 1094s

Payroll Exceptions



Measure

HR

Generate ad hoc and cross-functional reports exportable in Excel or .csv file format

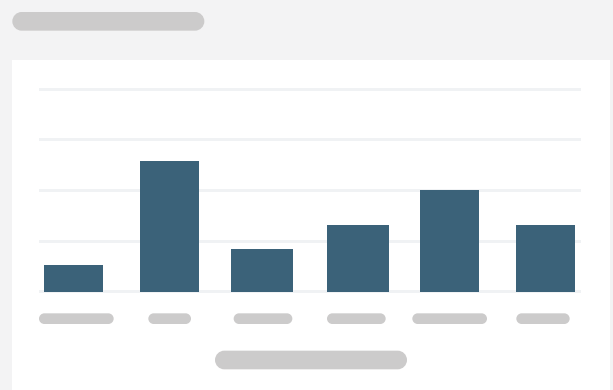
PR

Set schedules for payroll reports to be automatically sent to stakeholders

Run payroll reports for auditing purposes before finalizing payroll

Create charts with ad hoc reporting of cash requirements, for example, and schedule them out

Pay History: Amount





Implementation typically takes 90–120 days per product. Depending on the organization, concurrent implementations for multiple products are available.

Kickoff & Discovery

2 - 4 WEEKS

- Assign project lead and assemble project team
- Analysis of client requirements
- Review scope and responsibilities
- Reoccurring dedicated implementation meetings
- Meeting with implementation team to determine any specific client requirements

System Configuration

6 - 8 WEEKS

- Meetings with implementation consultant & customer
- Customer begins learning HRIS through self-paced training modules & practice environment
- Implementation consultant configures the system to meet customer needs
- Complete self-paced training and workbook exercises
- Establish security and admin settings
- Import employee data

Training & Validation

2 - 4 WEEKS

- Customer works with IC to test and validate everything is working properly
- Final production review
- Customer executes internal roll out plan
- Internal workflow and process training for end users based on configuration and setup
- Sign off and go live
- Introduction to Customer Support process

Weekly check-in meetings to provide support and guidance

Post-Implementation

ONGOING

- Transition to Customer Support
- Implementation Consultant available for 30 days for a smooth transition

*“We had a **really great implementation** team that stuck with us and helped us through all payrolls until we could complete one successfully on our own.”*

Jaime Holmes, HR Director Town of Mountain Village, CO

Comply

Manage - Organize - Update - Distribute - Track



eForms | Document Storage & Routing

- **Reduce stress** by having all your documents organized and easy to find
- **Rest easy** knowing your personnel files and forms are securely stored
- **Give employees comfort** that their requests are moving through the approval process

*“Between all the policy updates, furlough letters, and documents that needed to be signed by employees – **eForms has been our most important tool for tracking changes as they are happening.**”*

Randy Clark, IT Manager, Vernon Hills Park District



Policy | Policy Management & Compliance

- **Feel at ease knowing only one version** of every document exists
- **Don't lie awake at night worrying** if your employees signed off on critical policies and procedures
- **Stop dreading regular policy updates** with tools for easy collaboration

*“**Our employees are always up-to-date and well-versed in the latest knowledge.** Compared to the old-fashioned paper-and-folder technique, this has simplified and streamlined the process considerably. That is priceless to us.”*

Jairo R., Human Resources Director, G2 Online Review



eForms



Policy

Manage

eF

Convert any existing PDF into a digital form or create your own from scratch

Set user roles and control permissions to protect sensitive HR data

PO

Import documents with a simple drag-and-drop interface

Store and manage Microsoft Word, Excel, PowerPoint, PDF, JPEG, HTML, Google Docs, and video files

Control who can view, audit, and edit specific folders, documents, or users

Documents

Casey Akers

Folders > Onboard



I-9



Reverification



W-4



Copy of DL



Copy of SSN



W-2

Organize

eF

Store all completed forms in individual employee personnel files, including new hire paperwork from Onboard

PO

Organize and tag policies based on your preferred organizational structure

Easily find policies and procedures with full-text search, folder structures, tagging, and bookmarks

Update

PO

Edit documents using tools you know with Microsoft Word, Excel, PowerPoint, OneDrive, and Google Drive integrations

Automatically archive old versions of documents so employees can't view outdated information

Schedule recurring reviews for your policies and get automatic email reminders of your review dates



Find Anything

● _____

● _____

● _____

● _____

● _____

● _____

● _____

● Policies

● Organization Policies

● Department One Policies

● Department Two Policies

● Department Three Policies

● Finance Policies

● HR Policies

● _____

● _____

● _____

● _____

● _____

How We Help You Manage & Maintain Your Documents

eF eForms **PO** Policy

Distribute

- eF** **Allow employees to self-initiate** processes and track status to completion
- Set up custom routing paths** for the review and approval of HR forms
- Automatically send HR forms** to employees for review
- PO** **Route documents** for collaboration, review, or approval
- Automatically notify employees** when a policy is revised and requires their signature
- Compare versions** of a document side-by-side with color-coded highlighting
- Allow employees to search, view, and sign** policies from any device

Self Service Portal

Casey Akers

Life Events Update >

Overnight Parking >

Update Contact Info >

Direct Deposit >

Update Beneficiary >

Emergency Contact >

Update W-4 >

Update I-9 >

Track

- eF** **Automate the submission, tracking, and approval** of HR forms
- Collect e-signatures** on HR forms
- PO** **Collect e-signatures** on critical policies and procedures
- See outstanding items** like missing signatures to keep employees accountable
- View a complete audit trail** of changes throughout a document's lifecycle

Sexual Harassment Policy

Enter your Username and Password to sign this document.

Username

Password

Sign

Cancel

Integrations

Our flexible API makes it **easy to integrate the NEOGOV platform with any software** so you can enhance the capabilities of the NEOGOV platform and boost the productivity of your agency. Below are just a few of the most commonly used integrations available to you.

Document Management

Laserfiche®

MCCI

Consulting

accenture

ERP

CGI

OPENGOV

HRIS

CVTIME
management

UKG

Employment Screening

accurate.

AccuSource

Alliance2020
Vision through Insight

assurehire

Checkr

ChoiceScreening

ESR
EMPLOYMENT SCREENING RESOURCES®

FIRSTCHECK
APPLICANT SCREENING

InfoMart.

QUICKSEARCH
A WORKFORCE LOGIQ COMPANY

ScreeningOne®

Sterling

Universal
BACKGROUND SCREENING

verified First

Employment Testing

biddle
opportunity. for all

eSkill

SKILLCHECK.
A Symphony Talent Solution

.SHL.

Services

OUTSAIL

textio

Don't see what you're looking for?

To see all our integrations, visit neogov.com/marketplace.

Product Implementation Process

Implementation typically takes 90–120 days per product. Depending on the organization, concurrent implementations for multiple products are available.

Pre-Implementation

1 WEEK

- Assign Project Lead and assemble Project Team
- Business process and document review
- Guide CX Access
- Complete pre-kick-off call questionnaire
- Schedule kick-off call

System Configuration

8 - 10 WEEKS

- Self-paced online training and setup
- Hold kickoff call
- Review scope and responsibilities
- User configuration training
- Community overview
- Get training resources and project assignments
- Complete self-paced training and workbook exercises
- System configuration
- Establish security and admin settings
- Build forms, workflows, tables, checklists (specifics vary based on product)

Go Live Preparation

2 - 4 WEEKS

- Train internal users
- System validation
- Import employee data (depending on product)
- Internal workflow and process training for end users based on configuration and setup
- Final production review
- Sign off and go live
- Introduction to Customer Support process

Weekly check-in meetings to provide support and guidance

Post-Implementation

ONGOING

- Transition to Customer Support
- Implementation Consultant available for 30 days for a smooth transition

Why NEOGOV?



Built for the Public Sector

Made for the complexities of the public sector – and trusted for over 20 years.



Easy-to-Use

A modern interface and simple software your employees actually want to – and can – use.



One Login

A single login to access all your products in one integrated system, plus a mobile app.



Analytics and Reporting

View preloaded or custom dashboards and reports with data on your entire employee lifecycle.



Global Resource Library

Share job descriptions, forms, and processes from other government agencies.



Great Customer Service

Guidance and support from implementation and beyond, with 4.4/5 stars on Capterra.

*“We chose NEOGOV because of the customer service and the ease of use. **We don’t have IT do everything – we do it in HR ourselves.** Having a system we can run is very nice.”*

Teedara Garn, Cowlitz Public Utility District, WA

Trusted By



Ready to make processes easier for HR and your employees?

[Book an appointment](#) on our website to see how NEOGOV puts all your HR needs in one place.



THIS IS NOT AN INVOICE

Contract Records		Order Details	
Account Number:	A-645304	Order #:	Q-443616
Customer:	Lake Geneva, City of (WI)	Valid Until:	2/28/2026
Effective Employee Count:	179		
Sales Rep:	Dallin McCarthy		
Customer Contact		Shipping Contact	
Billing Contact:	Lake Geneva, City of (WI)	Shipping Contact :	Lake Geneva, City of (WI) David DeAngelis
Billing Address:	PO Box 1263 Lake Geneva, WI 53147-6263	Shipping Address:	PO Box 1263 Lake Geneva, WI 53147-6263
Billing Contact Email:		Shipping Contact Email:	cityadmin@cityoflakegeneva.gov
Billing Phone:		Shipping Phone:	262-249-4098
Payment Terms			
Payment Term:	Net 30	Notes:	
PO Number:			
Subscription Service			

Year 1 (40% of licenses)

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Onboard Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$5,143.45
Onboard Setup	Services			179	Employee Based	\$2,183.00
Insight Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$5,878.60
Insight Setup	Services			179	Employee Based	\$3,274.50
Benefits Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$4,426.50
Benefits Setup	Services			179	Employee Based	\$4,513.00
Core HR Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$5,209.75
Core HR Setup	Services			179	Employee Based	\$4,513.00
Payroll Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$9,674.60
Payroll Setup	Services			179	Employee Based	\$4,513.00
Perform Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$7,984.20

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Perform Setup	Services			179	Employee Based	\$3,212.00
Time & Attendance Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$8,372.40
Time & Attendance Setup	Services			179	Employee Based	\$4,513.00
Governmentjobs.com Subscription	Recurring	3/1/2026	2/28/2027	179	Employee Based	\$1,447.55
Governmentjobs.com Setup	Services			179	Employee Based	\$0.00
Year 1 (40% of licenses) TOTAL:						\$74,858.55

Year 2 (20% off licenses)

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Onboard Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$6,330.40
Insight Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$7,235.20
Benefits Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$5,448.00
Core HR Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$6,412.00
Payroll Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$11,907.20
Perform Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$10,645.60
Time & Attendance Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$11,163.20
Governmentjobs.com Subscription	Recurring	3/1/2027	2/29/2028	179	Employee Based	\$2,227.00
Year 2 (20% off licenses) TOTAL:						\$61,368.60

Year 3

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Onboard Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$7,913.00
Insight Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$9,044.00
Benefits Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$6,810.00

Item	Type	Start Date	End Date	Qty.	License Type	Total (USD)
Core HR Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$8,015.00
Payroll Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$14,884.00
Perform Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$13,307.00
Time & Attendance Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$13,954.00
Governmentjobs.com Subscription	Recurring	3/1/2028	2/28/2029	179	Employee Based	\$2,227.00
Year 3 TOTAL:						\$76,154.00
Total: \$212,381.15						

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

License Terms: Enterprise license denotes that Customer has purchased an enterprise wide license up to the employee count specified above. User based license denotes that Customer has purchased the number of licenses set forth in the quantity column. Item count denotes the number of items that Customer has licensed as set forth in the quantity column.

Payment Terms: All invoices issued hereunder are **due upon the invoice due date**. If the Order is for a period longer than one year, the fees for the first period shown shall be invoiced immediately and the fees for future years/periods shall be invoiced annually in advance of each 12 month period shown on the Order, but regardless of the billing cycle, Customer is responsible for the fees for the entire Order. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to Governmentjobs.com, Inc., (D/B/A NEOGOV).

Terms & Conditions: This Order Form creates a legally binding contract on the parties. Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEOGOV") and Customer, this Order Form and the services to be furnished pursuant to this Order Form are subject to the terms and conditions set forth in the NEOGOV Services Agreement affixed hereto. The Effective Date (as defined in the terms and conditions) shall be the Subscription Start Date.

Special Condition:

If this Order Form is executed and/or returned to NEOGOV by the Customer after the Subscription Start Date stated in this Order Form, NEOGOV may adjust the Subscription Start Date and the corresponding Subscription End Date, without increasing the total fees, based on the date NEOGOV activates the subscription, provided the total length of the subscription term does not change. Following activation, any adjustments to such Subscription Start Date and Subscription End Date may be confirmed by reference to the invoice sent by NEOGOV.

Your signature below constitutes acceptance of terms herein and contractual commitment to purchase the items listed above.

Accepted and Agreed By Authorized Representative of:
Lake Geneva, City of (WI)

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Accepted and Agreed By Authorized Representative of:
NEOGOV

Signature: _____

Printed Name: _____

Title: _____

Date: _____



THE INFORMATION AND PRICING CONTAINED IN THIS ORDER FORM IS STRICTLY CONFIDENTIAL.

SERVICES AGREEMENT

V011025

You agree that by placing an order through a NEOGOV standard ordering document such as an “Order Form”, “Service Order,” “Ordering Document,” “SOW” or other document mutually agreed by the parties detailing the services, pricing and subscription term (each, an “Order Form” for purposes of this Agreement), you agree to follow and be bound by the terms and conditions set forth herein. “Governmentjobs.com”, “NEOGOV”, “we”, and “our” means Governmentjobs.com, Inc. (D/B/A/ NEOGOV), for and on behalf of itself and its subsidiaries PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, “NEOGOV” and, where applicable, its other affiliates; “Customer”, “you”, “your” means the NEOGOV client, customer, and/or the subscriber identified in the Order Form).

“Services Agreement” or the “Agreement” shall be used to collectively refer to this NEOGOV Services Agreement, documents incorporated herein including the applicable Order Form, each Addendum (as applicable), and Special Conditions (if any). “Addendum” means each Addendum set forth either as an Exhibit hereto or otherwise made available at <https://www.neogov.com/service-specifications> (the “NEOGOV Site”) and, as applicable, made a part of this Agreement. “Special Conditions” means individually negotiated variations, amendments and/or additions to this Service Agreement of which are either drafted, or incorporated by reference, into the Order Form.

1. Provision of Services. Subject to the terms of this Agreement NEOGOV hereby agrees to provide Customer with access to its SaaS Applications and Professional Services (each defined below) included or ordered by Customer in the applicable Order Form (collectively referred to as the “Services”). In addition, to the extent NEOGOV provides Customer with access to additional NEOGOV software in order to access Customer Data (as defined below) or otherwise enhance product implementation or functionality, Customer’s use of such software will be deemed to be part of the Services and the terms and conditions of this Agreement shall apply. Customer hereby acknowledges and agrees that NEOGOV’s provision and performance of, and Customer’s access to, the Services is dependent and conditioned upon Customer’s full performance of its duties, obligations and responsibilities hereunder. This Agreement entered into as of the earlier of: (i) date of your signature on an applicable Order Form; or (ii) use of the Services commences (the “Effective Date”). The Agreement supersedes any prior and contemporaneous discussions, agreements or representations and warranties.
2. SaaS Subscription.
 - a) Subscription Grant. “SaaS Applications” means each proprietary NEOGOV web-based software-as-a-service application that may be set forth on an Order Form and subsequently made available by NEOGOV to Customer, and associated components as described in any written service specifications made available to Customer by NEOGOV (the “Service Specifications”). Subject to and conditioned on Customer’s and its Authorized Users’ compliance with the terms and conditions of this Agreement, NEOGOV hereby grants to Customer a limited, non-exclusive, non-transferable, and non-sublicensable right to (i) onboard, access and use, and to permit Authorized Users to onboard, access and use, the SaaS Applications specified in the Order Form solely for Customer’s internal, non-commercial purposes; (ii) generate, print, and download Customer Data as may result from any access to or use of the SaaS Applications; and (iii) train Authorized Users in uses of the SaaS Applications permitted hereunder (these rights shall collectively be referred to as the “SaaS Subscription”). “Authorized Users” means (1) Customer employees, agents, contractors, consultants (“Personnel”) who are authorized by Customer to access and use the Services under the rights granted to Customer pursuant to this Services Agreement and (2) for whom access to the Services has been purchased hereunder. You shall not exceed the usage limits (if any) as detailed in the user tier in the applicable Order Form. You may not access the SaaS Applications if you are a direct competitor of NEOGOV or its affiliates. In addition, you may not access the SaaS Applications for purposes of monitoring their availability, performance, or functionality, or for any other benchmarking or competitive purposes. You shall be responsible for each Authorized User’s access to and use of the SaaS Applications and compliance with applicable terms and conditions of this Agreement.
 - b) Subscription Term. Unless otherwise specified in an applicable Order Form, SaaS Subscriptions shall commence on the Effective Date and remain in effect for twelve (12) consecutive months, unless terminated earlier in accordance with this Agreement (the “Initial Term”). Thereafter, SaaS Subscriptions shall automatically renew for successive twelve (12) month terms (each a “Renewal Term” and together with the Initial Term, collectively, the “Term”) unless a party delivers to the other party, at least thirty (30) days prior to the expiration of the Initial Term or the applicable Renewal Term, written notice of such party’s intention to not renew the SaaS Subscriptions, or unless terminated earlier in accordance with this Agreement. The Term for the Services is a continuous and non-divisible commitment for the full duration regardless of any invoice schedule. The purchase of any Service is separate from any other order for any other Service. Customer may purchase certain Services independently of other Services. Your obligation to pay for any Service is not contingent on performance of any other Service or delivery of any other Service.

3. Customer Responsibilities.
- a) Managing the Subscription. Customer may use the Service in a manner consistent with the terms of this Agreement. Customer will provide NEOGOV all information needed to process the Order Form to activate the subscription and provision the Service to the Customer.
 - b) Managing Authorized Users. Customer is responsible for managing the Authorized Users on its account on the Service.
 - i) Invitations and Permissions. Customer is responsible for determining which persons to invite to join the Customer's account on the Service and for all actions by Authorized Users on Customer's account on the Service. Customer is solely in control of the individual permissions on the Customer's account.
 - ii) Customer Obligations. Customer must: (A) obtain any rights, permissions, or consents that are necessary for the Authorized User's lawful use of Customer Data and the operation of the Service; (B) ensure that the transfer and processing of Customer Data under the Agreement is lawful; and (C) respond to and resolve any dispute with an Authorized User relating to or based on Customer Data, the Service, or Customer's failure to fulfill its obligations under the Agreement or applicable law. Customer will not, and will ensure its Authorized Users do not (a) make any of the Services available to anyone other than Authorized Users or use any Services for the benefit of anyone other than Customer and its Authorized Users, unless otherwise agreed in writing by the parties, (b) sell, resell, license, sublicense, distribute, make available, rent or lease any of the Services, or include any of the Services in a service bureau or outsourcing offering, unless otherwise agreed in writing by the parties, (c) use the Services to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of the privacy rights, publicity rights, copyright rights, or other rights of any person or entity, (d) use the Services to store or transmit code, files, scripts, agents or programs intended to do harm, including, for example, viruses, worms, time bombs and Trojan horses, (e) interfere with or disrupt the integrity or performance of the Services (including, without limitation, activities such as security penetration tests, stress tests, and spamming activity), (f) attempt to gain unauthorized access to the Services or its related systems or networks, (g) disassemble, reverse engineer, or decompile the Services, or modify, copy, or create derivative works based on the Services or any part, feature, function or user interface thereof, (h) remove the copyright, trademark, or any other proprietary rights or notices included within NEOGOV Intellectual Property and on and in any documentation or training materials, or (i) use the Services in a manner which violates the terms of this Agreement, any Order Form or any applicable laws.
4. Professional Services. "Professional Services" shall mean professional services purchased by Customer as detailed in an applicable Order Form or NEOGOV Scope of Work (SOW) describing the work to be performed, fees, and any applicable milestones, dependencies, and other technical specifications or related information. Professional Services include training, set-up, implementation, and best practices of and concerning the SaaS Applications. Professional Services are subject to the terms of the Professional Services Addendum made available on the NEOGOV Site and made a part hereof and may be subject to additional terms pursuant to an SOW and Service Specifications describing, if applicable, the work to be performed, fees, and any applicable milestones, dependencies, and other technical specifications or related information. Order Forms or SOWs must be signed by Customer before NEOGOV shall commence work. If Customer executes a separate SOW, this Agreement and documents incorporated herein (including but not limited to the Professional Services Addendum) shall control in the event of a conflict with the terms of the SOW.
5. Payment Terms.
- a) Fees. Customer shall pay all Subscription, Onboarding and Set-Up fees ("Subscription Fees") and Professional Service fees ("Professional Service Fees", collectively the "Fees") as set forth in an Order Form within thirty (30) days of the date of NEOGOV's invoice. Fees shall be invoiced annually in advance and in a single invoice for each Term. Unless explicitly stated otherwise in an Order Form, all payments due under an Order Form are expressed in and shall be paid in U.S. dollars. Invoices shall be delivered to the stated "Bill To" party on the Order Form. Unless explicitly provided otherwise, once placed the Order Form is non-cancellable and sums paid nonrefundable. Any invoiced amount that is not received by NEOGOV when due as set forth in an Order Form will be subject to a late payment fee of 1.5% per month or the maximum rate permitted by law, whichever is lower. If any amount owing by Customer is more than 30 days overdue, NEOGOV may, without limiting its other rights and remedies, suspend the Services until such amounts are paid in full. If Subscription Fees are based upon the Authorized User or employee count as may be specified in an Order Form, Customer shall owe NEOGOV supplemental Subscription Fees to the extent Customer exceeds the number of Authorized Users or employees set forth in the Order Form. Except as otherwise specifically stated in the Order Form, NEOGOV may change the charges for the Services with effect from the start of each Renewal Term by providing Customer with new pricing at least thirty (30) day notice prior to commencement of a Renewal Term. The new pricing shall be deemed to be effective if Customer (a) returns an executed Order Form to NEOGOV, (b) remits payment to NEOGOV of the fees set forth in the invoice referencing the new pricing, or (c) the Customer or any of its Authorized Users access or use the Services after the expiration of the previous Term.

- b) **Taxes.** Customer will pay all taxes, duties and levies imposed by all federal, state, and local authorities (including, without limitation, export, sales, use, excise, and value-added taxes) based on the transactions or payments under this Agreement, except those taxes imposed or based on NEOGOV's net income or those exempt by applicable state law. Customer shall provide NEOGOV with a certificate or other evidence of such exemption within ten (10) days after the Effective Date of this Agreement and thereafter upon NEOGOV's request therefor.
 - c) **Purchase Orders.** Any reference to a purchase order in an Order Form or any associated invoice is solely for Customer's convenience in record keeping, and no such reference or any delivery of services to Customer following receipt of any purchase order shall be deemed an acknowledgement of or an agreement to any terms or conditions referenced or included in any such purchase order. If a purchase order is delivered by Customer in connection with the purchase of Services, none of the terms and conditions contained in such purchase order shall have any effect or modify or supersede the terms and conditions of this Agreement. NEOGOV's failure to object to terms contained in any such purchase order shall not be a waiver of the terms set forth in this provision or in this Agreement.
6. **Term and Termination.**
- a) **Term.** This Agreement shall commence on the Effective Date and shall remain in effect until all SaaS Subscriptions have expired and/or both parties have achieved full performance of Professional Services, unless it is terminated earlier in accordance with this Agreement.
 - b) **Termination for Cause; Effect of Termination.** Either Party may terminate this Agreement immediately if the other is in material breach of this Agreement and such breach is not cured within thirty (30) days following non-breaching party's written specification of the breach. NEOGOV may suspend the Services or terminate this Agreement immediately in the event the Services or Customer's use of the Services provided hereunder pose a security risk to the Services, NEOGOV or any third party, or become illegal or contrary to any applicable law, rule, regulation, or public policy. Upon expiration or any termination of this Agreement, Customer shall cease all use and refrain from all further use of the Services and other NEOGOV Intellectual Property. Additionally, Customer shall be obligated to pay, as of the effective date of such expiration or termination, all amounts due and unpaid to NEOGOV under this Agreement. Unless otherwise specified, following 90 days after expiration or termination of the Agreement NEOGOV may remove Customer Data from NEOGOV Services and without Customer consent or notice.
7. **Audit Rights.** Upon reasonable notice, NEOGOV or its agent shall have the right to audit Customer's records relating to its compliance with this Agreement. Customer shall cooperate fully with this audit. If any audit conducted under this Section indicates that any amount due to NEOGOV was underpaid, Customer shall within three (3) business days pay to NEOGOV the amount due. All expenses associated with any such audit shall be paid by NEOGOV unless the audit reveals underpayment in excess of five percent (5%), in which case Customer shall pay such expenses as well as any amount due to NEOGOV.
8. **Maintenance; Modifications; Support Services.**
- a) **Maintenance, Updates, Upgrades.** NEOGOV maintains NEOGOV's hardware and software infrastructure for the Services and is responsible for maintaining the NEOGOV server operation and NEOGOV database security. NEOGOV may in its sole discretion, periodically modify, Update, and Upgrade the features, components, and functionality of the Services during the Term. "Update" means any update, bug fix, patch or correction of the Services or underlying NEOGOV software that NEOGOV makes generally available to its customers of the same module, excluding Upgrades. Updates are automatic and available upon Customer's next login to the Services following an Update at no additional cost to Customer. "Upgrade" means any update of the Services or underlying NEOGOV software such as platform updates, and major product enhancements and/or new features that NEOGOV makes commercially available. NEOGOV shall have no obligation to provide Upgrades to customers and retains the right to offer Upgrades free of cost or on a per customer basis at additional cost. NEOGOV shall have no liability for, or any obligations to, investments in, or modifications to Customer's hardware, systems or other software which may be necessary to use or access the Services due to a modification, Update, or Upgrade of the Services.
 - b) **Program Documentation; Training Materials.** "Program Documentation" shall mean all user guides, training, and implementation material, and Service descriptions provided by NEOGOV to Customer in connection with the Services. NEOGOV hereby grants to Customer a non-exclusive, non-sublicensable, non-transferable license to use, print, and distribute internally via non-public platforms, the Program Documentation during the Term solely for Customer's internal business purposes in connection with its use of the Services. Primary training of NEOGOV Services is conducted by self-review of online materials. NEOGOV's pre-built, online training consists of a series of tutorials to introduce the standard features and functions (the "Training Materials"). The Training Materials may be used as reference material by Customer Personnel conducting day-to-day activities.

- c) Implementation. For Services requiring implementation, NEOGOV implementation supplements the Training Materials and is conducted off-site unless otherwise agreed in the Order Form. For an additional fee as detailed on an applicable Order Form, NEOGOV personnel will provide consultation on best practices for setting up the Services, answer Customer questions during the implementation period, and use commercially reasonable efforts to ensure Authorized User Admins grasp the system. The length of the implementation time is dependent on the type of Service and the Customer's responsiveness. NEOGOV is not responsible or liable for any delay or failure to perform implementation caused in whole or in part by Customer's delay in performing its obligations hereunder and, in the event of any such delay, NEOGOV may, in its sole discretion, extend all performance dates as NEOGOV deems reasonably necessary.
- d) Support. Phone support for the Services is available to Customer Monday through Friday, excluding NEOGOV holidays. Customer may submit a request for online support for the Services 24 hours a day, seven days a week, and the NEOGOV support desk will acknowledge receipt of the request within a reasonable time. The length of time for a resolution of any problem is dependent on the type of case.
- e) Limitations. Unless otherwise specified in the Order Form, this Agreement does not obligate NEOGOV to render any maintenance or support services that are not expressly provided herein, including, but not limited to data uploads, manual data entry, migration services, data conversion, refinement, purification, reformatting, SQL dump, or process consultation.

9. NEOGOV Intellectual Property Rights.

- a) NEOGOV shall exclusively own all right, title and interest in and to all pre-existing and future intellectual property developed or delivered by NEOGOV including all Services, products, systems, software (including any source code or object code) or Service Specifications related thereto, Updates or Upgrades, trademarks, service marks, logos and other distinctive brand features of NEOGOV and all proprietary rights embodied therein (collectively, the "NEOGOV Intellectual Property"). This Agreement does not convey or transfer title or ownership of the NEOGOV Intellectual Property to Customer or any of its users. All rights not expressly granted herein are reserved by NEOGOV. Other than recommendation use or as required by law, all use of NEOGOV trademarks must be pre-approved by NEOGOV prior to use. Trademarks shall include any word, name, symbol, color, designation or device, or any combination thereof that functions as a source identifier, including any trademark, trade dress, service mark, trade name, logo, design mark, or domain name, whether or not registered.
- b) Customer may, but is not obligated to, provide NEOGOV with suggestions, ideas, enhancement requests, or other feedback ("Feedback"). If Customer provides any such Feedback to NEOGOV, Customer hereby grants NEOGOV a nonexclusive, perpetual, irrevocable, royalty-free license to use all Feedback for any purpose. Feedback is provided to NEOGOV on an "as-is" basis without warranties of any kind.

10. Data Processing and Privacy.

- a) Customer Data. "Customer Data" shall mean all data that is owned or developed by Customer, whether provided to NEOGOV by Customer or provided by a third party to NEOGOV in connection with NEOGOV's provision of Services to Customer, including Personnel data collected, loaded into, or located in Customer data files maintained by NEOGOV. NEOGOV Intellectual Property, including but not limited to the Services and all derivative works thereof, NEOGOV Confidential Information, and Platform Data do not fall within the meaning of the term "Customer Data". Customer exclusively owns all right, title, and interest in and to all Customer Data. Customer grants NEOGOV a license to host, use, process, display, create non-personal derivative works of, and transmit Customer Data to provide the Services. NEOGOV reserves the right to delete or disable Customer Data stored, transmitted or published by Customer using the Services upon receipt of a bona fide notification that such content infringes upon the intellectual property rights of others, or if NEOGOV otherwise reasonably believes any such content is in violation of this Agreement.
- b) Platform Data. "Platform Data" shall mean any anonymized data reflecting the access to or use of the Services by or on behalf of Customer or any user, including statistical or other analysis and performance information related to the provision and operation of the Services including any end user visit, session, impression, clickthrough or click stream data, as well as log, device, transaction data, or other analysis, information, or data based on or derived from any of the foregoing. NEOGOV shall exclusively own all right, title and interest in and to all Platform Data. Customer acknowledges NEOGOV may compile Platform Data based on Customer Data input into the Services. Customer agrees that NEOGOV may use Platform Data to the extent and in the manner permitted under applicable law. Such anonymized data neither identifies Customer or its users, nor can Customer or any its users can be derived from such data.

- c) Data Processing Agreement. The parties agree that the terms of the NEOGOV Data Processing Addendum (“DPA”) made available on the NEOGOV Site is hereby incorporated herein by reference and made part of this Agreement and governs NEOGOV’s processing of Personal Data.
 - d) Data Responsibilities.
 - i) NEOGOV will maintain commercially reasonable administrative, physical, and technical safeguards for protection of the security, confidentiality and integrity of the Customer Data. Those safeguards will include, but will not be limited to, measures for preventing access, use, modification or disclosure of Customer Data by NEOGOV personnel except (a) to provide the Services and prevent or address service or technical problems, (b) as compelled by applicable law, or (c) as Customer expressly permits in writing. Customer acknowledges and agrees that it is commercially reasonable for NEOGOV to rely upon the security processes and measures utilized by NEOGOV’s cloud infrastructure providers.
 - ii) Customer is solely responsible for the development, content, operation, maintenance, and use of Customer Data, including but not limited to compliance with applicable laws. NEOGOV will have no responsibility or liability for the accuracy of the Customer Data prior to receipt of such data into the Services. Without limiting the foregoing, Customer shall be solely responsible for and shall comply with all applicable laws and regulations relating to (a) the accuracy and completeness of all information input, submitted, or uploaded to the Services, (b) the privacy of users of the Services, including, without limitation, providing appropriate notices to and obtaining appropriate consents from any individuals to whom Customer Data relates; and (c) the collection, use, modification, alteration, extraction, retention, copying, external storage, disclosure, transfer, disposal, and other processing of any Customer Data. NEOGOV is not responsible for lost data caused by the action or inaction of Customer or Authorized Users. Unless otherwise mutually agreed in writing, Customer shall not maintain any financial, health, payment card, or similarly sensitive data that imposes specific data security or data protection obligations within the Services. Customer shall provide and institute all appropriate tools and procedures required to ensure the security of its own information system and, more specifically, to prevent, detect and destroy the occurrence of any viruses.
 - e) Breach Notice. NEOGOV will notify Customer of unauthorized access to, or unauthorized use, loss or disclosure of Customer Data within its custody and control (a “Security Breach”) within 72 hours of NEOGOV’s confirmation of the nature and extent of the same or when required by applicable law, whichever is earlier. Each party will reasonably cooperate with the other with respect to the investigation and resolution of any Security Breach. If applicable law or Customer’s policies require notification of its Authorized Users or others of the Security Breach, Customer shall be responsible for such notification.
 - f) Data Export, Retention and Destruction. Customer may export or delete Customer Data from the Services at any time during a Subscription Term, using the existing features and functionality of the Services. Customer is solely responsible for its data retention obligations with respect to Customer Data. If and to the extent Customer cannot export or delete Customer Data stored on NEOGOV’s systems using the then existing features and functionality of the Services, NEOGOV will, upon Customer’s written request, make the Customer Data available for export by Customer or destroy the Customer Data. If Customer requires the Customer Data to be exported in a different format than provided by NEOGOV, such additional services will be subject to a separate agreement on a time and materials basis. Except as otherwise required by applicable law, NEOGOV will have no obligation to maintain or provide any Customer Data more than ninety (90) days after the expiration or termination of this Agreement. Customer acknowledges that it is solely responsible for determining any retention requirements with respect to the Customer Data as required by applicable law and NEOGOV disclaims all liability in connection with such determination. In addition, to the extent Customer requests that NEOGOV retain Customer Data beyond the expiration of the retention period required by applicable law, rule or regulation, NEOGOV disclaims all liability in connection with retaining such Customer Data including but not limited to any claims related to loss or destruction of such Customer Data.
11. Third Party Services. The Services may permit Customer and its Authorized Users to access services or content provided by third parties through the Services (“Third Party Services”). Customer agrees that NEOGOV is not the original source and shall not be liable for any inaccuracies contained in any content provided in any of the Third Party Services. NEOGOV makes no representations, warranties or guarantees with respect to the Third Party Services or any content contained therein. NEOGOV may discontinue access to any Third Party Services through the Services if the relevant agreement with the applicable third party no longer permits NEOGOV to provide such access. If loss of access to any Third Party Services (to which Customer has a subscription under this Agreement) occurs during a Subscription Term, NEOGOV will refund to Customer any prepaid fees for such Third Party Services covering the remainder of the Subscription Term.
12. Nondisclosure.

- a) **Definition of Confidential Information.** “Confidential Information” means all information disclosed by a party (“Disclosing Party”) to the other party (“Receiving Party”), whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Customer's Confidential Information includes its Customer Data. NEOGOV Confidential Information includes the NEOGOV Intellectual Property and the Services. The Confidential Information of each party includes the terms and conditions of this Agreement and all Order Forms (including pricing), as well as business and marketing plans, technology and technical information, product plans and designs, and business processes disclosed by such party. However, Confidential Information does not include any information that (a) is or becomes generally known to the public without breach of any obligation owed to the Disclosing Party, (b) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party, (c) is received from a third party without breach of any obligation owed to the Disclosing Party, or (d) was independently developed by the Receiving Party.
- b) **Obligations.** The Receiving Party will: (i) use the same degree of care it uses to protect the confidentiality of its own confidential information of like kind (but not less than reasonable care); (ii) not use any Confidential Information of the Disclosing Party for any purpose outside the scope of this Agreement and (iii) except as otherwise authorized by the Disclosing Party in writing, limit access to Confidential Information of the Disclosing Party to those of its employees and contractors who need access for purposes consistent with this Agreement and who have signed confidentiality agreements with the Receiving Party containing protections not less protective of the Confidential Information than those herein.
- c) **Exceptions.** The Receiving Party may disclose Confidential Information of the Disclosing Party to the extent compelled by law to do so, provided the Receiving Party gives the Disclosing Party prior notice of the compelled disclosure (to the extent legally permitted) and reasonable assistance, at the Disclosing Party's cost, if the Disclosing Party wishes to contest the disclosure.
- d) **Equitable Relief.** The parties recognize and agree there may be no adequate remedy at law for breach of the provisions of the confidentiality obligations set forth in this Section 12, that such a breach may irreparably harm the Disclosing Party and the Disclosing Party is entitled to seek equitable relief (including, without limitation, an injunction) with respect to any such breach or potential breach in addition to any other remedies available to it at law or in equity.

13. **Representations, Warranties, and Disclaimers.**

- a) **Mutual Representations.** Each party represents and warrants to the other party that (i) it has full power and authority under all relevant laws and regulations and is duly authorized to enter into this Agreement; and (ii) to its knowledge, the execution, delivery and performance of this Agreement by such party does not conflict with any agreement, instrument or understanding, oral or written, to which it is a party or by which it may be bound, nor violate any law or regulation of any court, governmental body or administrative or other agency having jurisdiction over it.
- b) **Additional Customer Representations and Warranties.** Customer hereby represents and warrants to NEOGOV that: (1) Customer and Authorized Users have all necessary rights and authority to upload Customer Data to the Service without violating any third party's proprietary or privacy rights, including intellectual property rights; (2) Customer Data does not contain any viruses, worms, Trojan horses, or other harmful or destructive code or content; and (3) Customer will use the Service in compliance with all laws, rules, regulations, and this Agreement.
- c) **Service Performance Warranty.** NEOGOV warrants that it provides the Services using a commercially reasonable level of care and skill and in a professional manner in accordance with generally recognized industry standards for similar services.
- d) **No Other Warranty.** EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS WARRANTY SECTION, THE SERVICES AND ANY OTHER INFORMATION ARE PROVIDED ON AN “AS IS” AND “AS AVAILABLE” BASIS, AND CUSTOMER'S USE OF THE SERVICES IS AT ITS OWN RISK. NEOGOV DOES NOT MAKE, AND HEREBY DISCLAIMS, ANY AND ALL OTHER EXPRESS AND/OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NONINFRINGEMENT AND TITLE, AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE, OR TRADE PRACTICE. NEOGOV DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED, ERROR-FREE, OR COMPLETELY SECURE, OR THAT ANY ERROR WILL BE CORRECTED.
- e) **Disclaimer of Actions Caused by and/or Under the Control of Third Parties.** NEOGOV DOES NOT AND CANNOT CONTROL THE FLOW OF DATA TO OR FROM THE NEOGOV SYSTEM AND OTHER PORTIONS OF THE

INTERNET. SUCH FLOW DEPENDS IN LARGE PART ON THE PERFORMANCE OF INTERNET SERVICES PROVIDED OR CONTROLLED BY THIRD PARTIES. AT TIMES, ACTIONS OR INACTIONS OF SUCH THIRD PARTIES CAN IMPAIR OR DISRUPT CUSTOMER'S CONNECTIONS TO THE INTERNET (OR PORTIONS THEREOF). ALTHOUGH NEOGOV WILL USE COMMERCIALY REASONABLE EFFORTS TO TAKE ALL ACTIONS IT DEEMS APPROPRIATE TO REMEDY AND AVOID SUCH EVENTS, NEOGOV CANNOT GUARANTEE THAT SUCH EVENTS WILL NOT OCCUR. ACCORDINGLY, NEOGOV DISCLAIMS ANY AND ALL LIABILITY RESULTING FROM OR RELATED TO SUCH EVENTS OR WITH RESPECT TO ANY THIRD PARTY SERVICES.

- f) No Medical Advice. Through certain Services, NEOGOV may make certain telehealth related information available to Customer and/or facilitate user access to telemedicine, expert medical services, and/or emergency medical services. NEOGOV is independent from healthcare providers who provide telemedicine services and is not responsible for such healthcare providers' acts, omissions or for any content or communications made by them. The Services do not provide medical advice and do not create a healthcare provider/patient relationship between Customer and NEOGOV or otherwise. Any Services, or content accessed from the Services, are for informational purposes only and do not constitute medical advice. Customer should seek professional medical advice, diagnosis, and/or treatment for any and all medical conditions, whether as a result of using Services or otherwise. NEOGOV IS NOT RESPONSIBLE OR LIABLE FOR ANY ADVICE, COURSE OF TREATMENT, DIAGNOSIS OR ANY OTHER TREATMENT OR INFORMATION THAT CUSTOMER OR ITS USERS MAY OBTAIN THROUGH THE USE OF THE SERVICES.

14. Indemnification.

- a) Customer Indemnity. To the extent permitted by applicable law, Customer will defend and indemnify NEOGOV from and against any claim, demand, suit or proceeding made or brought against NEOGOV (i) by a third party alleging that any Customer Data infringes or misappropriates such third party's intellectual property rights, (ii) in connection with Customer's violation of any applicable laws, or (iii) any claim or allegation by any third party resulting from or related to Customer's or any of its Authorized User's breach of Section 3 of this Agreement.
- b) NEOGOV Indemnity. Subject to subsections 14(b)(i) through 14(b)(iii) and 14(c) of this Section, if a third party makes a claim against Customer that any NEOGOV intellectual property furnished by NEOGOV and used by Customer infringes a third party's intellectual property rights, NEOGOV will defend the Customer against the claim and indemnify the Customer from the damages and liabilities awarded by the court to the third-party claiming infringement or the settlement agreed to by NEOGOV.
 - i) Alternative Resolution. If NEOGOV believes or it is determined that any of the Services may have violated a third party's intellectual property rights, NEOGOV may choose to either modify the Services to be non-infringing or obtain a license to allow for continued use. If these alternatives are not commercially reasonable, or result in a material reduction in service, either party may end the subscription or license for the Services and refund a pro-rata portion of any fees covering the whole months that would have remained, absent such early termination, following the effective date of such early termination.
 - ii) No Duty to Indemnify. NEOGOV will not indemnify Customer if Customer alters the Service or Service Specifications, or uses it outside the scope of use or if Customer uses a version of the Service or Service Specifications which has been superseded, if the infringement claim could have been avoided by using an unaltered current version of the Services or Service Specifications which was provided to Customer, or if the Customer continues to use the infringing material after the subscription expires. NEOGOV will not indemnify the Customer to the extent that an infringement claim is based upon any information, design, specification, instruction, software, data, or material not furnished by NEOGOV. NEOGOV will not indemnify Customer for any portion of an infringement claim that is based upon the combination of Service or Service Specifications with any products or services not provided by NEOGOV. NEOGOV will not indemnify Customer for infringement caused by Customer's actions against any third party if the Services as delivered to Customer and used in accordance with the terms of the Agreement would not otherwise infringe any third-party intellectual property rights.
 - iii) Exclusive Remedy. This Section provides the exclusive remedy for any intellectual property infringement claims or damages against NEOGOV.
- c) Indemnification Procedures. In order to receive the indemnities described hereunder, the indemnified party must: (i) promptly notify the indemnifying party, in writing, of any claim; (ii) cooperate reasonably with indemnifying party, at the indemnifying party's expense, in the defense and/or settlement thereof; and (iii) allow the indemnifying party to control the defense and/or settlement thereof except that the indemnifying party may not, without the indemnified party's prior written consent, enter into any settlement that does not unconditionally release the indemnified party from liability.

The indemnified party shall have the right to participate in any defense of a claim and/or to be represented by counsel of its own choosing at its own expense, provided that ultimate control of such defense shall remain solely with the indemnifying party.

15. Limitations of Liability.

- a) EXCLUSION OF DAMAGES. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT WILL EITHER PARTY BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT OR ITS SUBJECT MATTER UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, INCLUDING FOR ANY: (a) LOSS OF PRODUCTION, USE, BUSINESS, REVENUE, OR PROFIT OR DIMINUTION IN VALUE; (b) IMPAIRMENT, INABILITY TO USE OR LOSS, INTERRUPTION OR DELAY OF THE SERVICES; (c) LOSS, DAMAGE, CORRUPTION OR RECOVERY OF DATA, OR BREACH OF DATA OR SYSTEM SECURITY; (d) COST OF REPLACEMENT GOODS OR SERVICES; (e) LOSS OF GOODWILL, LOSS OF BUSINESS OPPORTUNITY OR PROFIT, OR LOSS OF REPUTATION; OR (f) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES, REGARDLESS OF WHETHER SUCH PERSONS WERE ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.
- b) CAP ON MONETARY LIABILITY. EXCEPT FOR DAMAGES ARISING OUT OF LIABILITY WHICH CANNOT BE LAWFULLY EXCLUDED OR LIMITED, OR CUSTOMER'S OBLIGATIONS TO MAKE PAYMENT UNDER THIS AGREEMENT, THE TOTAL AGGREGATE LIABILITY OF EITHER PARTY FOR ANY AND ALL CLAIMS AGAINST THE OTHER PARTY UNDER THIS AGREEMENT, WHETHER ARISING UNDER OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR ANY OTHER LEGAL OR EQUITABLE THEORY, SHALL NOT EXCEED THE AMOUNT OF ALL PAYMENTS ACTUALLY RECEIVED BY NEOGOV FROM CUSTOMER IN CONNECTION WITH THIS AGREEMENT IN THE 12 MONTH PERIOD PRECEDING THE DATE OF THE FIRST EVENT INITIALLY GIVING RISE TO SUCH LIABILITY. THE EXISTENCE OF ONE OR MORE CLAIMS WILL NOT ENLARGE THE LIMIT. NOTWITHSTANDING THE FOREGOING, NEOGOV'S TOTAL AGGREGATE LIABILITY FOR CLAIMS TO THE EXTENT ARISING FROM A BREACH OF ITS DATA SECURITY OBLIGATIONS UNDER SECTION 10 ABOVE SHALL BE LIMITED TO TWO (2) TIMES THE AMOUNT OF ALL PAYMENTS ACTUALLY RECEIVED BY NEOGOV FROM CUSTOMER IN CONNECTION WITH THIS AGREEMENT IN THE 12 MONTH PERIOD PRECEDING THE DATE OF THE EVENT INITIALLY GIVING RISE TO SUCH LIABILITY.

16. Reimbursement of Costs in Third Party Litigation. With respect to any litigation or other court proceeding involving Customer and a third party, if any subpoena or other legally binding request related to such litigation or court proceeding is served to NEOGOV requesting copies of documents maintained by NEOGOV or otherwise requesting NEOGOV to appear as a witness in any capacity or provide testimony with respect to Customer's documentation, Customer shall reimburse NEOGOV for its out-of-pocket costs associated with compliance with such request, including but not limited to NEOGOV's reasonable attorneys' fees.
17. EOL Products. NEOGOV may, in its discretion, at certain times elect to discontinue development, distribution and/or support of any Service or any elements or versions of any Service, and thereby designate such Service or elements or versions as end of life ("EOL"). In the event that NEOGOV elects to announce EOL for any Service, NEOGOV will provide six (6) months prior notice. Customer will have a period of six (6) months after receipt of such notice to upgrade to the last commercially available (non-EOL) version of the Service, if applicable, or otherwise following the expiration of such six (6) month period, the Service shall be deemed terminated without penalty and a pro rata refund shall be provided to Customer for the remaining term of the Service. During the 6-month notice period, Customer may continue exercising all of the rights set forth in this Agreement with respect to such EOL Service.
18. Text Message Communications. NEOGOV may offer Personnel the opportunity to receive text messages regarding job application or hiring process reminders, applicant status updates, or other human resource related notices. Since these text message services depend on the functionality of third-party providers, there may be technical delays on the part of those providers. NEOGOV may make commercially reasonable efforts to provide alerts in a timely manner with accurate information, but cannot guarantee the delivery, timeliness, or accuracy of the content of any alert. NEOGOV shall not be liable for any delays, failure to deliver, or misdirected delivery of any alert; for any errors in the content of an alert; or for any actions taken or not taken by you or any third party in reliance on an alert. NEOGOV cannot vouch for the technical capabilities of any third parties to receive such text messages. To the extent you utilize text messaging features, NEOGOV shall not be responsible for your use of such features, and you shall indemnify NEOGOV with respect to any damages resulting from your use including but not limited any violations of applicable law. NEOGOV MAKES NO WARRANTIES OR

REPRESENTATIONS OF ANY KIND, EXPRESS, STATUTORY, OR IMPLIED AS TO: (a) THE AVAILABILITY OF TELECOMMUNICATION SERVICES; (b) ANY LOSS, DAMAGE, OR OTHER SECURITY INTRUSION OF THE TELECOMMUNICATION SERVICES; AND (c) ANY DISCLOSURE OF INFORMATION TO THIRD PARTIES OR FAILURE TO TRANSMIT ANY DATA, COMMUNICATIONS, OR SETTINGS CONNECTED WITH THE SERVICES.

19. Publicity. Unless otherwise provided in the applicable Order Form, NEOGOV may identify Customer as one of its customers and use Customer's logo for such purposes, subject to any trademark usage requirements specified by Customer.
20. Force Majeure. Except for Customer's payment obligations to NEOGOV, neither party shall be liable for any damages, costs, expenses or other consequences incurred by the other party or by any other person or entity for any act, circumstance, event, impediment or occurrence beyond such party's reasonable control, including, without limitation: (a) acts of God; (b) changes in or in the interpretation of any law, rule, regulation or ordinance; (c) strikes, lockouts or other labor problems; (d) transportation delays; (e) unavailability of supplies or materials; (f) fire or explosion; (g) riot, pandemic, military action or usurped power; (h) actions or failures to act on the part of a governmental authority; (i) internet service interruptions or slowdowns, vandalism or cyber-attacks, or (j) any other cause beyond the reasonable control of such party.
21. Independent Contractor; No Third Party Beneficiary; Fulfillment Partners. The relationship of the parties shall be deemed to be that of an independent contractor and nothing contained herein shall be deemed to constitute a partnership between or a joint venture by the parties hereto or constitute either party the employee or agent of the other. Customer acknowledges that nothing in this Agreement gives Customer the right to bind or commit NEOGOV to any agreements with any third parties. This Agreement is not for the benefit of any third party and shall not be deemed to give any right or remedy to any such party whether referred to herein or not. NEOGOV may designate any third-party affiliate, or other agent or subcontractor (each a "Fulfillment Partner"), without notice to, or the consent of, Customer, to perform such tasks and functions to complete any Services.
22. Entire Agreement; Amendment; Addendum. This Services Agreement, the Exhibits hereto, each Addendum (as may be applicable pursuant to the terms therein) and documents incorporated herein, the applicable Order Form, and Special Conditions (if any) constitute the entire agreement between the parties with respect to the subject matter hereof and supersede all prior or contemporaneous oral and written statements of any kind whatsoever made by the parties with respect to such subject matter. It is expressly agreed that the terms of this Agreement and any NEOGOV Order Form shall supersede the terms in any non-NEOGOV purchase order or other ordering document. Notwithstanding the foregoing, any conflict of terms shall be resolved by giving priority in accordance with the following order: 1) Special Conditions (if any), 2) NEOGOV Order Form, 3) the NEOGOV Services Agreement, and 4) incorporated documents (including the Exhibits and each applicable Addendum). This Agreement supersedes the terms and conditions of any clickthrough agreement associated with the Services. This Agreement may not be modified or amended (and no rights hereunder may be waived) except through a written instrument signed by the parties to be bound. If you are subscribing for the HRIS, Vetted, or PowerEngage Platform, you hereby specifically agree to the terms of the applicable Addendum set forth on the NEOGOV Site. In addition, certain Services may disclose the use of artificial intelligence, in which case, Customer hereby agrees to the terms of the AI Addendum set forth on the NEOGOV Site.
23. General.
 - a) Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the state of California, without giving effect to conflict of law rules. Any legal action or proceeding relating to this Agreement shall be instituted only in any state or federal court in Los Angeles, California.
 - b) Severability. If any provision of this Agreement is held to be illegal or unenforceable, such provision shall be limited or eliminated to the minimum extent necessary so that the remainder of this Agreement will continue in full force and effect. Provisions that survive termination or expiration are those relating to, without limitation, accrued rights to payment, acknowledgements and reservations of proprietary rights, confidentiality obligations, warranty disclaimers, and limitations of liability, and others which by their nature are intended to survive.
 - c) Notices. All notices or other communications required or permitted hereunder shall be in writing and shall be deemed to have been duly given either when personally delivered, one (1) business day following delivery by recognized overnight courier or electronic mail, or three (3) business days following deposit in the U.S. mail, registered or certified, postage prepaid, return receipt requested. All such communications shall be sent to (i) Customer at the address set forth in the Order Form and (ii) NEOGOV at the address specified in the applicable Order Form.
 - d) Waiver. The waiver, express or implied, by either party of any breach of this Agreement by the other party will not waive any subsequent breach by such party of the same or a different kind. This Agreement may be executed in two or more

- e) **Electronic Delivery.** Delivery of a copy of this Agreement or an Order Form bearing an original signature by electronic mail or by any other electronic means will have the same effect as physical delivery of the paper document bearing the original signature.
- f) **Assignment.** Customer may not assign this Agreement without the express written approval of NEOGOV. Any attempt at assignment in violation of this Section shall be null and void.
- g) **Construction.** The parties intend this Agreement to be construed without regard to any presumption or rule requiring construction or interpretation against the party drafting an instrument or causing any instrument to be drafted. The exhibits, addendum, schedules, attachments, and appendices referred to herein are an integral part of this Agreement to the same extent as if they were set forth verbatim herein.
- h) **Subcontractors.** For purposes of this Agreement, including any subsequent documentation requested by Customer pursuant to this Agreement, the term "subcontractors" shall exclude subcontractors (i) who perform routine software development and maintenance services which are not specific to the Customer, (ii) subcontractors who will not have any access to Customer Data, and (iii) subcontractors who have access to Customer Data solely within NEOGOV's or Customer's systems.

Customer	GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), on behalf of itself and its subsidiaries PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360)
Entity Name:	
Signature: _____	Signature: _____
Print Name:	Print Name:
Date:	Date:

Exhibit A
Government Customer Addendum

If Customer is a Government Customer, the following Government Customer Addendum (“Government Addendum”) forms part of the Services Agreement, and in the case of any conflict or inconsistency between the terms and provisions of this Addendum and any other provision of the Services Agreement, the terms of this Government Addendum shall control. For purposes hereof, a “Government Customer” means a Customer which is a (a) U.S. Federal agency, (b) state government, agency, department, or political subdivision (including a city, county or municipal corporation), or (c) instrumentality of any of the foregoing (including a municipal hospital or municipal hospital district, police or fire department, public library, park district, state college or university, Indian tribal economic development organization, or port authority).

1. **Applicability.** The provisions of this Addendum shall apply only if Customer is a Government Customer under the Services Agreement.
2. **Termination for Non-Appropriation of Funds on Multi-Year Deals.** Customer represents that it has received sufficient appropriation of funds by the applicable legislature (or other appropriate governmental body) (“Governmental Appropriation”) for the first year of the term of any Order Form executed by Customer (the “First Year” and all such years following the First Year which are included in the term of an Order Form, the “Future Years”). If Customer is subject to federal, state or local law which makes Customer’s financial obligations under this Services Agreement contingent upon Governmental Appropriation, and if such funds are not forthcoming or are insufficient due to failure of such Governmental Appropriation, then Customer will have the right to terminate the then remaining portion of any Future Years under the Services Agreement at no additional cost and with no penalty by giving prior written notice documenting the lack of funding. Customer will provide at least thirty (30) days advance written notice of such termination. Customer will use reasonable efforts to ensure appropriated funds are available. It is expressly agreed that Customer shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this Agreement, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its fiscal operations. If Customer terminates the Services Agreement under this Section 2, Customer agrees not to replace the Services with functionally similar products or services for a period of one year after the termination of the Services Agreement.
3. **Indemnification.** If Customer is prohibited by federal, state or local law from agreeing to hold harmless or indemnify third parties, Section 14(a) and the indemnification provision included in Section 18 of the Services Agreement shall not apply to Customer, to the extent disallowed by applicable law.
4. **Open Records.** If the Customer is subject to federal or state public records laws, including laws styled as open records, freedom of information, or sunshine laws (“Open Records Laws”) the confidentiality requirements of Section 12 of the Services Agreement apply only to the extent permitted by Open Records Laws applicable to the Customer. This Section is not intended to be a waiver of any of the provisions of the applicable Open Records Laws, including, without limitation, the requirement for the Customer to provide notice and opportunity for NEOGOV to assert an exception to disclosure requirements in accordance with the applicable Open Records laws.
5. **Cooperative Purchasing.** As permitted by law, it is understood and agreed by Customer and NEOGOV that any (i) federal, state, local, tribal, or other municipal government (including all administrative agencies, departments, and offices thereof); (ii) any business enterprise in which a federal, state, local, tribal or other municipal entity has a full, majority, or other controlling interest; and/or (iii) any public school (including without limitation K-12 schools, colleges, universities, and vocational schools) (collectively referred to as the “New Entity”) may purchase the Services specified herein in accordance with the terms and conditions of this Agreement. It is also understood and agreed that each New Entity will establish its own contract with NEOGOV, be invoiced therefrom and make its own payments to NEOGOV in accordance with the terms of the contract established between the New Entity and NEOGOV. With respect to any purchases by a New Entity pursuant to this Section, Customer: (i) shall not be construed as a dealer, re-marketer, representative, partner or agent of any type of NEOGOV, or such New Entity; (ii) shall not be obligated, liable or responsible for any order made by New Entities or any employee thereof under the agreement or for any payment required to be made with respect to such order; and (iii) shall not be obliged, liable or responsible for any failure by any New Entity to comply with procedures or requirements of applicable law or to obtain the due authorization and approval necessary to purchase under the agreement. Termination of this Agreement shall in no way limit NEOGOV from soliciting, entering into, or continuing a contractual relationship with any New Entity. Any New Entity who purchases Services under this Section hereby represents that it has the authority to use this Services Agreement for the purchase and that the use of the Services Agreement for the purchase is not prohibited by law or procurement regulations applicable to the New Entity.

Exhibit B

Integration Terms Addendum

NEOGOV offers integrations and platform APIs for integrations to third party systems (“Integration Services”). Customer may use only those Integration Services purchased or subscribed to as listed within the NEOGOV Order Form. The following terms (the “Integration Terms Addendum”) shall apply to the extent that Customer utilizes a system integration between the Services and either: (a) an affiliated integrated service, including those found at <https://api.neogov.com/connect/marketplace.html> (“Affiliated API”) or to the extent that Customer utilizes a system integration between the Services and an unaffiliated third-party service (“Customer Application”) integrated using NEOGOV’s open API (“Open API”). Integration Services are not available for HRIS Services and this Exhibit B shall not apply to HRIS Services.

1. **Provision of Integrations.** Subject to and conditioned on compliance with all terms and conditions set forth in this Agreement, NEOGOV hereby grants Customer a limited, revocable, non-exclusive, non-transferable, non-sublicensable license during the applicable Term to use and/or access the Affiliated API as described in this Agreement, or the Open API for communication between Customer’s human resource related third application(s) that will interoperate with NEOGOV Services (collectively these uses shall be referred to as the “API” or “Integration”). Customer acknowledges there are no implied licenses granted under this Agreement. NEOGOV reserves all rights that are not expressly granted. Customer may not use the API for any other purpose without our prior written consent. Customer may not share the API with any third party, must keep the API and all log-in information secure, and must use the API key as Customer sole means of accessing the API.
2. **Integration Intellectual Property.** All right, title, and interest in the API and any and all information, data, documents, materials, inventions, technologies, know-how, descriptions, requirements, plans, reports, works, intellectual property, software, hardware, systems, methods, processes, and inventions, customizations, enhancements, improvements and other modifications based on or derived from the API are and will remain, as appropriate, with NEOGOV. All right, title, and interest in and to the third-party materials, including all intellectual property rights therein, are and will remain with their respective third-party rights holders subject to the terms and conditions of the applicable third-party license agreements. Customer has no right or license with respect to any third-party materials except as expressly licensed under such third-party license agreements.
3. **Integration Terms of Use.** Except as expressly authorized under this Agreement, you may not remove any proprietary notices from the API; use the API in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or other right of any person, or that violates any applicable law; combine or integrate the API with any software, technology, services, or materials not authorized by NEOGOV; design or permit Customer Application(s) to disable, override, or otherwise interfere with any NEOGOV-implemented communications to end users, consent screens, user settings, alerts, warning, or the like; use the API in any of Customer Application(s) to replicate or attempt to replace the user experience of the Services; or attempt to cloak or conceal Customer identity or the identity of Customer Application(s) when requesting authorization to use the API.
4. **Customer Integration Responsibilities.** Customer, Customer developed web or other software services or applications, and Customer third-party vendors that integrate with the API (collectively the “Customer Applications”), shall comply with all terms and conditions of this Agreement, all applicable laws, rules, and regulations, and all guidelines, standards, and requirements that may be posted on <https://api.neogov.com/connect/index.html> from time to time. In addition, Customer will not use the API in connection with or to promote any products, services, or materials that constitute, promote, or are used primarily for the purpose of dealing in spyware, adware, or other malicious programs or code, counterfeit goods, items subject to U.S. embargo, unsolicited mass distribution of email (“spam”), multi-level marketing proposals, hate materials, hacking, surveillance, interception, or descrambling equipment, libelous, defamatory, obscene, pornographic, abusive, or otherwise offensive content, stolen products, and items used for theft, hazardous materials, or any illegal activities.
5. **Cooperation.** If applicable, Customer shall timely provide such cooperation, assistance, and information as NEOGOV reasonably requests to enable the API. NEOGOV is not responsible or liable for any late delivery or delay or failure of performance caused in whole or in part by Customer’s delay in performing, or failure to perform, any of its obligations under this Agreement. NEOGOV will provide Customer maintenance and support services for API issues arising from the information technology designed, developed, and under then current control of NEOGOV. NEOGOV shall have no obligation to provide maintenance or support for issues arising from the inaction or action of Customer or third parties of which are outside NEOGOV control.
6. **Provision of Open API.** In the event license fees or other payments are not due in exchange for the right to use and access the Open API, you acknowledge and agree that this arrangement is made in consideration of the mutual covenants

set forth in this Agreement, including, without limitation, the disclaimers, exclusions, and limitations of liability set forth herein. Notwithstanding the foregoing, NEOGOV reserves the right to charge for access with effect from the start of each Renewal Term by giving Customer at least ninety (90) day notice prior to commencement of a Renewal Term.

7. API Key. In order to use and access the Open API, you must obtain an Open API key through the registration process. Customer agrees to monitor Customer Applications for any activity that violates applicable laws, rules and regulation, or any terms and conditions of this Agreement, including any fraudulent, inappropriate, or potentially harmful behavior. This Agreement does not entitle Customer to any support for the Open API. You acknowledge that NEOGOV may update or modify the Open API from time to time and at our sole discretion and may require you to obtain and use the most recent version(s). You are required to make any such changes to Customer Applications that are required for integration as a result of such Update at Customer sole cost and expense. Updates may adversely affect how Customer Applications communicate with the Services.
8. Efficient Processing. You must use efficient programming, which will not cause an overwhelming number of requests to be made in too short a period of time, as-determined solely by NEOGOV. If this occurs, NEOGOV reserves the right to throttle your API connections, or suspend or terminate your access to the Open API. NEOGOV shall use reasonable efforts to provide Customer notice and reasonable time to cure prior to taking such actions.
9. Open API Limitations. TO THE FULLEST EXTENT PERMITTED UNDER APPLICABLE LAW, IN NO EVENT WILL NEOGOV BE LIABLE TO CUSTOMER OR TO ANY THIRD PARTY UNDER ANY TORT, CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR OTHER LEGAL OR EQUITABLE THEORY FOR ANY DIRECT, LOST PROFITS, LOST OR CORRUPTED DATA, COMPUTER FAILURE OR MALFUNCTION, INTERRUPTION OF BUSINESS, OR OTHER SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND ARISING OUT OF THE USE OR INABILITY TO USE THE OPEN API; OR ANY DAMAGES, IN THE AGGREGATE, IN EXCESS OF FIFTY DOLLARS, EVEN IF NEOGOV HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGES AND WHETHER OR NOT SUCH LOSS OR DAMAGES ARE FORESEEABLE OR NEOGOV WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. ANY CLAIM YOU MAY HAVE ARISING OUT OF OR RELATING TO THIS AGREEMENT MUST BE BROUGHT WITHIN ONE YEAR AFTER THE OCCURRENCE OF THE EVENT GIVING RISE TO SUCH CLAIM.
10. Open API Termination. Notwithstanding the additional Termination rights herein, NEOGOV may immediately terminate or suspend Customer access to Open APIs in our sole discretion at any time and for any reason, with or without notice or cause. In addition, your Open API subscription will terminate immediately and automatically without any notice if you violate any of the terms and conditions of this Agreement.



Agenda Item Memo

City of Lake Geneva

Committee: FLR

Meeting Date: February 17, 2026

Subject / Title: Communications consultant for HWY 50

Submitted By: David De Angelis

Background / Request

Over the past several months we have been working on putting together a plan for mitigating the impacts of the HWY 50 construction project on residents and businesses. As part of that discussion the need for proper communication and assistance regarding communications was discussed. The end result of the discussion was my recommendation to hire a consultant specifically for this task to work with all of the stakeholders to ensure consistent messaging from a single source. I requested proposals for this task from 3 vendors and received two proposals. One from Kane Communications Group and one from G.Moxie. The two firms received the same instructions for proposal and had extensive conversations with me regarding expectations. I have attached both proposals for you review.

Fiscal Impact / Budget

- **Estimated Cost:** \$59,750 for 2026, \$16,520 for both 2027 and 2028
- **Funding Source:** [Click or tap here to enter text.](#) (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☒ Within Budget _____ ☐ Over Budget _____

☐ Budget Comments: The existing budgeted numbers for HWY 50 are reflective of our estimated costs for the design portion of the project and were not specific as to use for communications. This would be the appropriate line item for this use as it is specific for the Hwy 50 project and if additional funds are needed in the future there would need to be a budget adjustment. [Click or tap here to enter text.](#)

- **GL Number:** 43-32-10-1720

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

None

Recommendation:

I am recommending the hiring of G.Moxie for the communications consultant based on their proposal, understanding of our needs and cost.

Possible motion: Move to recommend to the Common Council to hire G.Moxie to provide communication services to for the duration of HWY 50 project.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
FLR	2-17-26		
Common Council	2-3-26		

Attachments (list any and all attachments that go with this item and memo)

G.Moxie Proposal
Kane Communications Proposal

Reviewed by	Date:	Comments

DECEMBER 2025

WIS 50 Public Engagement Proposal

g. Moxie



Presented To
City of Lake Geneva



Presented by
g. moxie



OUR TEAM

g. moxie appreciates the opportunity to provide a proposal for public outreach and stakeholder engagement services regarding the WIS 50 (Main Street) project. g. moxie has a proven track record of developing and executing outreach programs for all types of public and municipal improvement projects.



Laura Goranson
President

With over 40 years of experience, Laura has worked to develop and implement outreach tools and strategies to ensure that all stakeholders, residents, and visitors have accurate and timely information on how to navigate during construction as well as mitigate impacts to their residents and businesses. Laura's capacity to build trust and rapport across stakeholder groups is a critical component to the success of all the projects she is involved in.

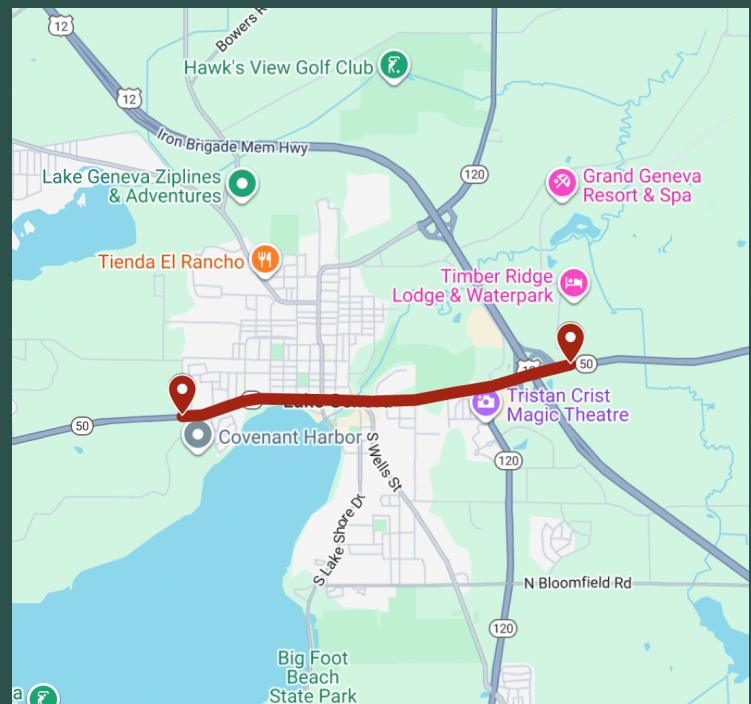


Heather Weber
Vice President

Heather brings over 20 years of experience in marketing, branding, communications, and stakeholder outreach. As a key member of the g.moxie team, she's known for her clear, effective communication and ability to translate complex project information into concise messaging for diverse audiences. Her position on the Elm Grove Business Association Board provides valuable insight into the needs of local downtown business districts.

PROJECT ELEMENTS

- IMPACT ASSESSMENT AND CONSTRUCTION PLAN REVIEW
- COORDINATE WITH CITY, BID, TOURISM AND BUSINESSES
- DEVELOP COMMUNICATIONS PLAN AND COLLATERAL
- ASSIST IN PLAN IMPLEMENTATION
- PROVIDE SUPPORT DURING CONSTRUCTION



Public Outreach & Stakeholder Engagement Proposal

WIS 50 (Main Street) Project

1. Introduction

g. moxie proposes to provide comprehensive public outreach and stakeholder engagement services for the WIS 50 (Main Street) construction project in Lake Geneva. Our team specializes in helping communities navigate construction impacts by combining early impact assessment, practical access solutions, and clear, visitor-focused communications.

Our approach goes beyond notification. We work proactively with project partners and local stakeholders to maintain business visibility, customer access, and community vitality throughout construction. We believe strongly that with the knowledge in hand of how to navigate construction projects, people feel empowered and more at ease about visiting areas.

2. Project Understanding



WIS 50 (Main Street) is a critical commercial and cultural corridor. Construction will create temporary challenges related to access, parking, circulation, and special events. If not addressed proactively, these disruptions can negatively affect businesses, residents, and visitors.

g. moxie understands the importance of identifying impacts early, coordinating closely with stakeholders, and delivering clear, actionable messaging that reinforces the corridor as open, accessible, and welcoming throughout all phases of construction.

3. Scope of Services

Task 1: Construction Impact Assessment

Review construction plans, phasing schedules, and timelines to identify anticipated impacts, including:

- Business and customer access
- Pedestrian and vehicular circulation
- Parking availability and changes
- Wayfinding challenges
- Impacts to tourism, seasonal activity, and special events

Deliverables:

- Construction Impact Summary Memo
- Phase-by-phase impact matrix identifying risks and mitigation opportunities

Task 2: Access Solutions & Mitigation Strategies

In coordination with City staff, BID representatives, Visit Bureau, and business owners, g. moxie will develop practical, phase-specific access solutions, including:

- Temporary access routes and detour strategies
- Pedestrian and vehicular wayfinding recommendations
- Strategies to maintain business visibility during construction
- Coordination considerations for events and peak visitor periods
 - Vibe and trolley usage

Deliverables:

- Access & Mitigation Strategy Plan

Task 3: Communications Plan & Outreach Materials



Based on identified impacts and access solutions, g. moxie will develop a comprehensive single voice communication plan focused on visitors, businesses, and residents. The plan will emphasize clarity, consistency, and “Open for Business” messaging.

Materials may include:

- Construction-phase messaging framework
- Business and visitor access guides
- Maps and wayfinding graphics
- Digital and print-ready outreach materials
- Messaging templates for partners and businesses
- Media Messaging and suggestions for “earned media” opportunities and paid media placement

Deliverables:

- Construction Communications Plan
- Toolbox of outreach materials (maps, guides, templates, graphics) for use in social media

Task 4: Stakeholder Coordination / Plan Implementation

g. moxie will serve as the City's central coordination resource to support clear, consistent communication among project partners and stakeholders. Services may include:

- Training and Implementation of Singular Message
- Regular coordination meetings or check-ins
- Stakeholder briefings on upcoming construction phases

Deliverables:

- Meeting agendas and summaries with action items

Task 5: Ongoing Construction Support

Throughout construction, g. moxie will provide ongoing support to ensure communications remain accurate and responsive as conditions change. This includes:

- Timely updates aligned with construction phasing
- Adjustments to messaging and materials as needed
- Acting as a liaison between stakeholders and the project team
- Proactive problem-solving for emerging access challenges

Deliverables:

- Updated communications and materials, as needed
- Ongoing advisory support throughout construction

4. Project Timeline

- | | |
|--|--------------------|
| • PHASE 1: IMPACT ASSESSMENT | JAN/EARLY-FEB 2026 |
| • PHASE 2: ACCESS SOLUTIONS & COORDINATION | FEB 2026 |
| • PHASE 3: COMMUNICATIONS PLAN & MATERIALS | MAR-MAY 2026 |
| • PHASE 4: IMPLEMENTATION AND ONGOING CONSTRUCTION SUPPORT | TBD |



Timeline to be refined in coordination with the City based on construction Phasing and project needs



PROPOSED BUDGET ESTIMATE

(ROUGH FEE ESTIMATE TO BE REFINED UPON SCOPE CONFIRMATION)

- PHASE 1: IMPACT ASSESSMENT – \$8,750
- PHASE 2: ACCESS SOLUTIONS & COORDINATION – \$15,000
- PHASE 3: COMMUNICATIONS PLAN & MATERIALS – \$36,000
- PHASE 4: ONGOING CONSTRUCTION SUPPORT –\$33,040
 - \$16520 PER CONSTRUCTION SEASON FOR 2027 AND 2028
 - (ASSUMES 28 WEEKS PER SEASON, 8 HOURS PER WEEK)

TOTAL FEE FOR ALL SERVICES \$92,790

Fees include professional services, coordination,
and material development.
Printing, paid media, or specialized
production costs (if required) are not included

Conclusion

g. moxie is passionate about developing collaborative public outreach that helps communities remain accessible and vibrant during construction projects and the disruption that can bring. Through early impact assessment, practical access strategies, and clear communications, we support businesses, visitors, and residents.

It would be our pleasure to partner with the City of Lake Geneva to ensure that businesses and events continue to thrive throughout the reconstruction of WIS 50 (Main Street) project.



Relevant Experience Examples

Public Outreach during Construction Business, Resident, and Event Support

- Zoo Interchange - Milwaukee County, WI
- East - West Bus Rapid Transit through Wauwatosa and Milwaukee
- WIS20/83 Waterford Reconstruction
- I-94 North/South Reconstruction - Included all major intersecting roadways with major commercial districts, events, and attractions such as WIS 50.
- Mitchell International Airport Social Media and Media Relations
- Milwaukee County Transit Public Outreach and Social Media
- Glenview Avenue and Bluemound Road, Wauwatosa /Milwaukee
- Milwaukee Streetcar Construction
- Greenfield Avenue, West Allis - Between WIS 100 and US41
- Watertown Plank Road, Wauwatosa - Running through the Milwaukee County Regional Medical Complex
- 27th Street South, Milwaukee, from Oklahoma Avenue to Ryan Road
- Mitchell Interchange, Milwaukee - Numerous business and residential districts, Mitchell International Airport, and major events
- Hoan Bridge Reconstruction
- US 18 Bluemound Road, Brookfield and Wauwatosa
- US-12 Wisconsin Dells
- Marquette Interchange, Milwaukee - Included numerous downtown commercial and residential districts as well as many large events and attractions.

"We have been very pleased with the strategic work done by g.moxie in helping us communicate project details to our fans. With as many as three million visitors coming to Miller Park each season, it's critical that we aggressively message any impact that there may be on transit to and from Miller Park. g.moxie has taken a lead role in planning and executing these strategies, which has helped minimize the impact on our fans as they travel to and from Miller Park."

Jason Hartlund
Vice President, Brewers Enterprises & Event Services



**"Maximize your game time.
Minimize your lane time."**

Repaving of I-94 East/West will involve lane closures EB and WB in Waukesha County and WB in Milwaukee County from early March to late June 2011. To get to and from Miller Park more easily consider the following travel tips.

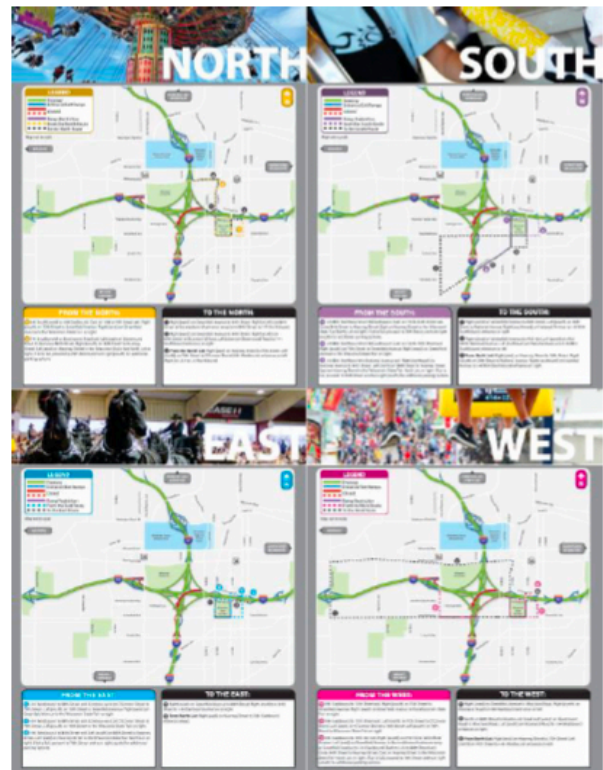
Getting to Miller Park:

- **From the East and Northeast:**
I-43 South to McKinley Ave., east to 6th St., south on 6th St. to Canal St., west on Canal St. to Miller Park.
- **From the West and Northwest:**
HWY 45 South to I-94 East to Miller Park or HWY 41 South to Miller Park.
- **From the Southeast:**
I-43/94 North to 6th St., north to Canal St., west on Canal St. to Miller Park.

Getting home:

- **To the East and Northeast:**
Miller Park Way north to I-94 East.
- **To the West and Northwest:**
HWY 41 North to North Ave., Capitol Dr. or HWY 45, or use Bluemound Rd. or National Ave. west.
- **To the Southeast:**
Canal St. east to 6th St., south on 6th St. to I-43/94 South.

www.repave94.org • 262.548.8721



Wisconsin State Fair
Attendance remained solid during Zoo Interchange Construction. Wisconsin State Fair won a National Fairs award for the outreach strategies and collateral G.Moixe created that helped ensure fairgoers knew the best routes to the Fair!.



WISCONSIN DELLS PARKWAY

NEWSLETTER

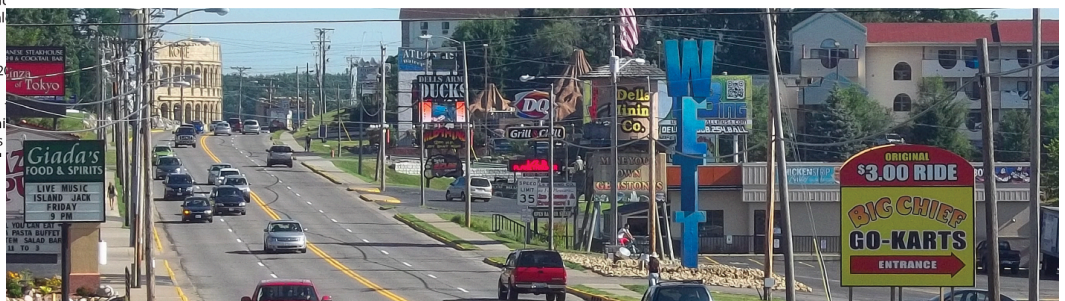
Fall 2012

US 12 Corridor Study - Project Overview

The Wisconsin Department of Transportation (WisDOT) is studying US 12 (Wisconsin Dells Parkway), from WIS 23 (Munroe Avenue) to WIS 13 (Broadway Street). This 2.7 mile corridor runs parallel to I-90/94.

The city of Wisconsin Dells and the village of Lake Delton are popular family destinations not only for their numerous theme parks and attractions, but also for the geological beauty that exists in and around the area. The tourist environment results in a high volume of traffic as well as significant pedestrian and bicycle activity along the corridor.

The study began in Fall 2011 and will continue through 2012. The study will evaluate various alternatives to address existing concerns and reconstruct the roadway in a manner that meets the needs of its users and remains an asset to this unique vacation destination. WisDOT will involve residents, businesses, and organizations throughout the study process.



Milwaukee World Festival is encouraging festivalgoers to plan ahead for their trip to the grounds - has developed a number of tips to ensure a smooth route.

SUMMERFEST 2024 GET AROUND GUIDE

KNOW BEFORE YOU GO...BEST ROUTES TO THE FEST

June 20 - 22 • June 27 - 29 • July 4 - 6

TRANSPORTATION OPTIONS

MCTS

1 Freeway Flyers

Three shuttles will run approximately every half hour from the **MIL COLLEGE AVENUE, I-43 BROWN GREEN, or PULASKI CORNERS PARK & RIDE** and other convenient, non-stop, direct routes to the festival grounds entrance located immediately outside the MFL Gate. Round Trip fare \$10 for ages 18+, \$5 for Reduced fare riders.

2 BRT CONNECT

The **CONNECT BRT LINE** will be \$2.00 to riders throughout the entirety of the festival. Catch a ride every 10-15 minutes along the route on the route which originates at Waterfront Park & Ride. The **CONNECT** drops off at the Lakefront, just blocks from the North Gate.

3 Local Routes

ROUTE 18 and **ROUTE 19** are within walking distance of the Fest. **90 Minute fare \$2 for ages 18+, \$1 for Reduced fare riders**.

The Hop

The Hop streetcar provides an easy, fun, and **FREE** option for traveling from numerous downtown destinations. Ride the Hop to the Lakefront platform located a short walk from the north gate. For **Route 18**, **Route 19**, and **Route 20**, visit thehop.com.

Rideshare

To help festivalgoers easily meet their drivers, **UBER** and **LYFT** pickups and drop-offs will be located outside the North Gate.

Bar Shuttles

Shuttles offer service from North and South sides of Milwaukee. Shuttle pick up and drop off are located at either the North or South Gates.

Downtown Parking Lots + Structures

Get any of the downtown area prior to the Lakefront exit and park in one of the many downtown parking structures.

Bicycle

Utilize the **HANK AARON STATE TRAIL** - **GRAN LEAP TRAIL** - other local paths to get you to the Fest. Bicycle parking is located near MFL North + South Gates. Check out a **BIBUS & BIKES** from any station in Milwaukee and return it at any station near the Festival grounds. For Station Locations - BikeBorrow.com, visit bikeborrow.org.

RECOMMENDED PARKING

▲ Museum Center Park	700 N. FIRST ST. AVE.
▲ Union Square	801 N. CLINTON ST.
▲ US Bank Stadium	700 N. CLINTON ST.
▲ US Bank Field	801 N. CLINTON ST.
▲ Milwaukee Public Market	401 N. WATER ST.
▲ Ohio State House	401 N. WATER ST.
▲ The Pilsner Hall	401 N. WATER ST.
▲ Carlsbad Stadium	401 N. WATER ST.
▲ 100 N. Jackson St. Parking	700 N. JACKSON ST.
▲ 200 N. State St. Garage	700 N. STATE ST.
▲ 300 N. State St. Garage	700 N. STATE ST.
▲ 400 N. State St. Garage	700 N. STATE ST.
▲ 500 N. State St. Garage	700 N. STATE ST.
▲ 600 N. State St. Garage	700 N. STATE ST.
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▲ 1300 N. State St. Garage	700 N. STATE ST.
▲ 1400 N. State St. Garage	700 N. STATE ST.
▲ 1500 N. State St. Garage	700 N. STATE ST.
▲ 1600 N. State St. Garage	700 N. STATE ST.
▲ 1700 N. State St. Garage	700 N. STATE ST.
▲ 1800 N. State St. Garage	700 N. STATE ST.
▲ 1900 N. State St. Garage	700 N. STATE ST.
▲ 2000 N. State St. Garage	700 N. STATE ST.

Download the app to plan your trip: summerfest.com/getting-here

ZOO A LA CARTE

AUGUST 19, 2016

31 HOUR I-94 EAST WEEKEND CLOSURE

As part of the Zoo Interchange project, I-94 Eastbound will be fully closed for 31 hours starting Friday, August 19 at 10:00PM and will be closed until Sunday, August 21 at 5:00AM. During this full closure crews will work to get ridges for the new I-94 Eastbound to I-41 Northbound and the I-94 Eastbound to I-41 Southbound system ramps.

Motorists should utilize Greenfield Avenue or Bluemound Road to get around the closure. Traffic backups and delays are anticipated along the freeway segments approaching the closure. If your weekend includes traveling on I-94 East in this area, don't let the construction change your plans. View more information on the project at zooic.org.

Please plan ahead, allow for extra time, and drive safely. Your patience is appreciated.
All closures are weather dependent and subject to change.

THANK YOU FOR CHOOSING US

To connect with the Milwaukee County Zoo, visit:

- @MilwaukeeCoZoo
- /MilwaukeeCountyZoo
- milwaukeezoo.org

To connect with the Zoo Interchange Project, visit:

- @WIZooIC
- /wizoointerchange
- zoointerchange.wi.gov

STAY CONNECTED

ZOO interchange

don't forget!
scan here

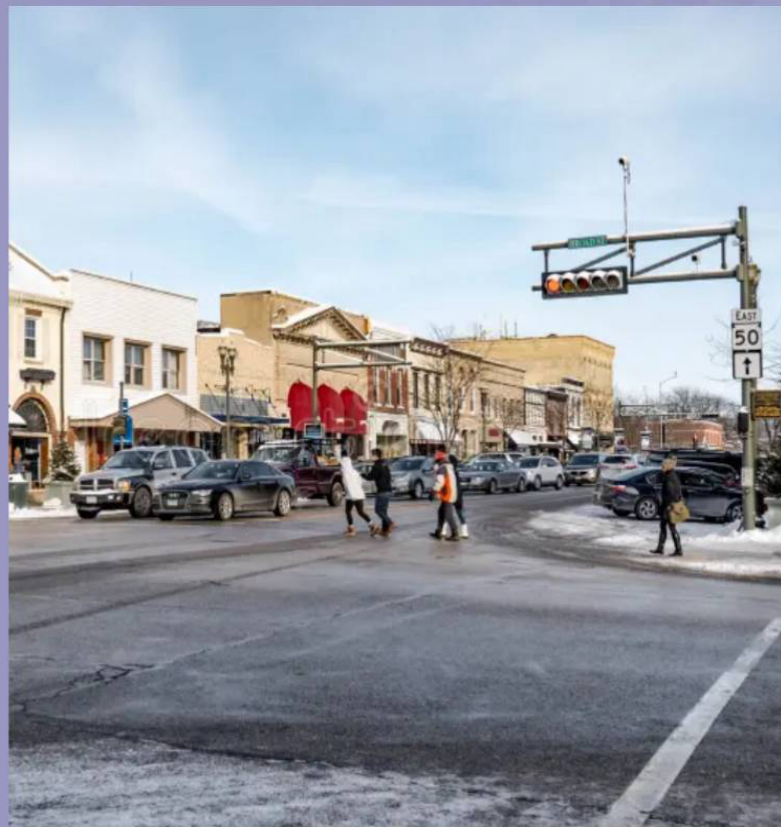
THE BEST ROUTE TO SUMMERFEST

Walking Directions to Summerfest from parking to provide festival goers plan-ahead parking and reduced stress accessing parking and the event.

kane

WIS 50 Road Project Lake Geneva Proposal

Stay informed. Stay connected. Stay Lake Geneva.



February 2026



Dear David DeAngelis,

Thank you for the opportunity to submit this proposal for consideration as a communications partner for the City of Lake Geneva's upcoming downtown reconstruction project. We appreciate the time, thought, and leadership that has gone into planning a project of this scale and its importance to the community.

Lake Geneva is more than a city, it is a destination, an economic engine, and a place people return to year after year to enjoy the amazing shops, restaurants and outdoor amenities. Managing a multi-year reconstruction effort in a community that serves residents, businesses, visitors, and vacation-home owners requires more than information sharing. It requires clarity, consistency, and communications that build confidence while helping people navigate real-world impacts.

Kane Communications Group brings extensive experience supporting complex transportation projects and tourism-driven destinations. We understand the importance of keeping communities informed, visitors welcomed, and businesses supported, especially when access, parking, and events intersect with construction activity.

Our proposed approach is designed to help the City communicate proactively, reduce confusion, and protect Lake Geneva's reputation as a vibrant and accessible destination throughout every phase of reconstruction.

We are excited about the opportunity to partner with the City and look forward to discussing how Kane's strategic communications expertise can support a successful project for Lake Geneva, its residents, and its visitors.

Thank you again for your consideration.

Sincerely,

A handwritten signature in black ink, reading "Cole R. Buerger".

Cole Buerger
Vice President
Kane Communications Group

City of Lake Geneva

Downtown Reconstruction Communications Plan (2026-2028)

February 11, 2026

Situation Overview

Beginning in 2026, the City of Lake Geneva will undertake a multi-year downtown reconstruction project that includes utility work, sewer and water improvements, and full road reconstruction extending through 2028. As a premier tourist destination and second-home community for many Illinois residents, Lake Geneva faces unique communications challenges: maintaining visitor confidence, supporting local businesses, managing parking constraints, and ensuring residents and property owners remain informed and engaged.

Kane Communications Group proposes a proactive, phased, and highly visible communications program designed to:

- Minimize confusion and frustration during construction
- Protect tourism, events, and downtown commerce
- Provide timely, accurate, and accessible information
- Build trust through transparency and consistency

This plan outlines strategy, tactics, timing, staffing, and a detailed cost framework aligned with Kane's proven public-sector infrastructure communications approach.

Communication Objectives:

1. Inform residents, business owners, property owners, and visitors about construction timelines, impacts, and progress.
2. Guide visitors and residents to parking, events, and downtown destinations despite construction.
3. Reassure tourists, second-home owners, and event attendees that Lake Geneva remains open and welcoming.
4. Support downtown businesses during construction.
5. Prepare the community for high-traffic seasonal events amid constrained parking and access.
6. Reduce risk of misinformation through a single, trusted source of truth.

Target Audiences:

- Full-time Lake Geneva residents
- Downtown businesses and employees
- Seasonal residents and second-home owners (especially Illinois-based)
- Tourists and day-trippers
- Event attendees (five major annual events)
- Media (local, regional, tourism-focused)
- City leadership and staff

Kane's Approach:

Kane Communications Group will guide the City of Lake Geneva through this multi-year reconstruction using our proven Intelligent Start → Informed Outreach → Smart Growth model. This framework ensures communications are grounded in insight, activated with precision, and scaled to meet peak tourism and construction impacts.

- ➔ Intelligent Start (Planning and Discovery) - Our research turns relevant insights into strategic plans with clear, measurable objectives.
- ➔ Informed Outreach (Strategic Execution) - We implement marketing and communications strategies to move your priorities and your audiences into action.
- ➔ Smart Growth (Accountability and Evaluation) - We evaluate results and refine tactics as we go, working as your partner every step of the way.

Intelligent Start (Foundation & Readiness | 2026)

Establish clarity, trust, and infrastructure before disruption accelerates.

Information gathered during the Intelligent Start phase will serve to inform the development of strategic marketing and communications plan that will guide outreach activities during the Informed Outreach.

Strategic Focus

- Align City leadership, engineering teams, and contractors around one communications system
- Set expectations for residents, businesses, and visitors
- Identify key audiences
- Develop overarching project brand and key messages
- Build the overarching strategic plan that guide tactics designed to support the community through all phases of construction

Key Activities

- Planning meetings
- Communications strategy and governance
- Message architecture and project narrative
- Launch of centralized construction information hub
- Initial media briefings and stakeholder alignment

Strategic and Planning Deliverables

- Comprehensive construction communications strategy (multi-year roadmap)
- Communications governance playbook (roles, approvals, escalation protocols)
- Stakeholder mapping and engagement matrix
- Baseline sentiment and media audit
- Message architecture and project narrative
- Talking points and FAQs

Brand and Infrastructure Deliverables

- Project brand identity (name and logo)
- Messaging toolkit for City leadership and partners
- Centralized Construction Information Hub (dedicated URL + update framework)
- Email opt-in system integration on website
- FAQ library (public + business specific)

Launch Deliverables

- Public announcement materials (press release, Mayor script, media kit)
- Community briefing presentation
- Initial stakeholder toolkit (businesses, tourism partners, event planners)
- Social media launch assets
- Construction overview fact sheet

Informed Outreach (Active Construction & Navigation | 2026–2028)

Deliver timely and consistent information that helps people navigate impacts, especially parking and events access.

The Intelligent Start process will provide keen insight into which tactics will be included and implemented during Informed Outreach. Activities may include:

Ongoing Communications System

- Bi-weekly construction updates (email + website)
- Monthly business owner briefings
- Quarterly community updates
- Annual construction overview brochure
- Ongoing media relations and proactive outreach
- Real-time issue response protocol

Navigation and Wayfinding Support

- Annual 11×17 'Get Around Guide' (parking & access map)
- Event-specific traffic and parking plans
- Business signage templates ('Open During Construction')
- Directional signage content and messaging
- Visitor-friendly digital parking guidance graphics

Seasonal and Event Communications

- Seasonal Readiness Plans (Spring/Summer, Fall, Holiday)
- Five annual event communications toolkits
- Social media geofencing campaigns
- Paid social amplification during peak periods
- Illinois-targeted messaging for second-home owners and visitors

Community & Stakeholder Engagement

- Email e-blasts
- Regular website updates
- Media relations and issues management
- Outreach to target communities / audiences
- Road directional signage
- On-site presence at key events (as needed)
- Coordination with VCB, downtown associations, and event planners
- Community partner messaging toolkits
- Rapid response media briefings

Reporting & Accountability

- Monthly Client Activity Report (CAR)
- Client Conference Reports (CCR) following meetings
- Monthly performance dashboard (web, email, media, engagement metrics)

Smart Growth (Visibility, Confidence & Momentum | Ongoing)

Protects tourism, reinforces downtown vitality, and sustains confidence throughout construction

Smart Growth is Kane's disciplined account leadership and performance management phase. It ensures the Downtown Reconstruction Communications Plan remains aligned, responsive, and accountable throughout construction. As conditions evolve – from seasonal tourism surges to shifting construction phases – Smart Growth ensures the City leads with clarity, consistency, and confidence. This is where strategy is monitored, refined, and strengthened to protect Lake Geneva's reputation and public trust.

Strategic Focus

- Provide senior-level communications leadership throughout the multi-year initiative
- Maintain alignment across City leadership, engineers, contractors, tourism partners, and downtown businesses
- Monitor performance and public sentiment in real time
- Anticipate and mitigate risk before issues escalate
- Optimize messaging and resource allocation to maximize impact
- Reinforce transparency and accountability at every stage of construction

Core Activities

- Senior account leadership serving as trusted advisor to City leadership
- Monthly strategic coordination meetings and cross-partner alignment
- Ongoing performance monitoring (website, email, social, earned media)
- Media monitoring and social listening to identify emerging concerns
- Proactive risk assessment aligned with construction milestones
- Seasonal and event-driven communications recalibration
- Budget oversight and tactical optimization



Key Deliverables

- Monthly Client Activity Report (CAR) summarizing strategic progress
- Client Conference Reports (CCR) with documented action items
- Executive performance dashboard tracking engagement and sentiment
- Quarterly strategic performance summaries for City leadership
- Updated issue response protocols and holding statements (as needed)
- Annual strategic recalibration session
- Annual 'State of Downtown Progress' executive summary
- Final 2028 Grand Reopening Communications Plan

Investment

Year 2026: \$325,000

Year 2027: \$290,000

Year 2028: \$280,000

The investment above is broken out by year with a decrease reflected as processes are established and a cadence is established. Kane provides a Client Activity Report (CAR) with each monthly invoice summarizing the key activities that took place in the month prior. Kane also provides an agenda before every client meeting and a Client Conference Report (CCR) summary (meeting recap) with action items after every client meeting. These activities are included in the scope of work.

Expenses such as but not limited to printing, billboard placement, mileage and other costs are outside the scope of investment above. When possible, these items will be billed directly to the city.

Value to the City of Lake Geneva

This program delivers more than updates, it delivers confidence. By investing in proactive communications, the City protects tourism revenue, supports downtown businesses, reduces public frustration, and reinforces Lake Geneva's reputation as a premier destination, even during construction.

Kane Communications Group brings infrastructure communications expertise, destination sensitivity, and disciplined execution to ensure Lake Geneva, and its target audiences, remains informed throughout construction.

Kane's experience:

The Kane team brings deep, real-world experience guiding communities through complex, high-profile road and infrastructure projects while protecting local economies and public confidence. Our team has led strategic communications for major transportation initiatives including

Road Projects:

- I-93/90/94 - Madison to Wisconsin Dells
- Verona Road Project - Verona
- WIS 32 Project - Downtown De Pere
- WIS 151 - Columbus to Waupun
- Beltline Planning and Environment Linkages (PEL) Study - Middleton - Cottage Grove

- I39/90/94 Wisconsin River Bridge Project – Columbia County
- I-39/90 – Madison to Wisconsin State Border
- WIS 172 – Brown County
- Hwy 29 Corridor Preservation Project
- Military Avenue Project – Green Bay
- Holmgren Way Extension – Ashwaubenon
- McCleary Bridge Project - Wausau

Tourism related projects:

- Lambeau Field Expansion – Green Bay
- Burger Fest – Seymour
- Lodge Kohler Grand Opening – Green Bay
- Experimental Aircraft Association (E.A.A.) – Oshkosh
- Green Lake Country Visitors Bureau – Green Lake, Ripon, Markesan, Princeton and Berlin

City of Lake Geneva

Resident Volunteer Application for: Boards, Committees, and Commissions



Date: 4/10/2025 Aldermanic District: 2 Years in Lake Geneva 4+
Last name: Pfeifer First name: Luke

Please prioritize your first choice 1-3 of the committees you would like to serve on:

<u> </u> Avian Committee (2-year term)	<u>2</u> City Plan Commission (3-year term)
<u> </u> Cemetery Board (2-year term)	<u> </u> Police and Fire Commission (5-year term)
<u> </u> Geneva Lake Environmental Agency (1-year term)	<u>1</u> Tourism Commission (1-year term)
<u> </u> Historic Preservation Committee (3- year term)	<u> </u> Tree Board (3-year term)
<u> </u> Hillmoor Commission (3-year term)	<u> </u> Utility Commission (3-year term)
<u> </u> Library Board (3-year term)	<u>3</u> Zoning Board of Appeals 3-year term)
<u> </u> Park Board (3-year term)	<u> </u> Other <u> </u>

Please answer the following questions:

Why are you interested in serving on the above indicated committees?

As a resident of Lake Geneva with my wife and 10-year-old daughter, as well as a local business owner, I am passionate about the amazing community we live in and that our daughter is growing up in. I can bring a mix of experience, including my time in various other states, to an appointment on one of the commissions.

List any specific qualifications you have to serve on your selections.

As outlined in the next question, I have served on various boards and committees. I have over 30 years of technology experience and 25 years of hospitality experience. We foster and grow together as a community, including residents, businesses, and visitors. As a resident of Lake Geneva raising our daughter and business owner, I will bring viewpoints to the committees that represent residents, families, and business owners alike. I am comfortable and confident with financials and in developing and understanding processes and procedures.

Do you have any experience with Public Service or prior Civic Involvement?

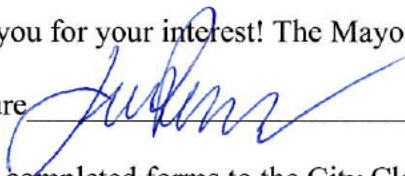
I served on the City of Lake Geneva's Short-Term Rental Ad-hoc committee. I currently serve as a council member at Immanuel Lutheran Church in Lake Geneva and as a Visit Lake Geneva board member. Previously, I served on other church councils and the Lakeland College (University) Alumni Board.

What are your goals for your chosen boards/committees/commissions, or the City in general?

Foster and develop Lake Geneva's long-term growth and viability so that generations will live and enjoy this wonderful city. In addition, promoting and growing the number of hotel rooms occupied in the city. To do this, we need to take a multi-prong approach and work with all stakeholders, recognizing growth is important to our overall tax base and ensuring our taxes and cost of living remain in check. At the same time, growth must be smart and planned yet flexible, as you cannot predict everything that will come down the road.

Thank you for your interest! The Mayor may request an interview.

Signature



Date 4/10/2025

Submit completed forms to the City Clerk's Office:

626 Geneva St, Lake Geneva WI 53147

cityclerk@cityoflakegeneva.gov

Office Use:

Date Received: 04/10/2025

Employee: LR - City Clerk