



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147-262.248.3673-[www.cityoflakegeneva.gov](http://www.cityoflakegeneva.gov)

---

**Cemetery Board Agenda**  
**Wednesday, June 17, 2026 - 12:00 PM**  
**Lake Geneva City Hall; Conference Room 2C (2nd Floor)**

**Members:**

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

1. Call to Order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from May 20, 2026
5. Review of Monthly Financial Reports
6. Review of Staff Liaison Report
7. Discussion/Recommendation regarding the purchase of an additional Columbarium and concrete walks with surplus CIP funds
8. Adjournment

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

Cemetery Board Minutes  
May 20, 2026  
City Hall Room 2C  
Lake Geneva, WI 53147

The meeting was called to order at 12:02 pm

Roll Call: Chair Alderperson Cathy Stoodley, Secretary Ruth Monico, Rick Bailey. Vice President Terry Krohn and Alderperson Linda Frame, absent. Also attending: David Winger, Parks Director, Tom Earle, DPW, Chad Jacobs, Cemetery Groundskeeper, and Bridget Barry, Kapur.

Comments from the Public limited to 5 minutes; limited to items on the agenda. None.

Annual Election of Officers:

- a. President. Ruth Monico made a motion to nominate Cathy Stoodley for President. Rick Bailey seconded the nomination. Motion passed 3-0.
- b. Vice President. Ruth Monico made a motion to nominate Terry Krohn for Vice President. Alderperson Stoodley seconded the motion and motion passed 3-0.
- c. Secretary. Alderperson Stoodley nominated Ruth Monico for secretary and the motion was seconded by Rick Bailey. Motion passed 3-0.

Comments from the Public limited to 5 minutes; limited to items on the agenda. None.

Approval of minutes from February 18, 2026. Alderperson Stoodley made a motion to approve, Rick Bailey seconded. Motion passed 3-0.

Review/Acceptance of monthly Financial Reports. No new reports.

Review of Staff Liaison Report.

- \* Bridget Barry from Kapur reported on the status of the roads in the cemetery. The cost is \$326,000 and bids were taken for the project.
- \* Shed. The shed has been approved and the contractor stated that it will be done by the end of the year.
- \* Chapel. The outside is all finished. There are new windows and a new roof. Phase 2 will remove the drop ceiling and update the inside.
- \* Columbarium. Sheer won the bid as approved by Council and the new Columbarium will be installed before the end of the year.

Review of Cemetery Rules and Regulations. Continued.

Discussion regarding creating a cemetery enhancement fund. David is looking into the Perpetual Funds remaining within the Cemetery funds.

Discussion regarding parking issues in the cemetery adjacent to the Zipline attraction and the customers parking and walking the trails to avoid entrance fees. Alderperson Stoodley made a motion to create a parking ordinance for non cemetery business, Rick Bailey seconded the motion and it passed 3-0.

Discussion/Recommendation regarding cemetery fees. Continued.

Motion to adjourn made by Ruth Monico and seconded by Rick Bailey. Passed 3-0. The meeting adjourned at 1:04 pm.

Respectfully Submitted,  
Ruth Monico, Secretary

Account Number	Account Title	2026-26 Period Actual	2026-26 Current year Actual	Current year Budget	Variance Current year	% of Budget
<b>CEMETERY FUND</b>						
<b>CEMETERY FUND</b>						
<b>CEMETERY FUND</b>						
48-00-00-41110	PROPERTY TAX LEVY	168,000.00	168,000.00	168,000.00	.00	100.00
48-00-00-46100	MISC REVENUE	550.00	4,625.00	3,500.00	1,125.00-	132.14
48-00-00-46540	SALE OF GRAVES/NICHES	4,290.00	11,030.00	20,000.00	8,970.00	55.15
48-00-00-46550	FOUNDATIONS/STAKE-OUTS	550.00	650.00	900.00	250.00	72.22
48-00-00-46560	BURIAL INTERMENTS	11,970.00	15,680.00	30,000.00	14,320.00	52.27
48-00-00-48110	INVESTMENT INCOME	971.45	1,516.18	8,500.00	6,983.82	17.84
48-00-00-49100	APPL OF PRIOR YEARS APPROP	.00	.00	119,821.00	119,821.00	.00
48-00-00-49400	TRANSFER FROM PERPETUAL CARE	5,343.53	7,738.92	14,000.00	6,261.08	55.28
Total CEMETERY FUND:		191,674.98	209,240.10	364,721.00	155,480.90	57.37
<b>CEMETERY FUND</b>						
48-00-00-51200	CEM WAGES	38,192.00	60,016.01	142,611.00	82,594.99	42.08
48-00-00-51250	CEM OVERTIME	883.16	1,087.76	4,100.00	3,012.24	26.53
48-00-00-51260	CEM SEASONAL LABOR	7,690.60	7,690.60	32,339.00	24,648.40	23.78
48-00-00-51270	CEM ADMIN ASSISTANT	8,522.79	13,194.01	31,618.00	18,423.99	41.73
48-00-00-51340	CEM LIFE INSURANCE EXP	132.15	217.44	550.00	332.56	39.53
48-00-00-51345	CEM HEALTH INSURANCE	11,681.61	19,066.17	46,726.00	27,659.83	40.80
48-00-00-51350	CEM DENTAL INSURANCE	688.17	1,121.94	2,753.00	1,631.06	40.75
48-00-00-51355	CEM VISION INSURANCE	34.62	56.51	139.00	82.49	40.65
48-00-00-51360	CEM RETIREMENT EXPENSE	3,427.00	5,450.17	10,268.00	4,817.83	53.08
48-00-00-51370	CEM DISABILITY EXP	113.16	188.60	500.00	311.40	37.72
48-00-00-51380	CEM UNIFORM ALLOWANCE	.00	1,400.00	1,400.00	.00	100.00
48-00-00-51520	CEM FICA EXPENSE	4,110.69	6,206.93	16,116.00	9,909.07	38.51
48-00-00-52210	CEM TELEPHONE EXP	262.54	433.42	1,250.00	816.58	34.67
48-00-00-52220	CEM ELECTRICITY EXP	866.26	1,141.35	1,900.00	758.65	60.07
48-00-00-52240	CEM GAS HEAT EXP	389.56	864.70	2,800.00	1,935.30	30.88
48-00-00-52260	CEM WATER/SEWER EXP	4,385.69	4,385.69	3,500.00	885.69-	125.31
48-00-00-52400	CEM BUILDING REPAIRS	.00	.00	15,000.00	15,000.00	.00
48-00-00-52500	CEM EQUIP MAINT/REPAIRS	340.26	347.25	3,300.00	2,952.75	10.52
48-00-00-53100	CEM OFFICE SUPPLIES	90.07	90.07	100.00	9.93	90.07
48-00-00-53130	CEM WORKERS COMP INS	.00	.00	4,000.00	4,000.00	.00
48-00-00-53140	CEM LIABILITY/PROPERTY INS	.00	.00	2,350.00	2,350.00	.00
48-00-00-53200	CEM MEMBERSHIP DUES	.00	216.00	200.00	16.00-	108.00
48-00-00-53320	CEM CONFERENCE	.00	.00	2,000.00	2,000.00	.00
48-00-00-53400	CEM OPERATING SUPPLIES	1,634.38	1,765.32	2,500.00	734.68	70.61
48-00-00-53410	CEM FUEL EXPENSE	1,267.01	1,631.36	4,500.00	2,868.64	36.25
48-00-00-53500	CEM BLDG MAINT SUPPLIES	.00	.00	250.00	250.00	.00
48-00-00-53510	CEM VEHICLE MAINT/REPAIR	.00	.00	3,750.00	3,750.00	.00
48-00-00-53600	CEM MAINT SERVICE EXP	219.00	286.59	1,200.00	913.41	23.88
48-00-00-53620	CEM GROUNDS/LANDSCAPING	252.50	2,687.30	10,000.00	7,312.70	26.87
48-00-00-53990	CEM MISC EXP	.00	.00	1,000.00	1,000.00	.00
48-00-00-54200	CEM GRAVES/FOUNDATIONS	.00	.00	15,000.00	15,000.00	.00
48-00-00-54300	CEM COLUMBARIUM EXPENSES	.00	.00	2,000.00	2,000.00	.00
48-00-00-58100	CEM EQUIPMENT OUTLAY	.00	.00	4,000.00	4,000.00	.00
Total CEMETERY FUND:		85,183.22	129,545.19	369,720.00	240,174.81	35.04
Total CEMETERY FUND:		276,858.20	338,785.29	734,441.00	395,655.71	46.13
CEMETERY FUND Revenue Total:		191,674.98	209,240.10	364,721.00	155,480.90	57.37
CEMETERY FUND Expenditure Total:		85,183.22	129,545.19	369,720.00	240,174.81	35.04

Account Number	Account Title	2026-26 Period Actual	2026-26 Current year Actual	Current year Budget	Variance Current year	% of Budget
	Net Total CEMETERY FUND:	106,491.76	79,694.91	4,999.00-	84,693.91-	1,594.22-
	Net Grand Totals:	106,491.76	79,694.91	4,999.00-	84,693.91-	1,594.22-

**CITY OF LAKE GENEVA**  
BALANCE SHEET  
MAY 31, 2026

**FUND 48 - CEMETERY FUND**

<u>ASSETS</u>			
48-00-00-11111	FUND CASH	219,084.04	
48-00-00-12100	TAXES RECEIVABLE	168,000.00	
		<hr/>	
	TOTAL ASSETS		387,084.04
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
48-00-00-21100	ACCOUNTS PAYABLE	4,394.06	
48-00-00-21700	ACCRUED WAGES PAYABLE	1,742.10	
48-00-00-26100	DEFERRED TAX REVENUE	168,000.00	
		<hr/>	
	TOTAL LIABILITIES		174,136.16
<u>FUND EQUITY</u>			
48-00-00-34800	ASSIGNED FUND BALANCE	136,032.97	
	REVENUE OVER EXPENDITURES - YTD	76,914.91	
		<hr/>	
	TOTAL FUND EQUITY		212,947.88
			<hr/> <hr/>
	TOTAL LIABILITIES & EQUITY		387,084.04
			<hr/> <hr/>

Account Number	Account Title	2026-26 Period Actual	2026-26 Current year Actual	Current year Budget	Variance Current year	% of Budget
<b>CEMETERY PERPETUAL CARE</b>						
<b>CEMETERY PERPETUAL CARE</b>						
<b>CEMETERY PERPETUAL CARE</b>						
49-00-00-46100	PERPETUAL CARE CONTRIBUTIONS	.00	4,600.00-	8,000.00-	3,400.00-	57.50
49-00-00-48110	INVESTMENT INCOME	5,343.53-	7,738.92-	16,000.00-	8,261.08-	48.37
49-00-00-48140	PORTFOLIO GAINS/LOSSES	21,076.29-	50,338.49-	25,000.00-	25,338.49	201.35
Total CEMETERY PERPETUAL CARE:		26,419.82-	62,677.41-	49,000.00-	13,677.41	127.91
<b>CEMETERY PERPETUAL CARE</b>						
49-00-00-59400	TRANSFER TO CEMETERY FUND	5,343.53	7,738.92	13,000.00	5,261.08	59.53
Total CEMETERY PERPETUAL CARE:		5,343.53	7,738.92	13,000.00	5,261.08	59.53
Total CEMETERY PERPETUAL CARE:		21,076.29-	54,938.49-	36,000.00-	18,938.49	152.61
CEMETERY PERPETUAL CARE Revenue Total:		26,419.82-	62,677.41-	49,000.00-	13,677.41	127.91
CEMETERY PERPETUAL CARE Expenditure Total:		5,343.53	7,738.92	13,000.00	5,261.08	59.53
Total CEMETERY PERPETUAL CARE:		21,076.29-	54,938.49-	36,000.00-	18,938.49	152.61
Grand Totals:		21,076.29-	54,938.49-	36,000.00-	18,938.49	152.61

**CITY OF LAKE GENEVA**  
**BALANCE SHEET**  
**MAY 31, 2026**

**FUND 49 - CEMETERY PERPETUAL CARE**

ASSETS

49-00-00-10600	INVESTMENTS-EDWARD JONES	997,613.36	
49-00-00-11111	FUND CASH	15,874.99	
49-00-00-12700	LAND	.26	
49-00-00-12710	PREPAID REAL ESTATE TAXES	2,012.26	
	TOTAL ASSETS		1,015,500.87

LIABILITIES AND EQUITY

LIABILITIES

49-00-00-24200	DUE TO INVESTMENT ACCT	3,120.00	
	TOTAL LIABILITIES		3,120.00

FUND EQUITY

49-00-00-34800	RESTRICTED FUND BALANCE	957,442.38	
	REVENUE OVER EXPENDITURES - YTD	54,938.49	
	TOTAL FUND EQUITY		1,012,380.87
	TOTAL LIABILITIES & EQUITY		1,015,500.87