



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

**CITY OF LAKE GENEVA FINANCE, LICENSING, AND REGULATION COMMITTEE**  
**TUESDAY, OCTOBER 18, 2022 - 4:30 PM**  
**LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

**Members:**

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

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2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25
3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free)  
**Access Code:** 9746153

**AGENDA**

1. Call to Order by Chairperson Howell
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the October 4, 2022 Finance, Licensing, and Regulation Committee minutes as prepared and distributed
5. **Licenses & Permits**
  - a. Discussion/Recommendation regarding an Original Class "B" Fermented Malt Beverage License and Class "C" Wine License Application filed by Barefoot Blonde Farms LLC d/b/a Barefoot Blonde Farms LLC, located at 152 Center St, North Suite, Sasha Butinas, Agent
  - b. Discussion/Recommendation regarding a Tier II Event Permit application filed by VISIT Lake Geneva for the 47th Annual Lake Geneva Electric Christmas Parade to take place on December 3, 2022 from 3:00 p.m. to 6:30 p.m., located on Williams St, Broad St, and Main St
6. Discussion/Recommendation regarding possible increase of 2023 Parking Rates *(Item was continued at the October 4, 2022 Finance, Licensing, and Regulation Committee meeting)*
7. Discussion/Recommendation regarding Pay Request #1 filed by Wolf Paving for work completed

on the 2022 Street Improvement Project- Phase I, in an amount not to exceed \$462,202.74

8. Discussion/Recommendation regarding possible purchase of lots with Tax Keys: ZA400001, ZA400002, ZA400003, and ZA400004 for Oakhill Cemetery *(Item was continued at the October 4, 2022 Finance, Licensing, and Regulation Committee meeting)*
9. Discussion/Recommendation regarding the adoption of Policy 7.91- Elected Official Code of Conduct

#### 10. Presentation of Accounts

- a. Pre-paid Checks: \$68,024.31
- b. Regular Checks: \$214,504.67

11. **Motion to go into Closed Session** pursuant to Wis. Stat. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility **regarding: 1) Chief Rasmussen PTO Payout**
12. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

#### 13. 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.*

**CITY OF LAKE GENEVA FINANCE, LICENSING, AND REGULATION**  
**COMMITTEE MINUTES**  
**TUESDAY, OCTOBER 4, 2022 - 4:30 PM**  
**LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

**Members:** Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Call to Order by Chairperson Howell

Chairperson Howell called the meeting to order at 4:30 p.m.

Roll Call

**Present:** Howell, Halverson, Fesenmaier, Yunker, and Hedlund

**Absent:** None

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

Roger Wolff; 771 W Main St; Spoke in opposition to the increase in the parking rates for 2023. He asked that the increase be postponed until the fall of 2023, to see how the downtown businesses fare with the increased inflation.

Stephen Schroeder; 111 Center St; Spoke in opposition to the increase in the parking rates for 2023.

Karin Bennett; 384 Stone Ridge Dr; Spoke in opposition to the increase in the parking rates for 2023.

Stephanie Klett; 527 Center St; Gave information to the committee regarding parking, from a tourism aspect. Spoke in opposition to the increase in the parking rates for 2023.

Spyro Condos; 1760 Hillcrest Dr; Spoke in opposition to the increase in the parking rates for 2023.

Sean Payne 744 West Main St; Spoke in opposition to the increase in the parking rates for 2023.

Joann Patzhold; 146 Broad St; Spoke in opposition to the increase in the parking rates for 2023.

Jeff Shoo; 255 Broad St; Spoke in opposition to the increase in the parking rates for 2023.

Sarah McConnell; 21 Lake View Dr; Spoke in opposition to the increase in the parking rates for 2023.

David McConnell; 21 Lake View Dr; Spoke in opposition to the increase in the parking rates for 2023.

Diane Cohen; 831 West Main St; Spoke in opposition to the increase in the parking rates for 2023.

Approval of the September 20, 2022 minutes of the Finance, Licensing, and Regulation Committee as prepared and distributed

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

**Licenses & Permits**

**NONE**

Motion by Halverson to move up the parking rate agenda item, second by Fesenmaier. Motion carried 3-2, with Hedlund and Yunker voting no.

Discussion/Recommendation regarding possible increase of 2023 Parking Rates

Parking Manager Elder stated that if there was an increase of the parking rate by \$1.00 (changing the hourly rate to \$3.00) the annual revenue would increase by \$990,000. Finance Director Pisarcik stated that Wisconsin is different in that our revenue streams are limited; the City cannot collect sales tax or the whole amount of room tax that is charged. Elder stated that the City could see an annual increase of \$2.9 million if the parking rate was increased to \$5.00 per hour. Halverson stated that he is opposed to any kind of increase, but added that there hasn't been an increase in over a year. Hedlund stated that he would like to see a Premier Resort Area Tax implemented, but that there has been pushback from the legislators. Hedlund stated that the tourists also drive up the costs associated with the functions of the City; the City has a large Public Works Department, a large Police Department, and Fire Department, with services used by tourists and residents. He added that it isn't always plausible to ask the City tax payers to keep funding the tourist guests.

Pisarcik added that the two largest revenue streams for the City, that can be increased, are the parking rates and beach admission rates.

Motion by Howell to continue to the next regular meeting, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding the City of Lake Geneva Impact Fee Feasibility Report prepared by Ruckert-Mielke

Ed Maxwell from Ruckert- Mielke addressed the committee regarding the City's impact fee feasibility analysis. He stated that there have been legislative changes to impact fees since the City had conducted its studies back in 2004. He noted that impact fees cannot cover operating costs, new vehicles, existing deficiencies, and infrastructure that is not included in the statutes. The study needs to include the service area, forecast of new growth, existing facilities inventory, service standards, future projects and housing affordability.

Municipalities would be required to give developers a written notice of the impact fees; they could be given a copy of the impact fee study. He explained that the City would have to generate annual reports of spending, keep those funds separate, and would need to refund the money that is not spent. The money would need to be refunded to the original payer, not necessarily the current property owner. He also stated that the impact fee study needs to be reviewed every five years, to accurately reflect the need/growth in the City. Maxwell further added that there needs to be an appeals process built into the City's ordinance.

He recommended that there be a full impact fee study completed for the Library, Fire Department, Police Department, and the Public Works Department.

He reviewed the different departments and the things that could be partially remedied by impact fees. The overall statement for all of those departments, was that the City has outgrown the existing spaces that they operate out of. Maxwell stated that he would need approval from the committee to conduct the study and the total cost to complete the study would be \$32,000. The Council have already approved the contract and that approval of the next steps is needed to continue.

Motion by Hedlund to approve the continuation of the study, second by Howell. Motion carried 5-0.

Discussion/Recommendation regarding possible Riviera Ballroom Rental Rate increase for 2024

Heather Jones from the Riviera Ballroom addressed the committee regarding the current room rental fees. She reviewed some comparable venues and made some recommendations. She has concluded that most venues do not have special considerations for Saturdays during peak rate times and stated that the resident rate for Saturdays should be removed. She then reviewed the other proposed price changes included in the packet that would not go into effect until 2024. The rates for residents for a Friday would be \$3,500 and for a Saturday it would be \$7,750. For nonresidents, the Friday rate would be \$6,000 and the Saturday rate would be \$7,750; these rates would only be for the peak season bookings.

Motion by Yunker to approve the increase of the rate for the non-residents as discussed and that the resident peak season rates be changed to Saturdays at \$4,000 and Friday at \$3,500, second by Howell. Motion carried 5-0.

Discussion / Recommendation regarding **Ordinance 22-09** an ordinance amending subsection (1), Single-Stop Intersections, subsection (3), Two-way Stops, of Section 204, Stop Intersections, of Article VI, Traffic Code, of Chapter 74, Traffic and Vehicles of the City of Lake Geneva Municipal Code; relating to the addition of a stop signs located within the Symphony Bay Subdivision

*(9-12-22 Council Mtg.- Police Chief Rasmussen memo attached. Council motioned by Howell to refer to the Public Works Committee, second by Halverson. Motion carried 8-0.)*

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding approving the proposal for City IT Services for DeKind Computer Consultants

Finance Director Pisarcik addressed the committee regarding the City's need for IT and IT services. The City did put this out for proposal and DeKind came back as the lowest proposal.

Motion by Hedlund to approve, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding the City of Lake Geneva Fire Union Contract

Motion by Hedlund to approve, second by Yunker. Hedlund stated that this new contract will address the issues relating to wages and vacation time. This is a two year contract, that would fall in line with the Police Department. Motion carried 5-0.

Discussion/Recommendation regarding possible purchase of lots with Tax Keys: ZA400001, ZA400002, ZA400003, and ZA400004 for Oakhill Cemetery

Howell stated that the Cemetery Board Chair couldn't be in attendance to the meeting and asked that this be continued.

Motion by Hedlund to continue, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding wages for Alderman effective May 1, 2023

Motion by Howell to approve, second by Fesenmaier. Motion carried 5-0.

### **Presentation of Accounts**

Pre-paid Checks: \$24,407.42

Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 5-0.

Regular Checks: \$186,007.23

Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 5-0.

### **Adjournment**

Motion by Hedlund to adjourn, second by Yunker. Motion carried 5-0. The meeting adjourned at 5:50 p.m.

# Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 10/25/2022 ending: 10/30/2023  
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of } Lake Geneva  
☐ Village of }  
☒ City of }

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

Check one: ☐ Individual ☒ Limited Liability Company  
☐ Partnership ☐ Corporation/Nonprofit Organization

**Barefoot Blonde Farms LLC**

| Applicant's Wisconsin Seller's Permit Number<br>456103053430602 |                      |
|-----------------------------------------------------------------|----------------------|
| FEIN Number<br>81-5205606                                       |                      |
| TYPE OF LICENSE REQUESTED                                       | FEE                  |
| <input type="checkbox"/> Class A beer                           | \$                   |
| <input checked="" type="checkbox"/> Class B beer                | \$ <u>100</u>        |
| <input checked="" type="checkbox"/> Class C wine                | \$ <u>100</u>        |
| <input type="checkbox"/> Class A liquor                         | \$                   |
| <input type="checkbox"/> Class A liquor (cider only)            | \$ N/A               |
| <input type="checkbox"/> Class B liquor                         | \$                   |
| <input type="checkbox"/> Reserve Class B liquor                 | \$                   |
| <input type="checkbox"/> Class B (wine only) winery             | \$                   |
| Publication fee                                                 | \$ <u>25</u>         |
| <b>TOTAL FEE</b>                                                | <b>\$ <u>225</u></b> |

pd 9/30/2022

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)  
Barefoot Blonde Farms LLC ; 152 Center St, North Suite, Lake Geneva, WI

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

|                                   |              |               |
|-----------------------------------|--------------|---------------|
| President / Member Last Name      | (First)      | (Middle Name) |
| <u>Butinas</u>                    | <u>Sasha</u> | <u>K</u>      |
| Vice President / Member Last Name | (First)      | (Middle Name) |
| Secretary / Member Last Name      | (First)      | (Middle Name) |
| Treasurer / Member Last Name      | (First)      | (Middle Name) |
| Agent Last Name                   | (First)      | (Middle Name) |
| <u>Butinas</u>                    | <u>Sasha</u> |               |
| Directors / Managers Last Name    | (First)      | (Middle Name) |

1. Trade Name Barefoot Blonde Farms LLC Business Phone Number 262-903-8003

2. Address of Premises 152 Center St N., Lake Geneva Post Office & Zip Code 53147  
North Suite

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

650 square foot room providing food and drink.

Separate storage room and closet for storage use.

15 foot, 6 person bar included in seating arrangement where coolers  
will house beer and wine.

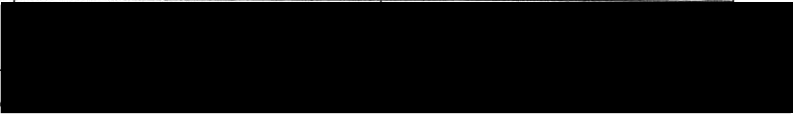
4. Legal description (omit if street address is given above): \_\_\_\_\_

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ..... ☐ Yes ☒ No

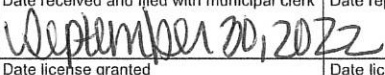
(b) If yes, under what name was license issued? \_\_\_\_\_

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ..... ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ..... ☒ Yes ☐ No  
**If yes, explain.**  
 Sasha Butinas: owner, agent, manager of Barefoot Blonde Farms LLC
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ..... ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 09/15/20 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ..... ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ..... ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ..... ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ..... ☒ Yes ☐ No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

|                                                                                     |                                                                                      |             |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------|
| Contact Person's Name (Last, First, M.I.)                                           | Title/Member                                                                         | Date        |
| Sasha Butinas                                                                       | Owner/President/Manager                                                              | 09/29/20 22 |
| Signature                                                                           |  |             |
|  |                                                                                      |             |

**TO BE COMPLETED BY CLERK**

|                                                                                    |                                  |                                 |                                   |
|------------------------------------------------------------------------------------|----------------------------------|---------------------------------|-----------------------------------|
| Date received and filed with municipal clerk                                       | Date reported to council / board | Date provisional license issued | Signature of Clerk / Deputy Clerk |
| Date license granted                                                               | Date license issued              | License number issued           |                                   |
|  |                                  |                                 |                                   |

# Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

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

To the governing body of: ☐ Town ☐ Village ☒ City of Lake Geneva County of Walworth

The undersigned duly authorized officer/member/manager of Barefoot Blonde Farms LLC  
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Barefoot Blonde Farms LLC  
(Trade Name)

located at 152 Center St. North

appoints Sasha Butinas

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? [REDACTED]

Place of residence last year [REDACTED]

For: Barefoot Blonde Farms LLC  
(Name of Corporation / Organization / Limited Liability Company)

By: Sasha Butinas  
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

## ACCEPTANCE BY AGENT

I, Sasha Butinas, hereby accept this appointment as agent for the  
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Sasha Butinas 9/30/22

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

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

Approved on 10/03/2022 by Lt. E. [Signature] #160 Title Lieutenant  
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

# Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

|                                       |             |              |               |
|---------------------------------------|-------------|--------------|---------------|
| Individual's Full Name (please print) | (last name) | (first name) | (middle name) |
| Butinas                               | Sasha       | K            |               |

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

☐ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ Sasha Butinas of Barefoot Blonde Farms LLC

(Officer / Director / Member / Manager / Agent)

(Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

1. How long have you continuously resided in Wisconsin prior to this date? 41 years

2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No

If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)

3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No

If yes, describe status of charges pending.

4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No

If yes, identify. Sasha Butinas, 152 Center St, Lake Geneva, WI, Beer and Wine.

(Name, Location and Type of License/Permit)

5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☒ Yes ☐ No

If yes, identify. Sasha Butinas

152 Center St, Lake Geneva WI

(Name of Wholesale Licensee or Permittee)

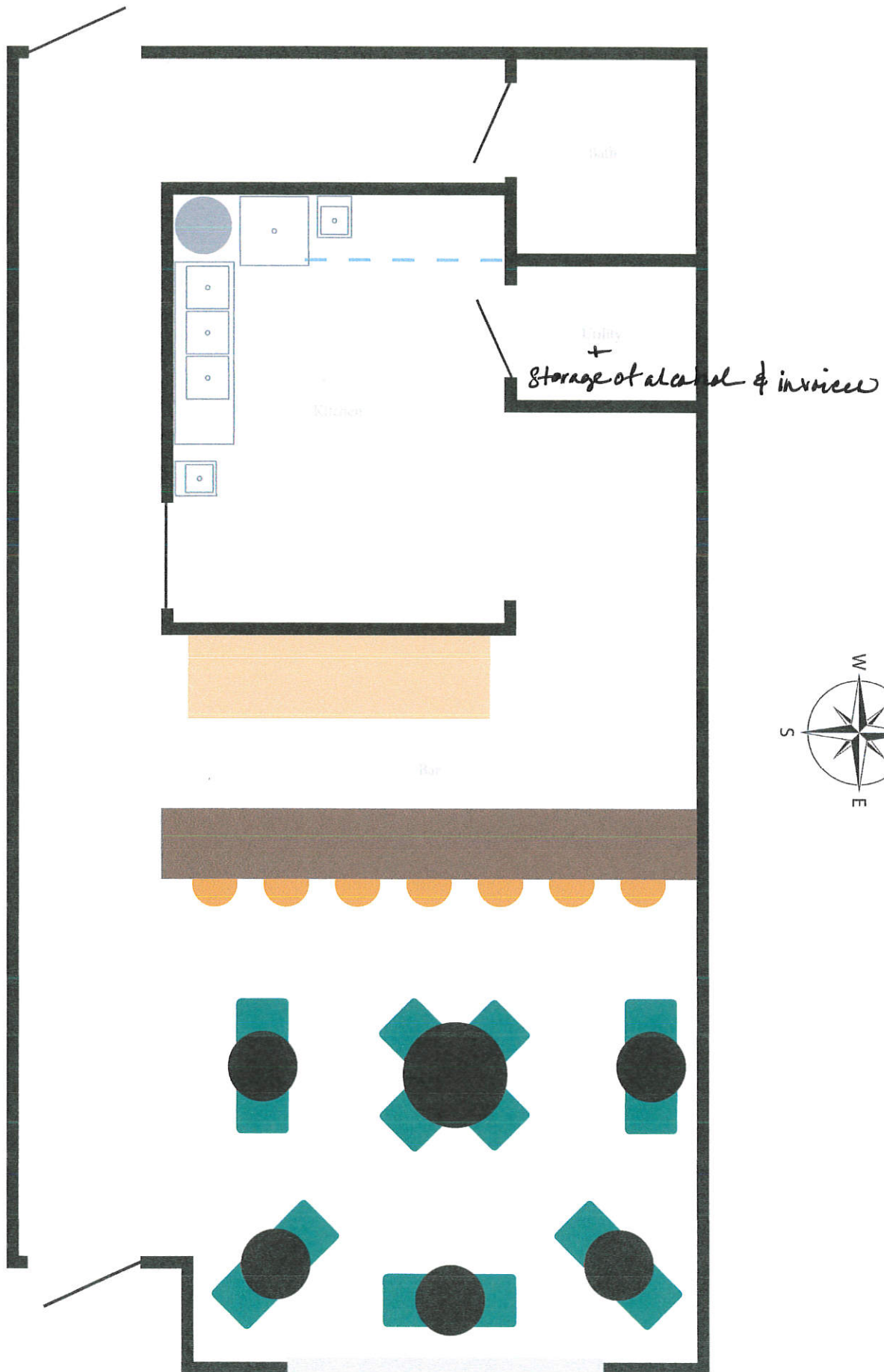
(Address By City and County)

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

| Employer's Name    | Employer's Address | Employed From | To         |
|--------------------|--------------------|---------------|------------|
| Geneva National    | Lake Geneva, WI    | 07/01/2011    | 09/29/2022 |
| Employer's Name    | Employer's Address | Employed From | To         |
| Shorewest Realtors | Brookfield, WI     | 03/14/2014    | 08/01/2022 |

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Sasha Butinas  
(Signature of Named Individual)





Responsible Serving of Food and Alcohol

## Wisconsin Responsible Serving of Alcohol

This certificate confirms that

**Sasha K Butinas**

has successfully passed the Rserting 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 #: PSCC10000593395  
Award Date: 07-22-2022  
Expiration Date: 07-21-2024

To verify this certificate, go to [Rserting.com](https://Rserting.com).

Robert Graham, President/CEO



## CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted  
AT LEAST 4 WEEKS prior to the proposed event date for approval.

### Section I- APPLICANT INFORMATION

Name of Applicant: VISIT Lake Geneva  
Name of Event Organizer/Producer: VISIT Lake Geneva  
Production Company/Organization: VISIT Lake Geneva FEIN #: 39-1158855  
Street Address: 527 Center Street  
City: Lake Geneva State: WI Zip code: 53147

Are you a ☐ For-Profit OR ☒ Non-Profit Organization 501(c) 6

EIN # (Tax Exempt Number): 39-1158855

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

### Section II- EVENT INFORMATION- Check the proper category

☐ **Public Assembly Permit- \*Non-Profit: No Charge; Otherwise: \$60.00 per day Fee**

(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, NO serving of alcohol in public space.

☐ **Block Parties or use of Gazebo for 1 Hour Photo Ops: \* Non-profit: No Charge; Otherwise: \$75.00 Fee**

Small event limited to one street with 4 barricades in a neighborhood or gazebo in Flat Iron Park.

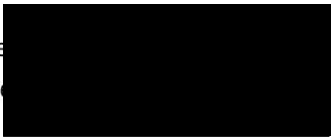
☐ **Tier 1 Events: \*Non-Profit: No Charge; Otherwise: \$250.00 Fee for an event up to seven days; additional \$50.00 per day thereafter**

(Meet one or more criteria) Rolling closure of streets, public walkway, limited parking stalls or intersection closures that do not impact public use, attendance of 501 to 3,000, four (4) hours or less of alcohol sales or serving, majority use of a city park(s), or other municipal facility.

☒ **Tier 2 Events: \*Non-Profit: No Charge; Otherwise: \$500.00 Fee for an event up to seven days; additional \$100.00 per day thereafter**

(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,000+, more than four (4) hours of alcohol sales or serving, and/or exclusive use of City park(s), street(s), limited parking stalls, or other municipal facility.

**Note:** Seminary (includes the use of the Shelter) and Flat Iron Park (includes the use of Brunk Pavilion) have 3 available picnic tables and 10 benches which you can select as part of your event permit. Any additional picnic tables, benches, or barricades needed should be directed to a rental company.

1. Title of Event: 47th Annual Lake Geneva Electric Christmas Parade
2. Date(s) of Event: Saturday, December 3, 2022
3. Location(s) of Event: Williams, Broad Street & Main Streets (Downtown Lake Geneva)
4. Hours: 3:00pm - 6:30pm
- Note: Start Time & End Time
5. Event Chair/Contact Person: Alexandria Binanti Phone: 
6. Day of Event Contact Name: Alexandria Binanti Phone: 
7. Is the event open to the public? Yes ☐
8. Will you charge an admission fee? No
9. Estimated Attendance Number: 5,000-10,000
10. Basis for estimate: Previous years events
11. Will you be setting up a tent? No

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

12. Will there be any animals? Yes ☐
- If yes, what type and how many:* Potentially horses, reindeer, dogs (dependant on float entries)

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:

VLG staff and volunteers will ensure refuse collection and clean up after event.

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

Consulted and working with Lake Geneva Police Department, Public Works, Fire Department, Jaycee's, Civil Air Patrol and VLG staff and volunteers 

16. Will there be fireworks or pyrotechnics at your event? No
- If yes, please attach a fireworks display permit or application.*

17. Will your event include the sale of beer and/or wine? No
- If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.*

18. Will you or any other vendors be selling food or merchandise? No
- If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.*

19. Do you intend to use the available picnic tables and benches in the location? No

Continue to next page...

### Section III- STREET USE

☐ Check if this section does not apply

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.

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

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

See map for parade route

#### 2. Will any parking stalls be used or blocked during the event? Yes



*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: Saturday, December 3, 2022

Total Number of Parking Stalls being Requested: No Parking Enforcement - Broad, Main, Cook, Williams from Henry S (indicated in yellow on map)

Parking Stall Number(s) and Location: Williams, Broad & Main Streets

#### 3. Description of Signage to be used during event:

*\*The use of City Street Banner poles will require a separate, complete Street Banner Display Application*

#### 4. Anticipated Services

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

■ Electricity; Explain: Broad Street at Geneva Theater - Emcee & Judges Stand

☐ Water; Explain: \_\_\_\_\_

■ Traffic Control; Explain: Securing parade route using barricades/barrels & police

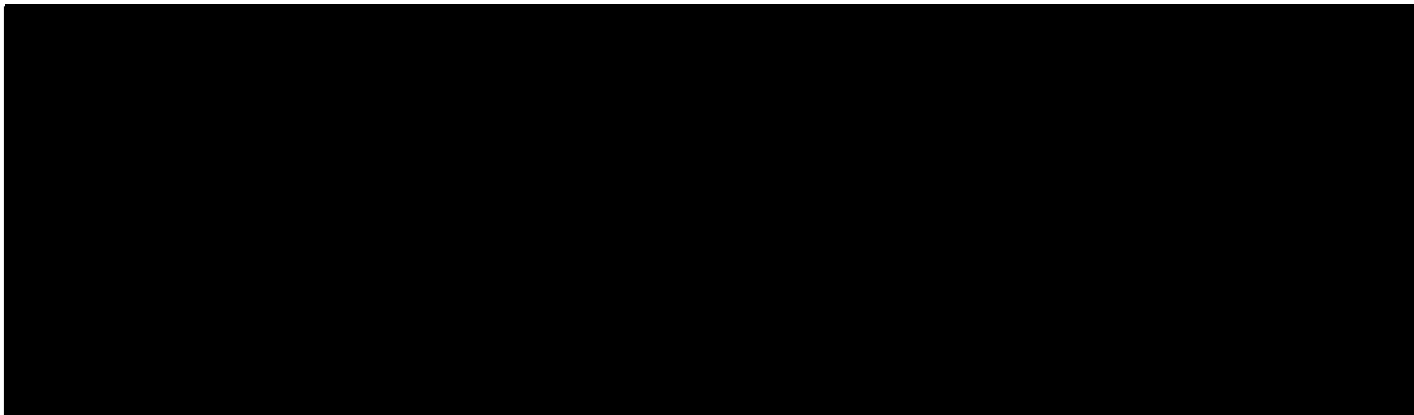
■ Police Services; Explain: Securing parade route using barricades/barrels & police, command center

■ Fire/EMS Services; Explain: Command Center at Fire Department

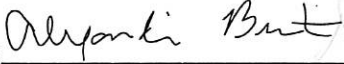
■ Other; Explain: Fire truck to escort Santa & Mrs. Claus in parade

**\*Please note:** The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

**\*All Parks and Public Spaces must be left the way they were originally found. A credit card is required to be placed on file with the City Clerk's office should the park or public space incur any damage or has not been cleaned up. Any charges will be communicated to the card holder prior to credit card processing.**



*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:  Digitally signed by Alexandria Binanti  
Martinez  
Date: 2022.09.22 15:13:31 -05'00' Date: 9/23/2022





## **47<sup>th</sup> Annual Lake Geneva Electric Christmas Parade December 3, 2022**

### **Parade Overview:**

Every first Saturday of December, VISIT Lake Geneva hosts the Annual Lake Geneva Electric Christmas Parade traveling down Broad and Main Streets in Downtown Lake Geneva. Registered entries travel the route with lit floats, marching bands, and vehicles carrying local dignitaries led by the parade marshal. The parade starts at 5pm, lasts about 1 ½ hours, and ends with Santa and Mrs. Claus atop a lit firetruck. Each year there is a theme and 2022's is The Twelve Days of Christmas. There will be a judging stand on Broad Street near the Geneva Tap House and will have a local emcee to give parade highlights. Event will be filmed and streamed on Facebook and judges will select a best float winner.

### **Security, Volunteers, and Other Participation:**

VISIT Lake Geneva is working with Lake Geneva Police Department, Fire Department, Public Works, The Lake Geneva Jaycees, and Civil Air Patrol, along with volunteer ambassadors to organize float line up, control crowds, traffic, and security throughout the event. Each intersection along the parade route will have a minimum of 4 volunteers in place with an intersection captain. The Jaycee's will be orchestrating the float placement and line ups for movement throughout the parade. Police will be monitoring detour and parade routes; the Fire station will be used for command center of staff/volunteer meetings as well as hub for any EMS needs. Public Works is working with us to secure the designated routes and assist on removal of barricades following the event for optimal traffic regulation. Volunteers are also assigned clean up tasks as well as float registrants. Details will be given to Lt. Way one week prior for necessary contacts for parade safety operations. Day of meeting will take place for mapped assignments and rules recap for staff, partners, and volunteers.

**Street Closure:**

The parade route steps off from the intersection of Williams Street and Marshall Street, heading south on Williams onto Broad Street. Attached map shows the route in yellow with Broad Street south to Main Street and then west down Main Street to Cook Street. Public works is working with us to barricade the intersections with vehicles and cattle gates, police will be monitoring detour routes indicated in red, and volunteer security will be keeping parade goers safely in the sidewalk during the event. The Jaycees will be staging all floats within the side streets indicated in blue with float check-in from 3-4:30PM. All floats arriving after 4:30PM are subject to refusal to participate. Parking will be prohibited on the parade route from 3pm until after the event; we have signage on barrels and A frame structures to indicate parking prohibitions on every block of route and will be placed out by Public Works. 4:30 PM is when traffic route will be shut down for the parade (indicated in yellow). Following the parade, floats will travel north on Cook Street to North Street to vacate the area. Barricades will be removed following the event when Lt. Way authorizes.

**Other Details Can Be Found At:**

<https://www.visitlakegeneva.com/events/christmasparade/>

-features parade float rules and regulations, volunteer details, and mapping information.

For Office Use Only

Date Filed with Clerk: \_\_\_\_\_ Payment Amount: \$ \_\_\_\_\_

Receipt #: \_\_\_\_\_

City Clerk/Administrator Signature: [Signature] Date: 9/22/2022

☒ Approve ☐ Denied Notes: \_\_\_\_\_

Police Chief Signature: Lt. E. [Signature] #160 Date: 10/03/2022

☒ Approve ☐ Denied Notes: \_\_\_\_\_

Fire Chief Signature: [Signature] Date: 9/22/22

☒ Approve ☐ Denied Notes: \_\_\_\_\_

DPW Signature: [Signature] Date: 10-5-2022

☒ Approve ☐ Denied Notes: \_\_\_\_\_

Parking Signature: [Signature] Date: 10-5-22

☒ Approve ☐ Denied Notes: PARADE OCCURS DURING OUR "NO FEE"

PARKING SEASON.

Harbormaster Signature: \_\_\_\_\_ Date: \_\_\_\_\_

☐ Approve ☐ Denied Notes: \_\_\_\_\_

Tier I & Tier II Events Only:

FLR Meeting Date: \_\_\_\_\_

Council Meeting Date: \_\_\_\_\_

Raising parking rates to \$3.00/hour city-wide would generate an additional \$990,000 annually  
Raising parking rates to \$3.50/hour city-wide would generate an additional \$1,485,000 annually

Raising parking rates to \$3.00/hour city-wide on weekends would generate an additional \$635,000 annually  
Raising parking rates to \$3.50/hour city-wide on weekends would generate an additional \$953,000 annually

\*estimates based on 2021 occupancy data

\*Village of Fontana charges \$2/hour on weekdays and \$5/hour on weekends

Raising parking rates to \$4.00/hour city-wide would generate an additional \$1,980,000 annually  
Raising parking rates to \$5.00/hour city-wide would generate an additional \$2,970,000 annually

Raising parking rates to \$3.00/hour city-wide on weekends would generate an additional \$635,000 annually  
Raising parking rates to \$3.50/hour city-wide on weekends would generate an additional \$953,000 annually  
Raising parking rates to \$5.00/hour city-wide on weekends and raising rates to \$3/hour Monday-Thursday would generate an additional \$2,260,800 in Kiosk and App annually

City of Lake Geneva  
Parking Fund Rates Comparison-2023

| Rate                                             | Generated Revenue | General Fund Transfer | Effect on General Fund |
|--------------------------------------------------|-------------------|-----------------------|------------------------|
| Parking Rate \$2.00 City-Wide                    | 1,480,000.00      | 1,632,120             | (1,831,000)            |
| Parking Rate \$3.00 City-Wide                    | 2,450,000.00      | 2,782,120             | (681,000)              |
| Parking Rate \$4.00 City-Wide                    | 2,960,000.00      | 3,492,120 *           | 29,000                 |
| Dynamic Rate \$3.00 M-Th<br>\$5.00 Friday-Sunday | 3,740,800.00      | 4,272,920             | 809,800                |

\* At \$4.00 city-wide would be the breakeven point to cover all increased expenditures, which include new employees for police/fire/public works. Also would cover the wage study increases.

Any negative items (shown above in red) would be reducing the fund balance for the General Fund.

# Contractor's Application for Payment No. 1

|                                                                        |                                |                                                                                                                                     |
|------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Application Period: 6/1/2022 - 9/1/2022                                |                                | Application Date: 9/1/2022                                                                                                          |
| To<br>(Owner): City of Lake Geneva                                     | From (Contractor): Wolf Paving | Via (Engineer): MSA Professional Services, Inc.  |
| Project: City of Lake Geneva 2022 Street Improvement Project - Phase 1 | Contract:                      |                                                                                                                                     |
| Owner's Contract No.:                                                  | Contractor's Project No.:      | Engineer's Project No.: 19995004                                                                                                    |

## Application For Payment Change Order Summary

| Approved Change Orders |           |            | 1. ORIGINAL CONTRACT PRICE.....                                                     | \$ | \$541,552.00 |
|------------------------|-----------|------------|-------------------------------------------------------------------------------------|----|--------------|
| Number                 | Additions | Deductions | 2. Net change by Change Orders.....                                                 | \$ | \$0.00       |
|                        |           |            | 3. Current Contract Price (Line 1 ± 2).....                                         | \$ | \$541,552.00 |
|                        |           |            | 4. TOTAL COMPLETED AND STORED TO DATE                                               |    |              |
|                        |           |            | (Column F or I total on Progress Estimates).....                                    | \$ | \$486,529.20 |
|                        |           |            | 5. RETAINAGE:                                                                       |    |              |
|                        |           |            | a. 5% X \$486,529.20 Work Completed.....                                            | \$ | \$24,326.46  |
|                        |           |            | b. 0% X \$0.00 Stored Material.....                                                 | \$ | \$0.00       |
|                        |           |            | c. Total Retainage (Line 5.a + Line 5.b).....                                       | \$ | \$24,326.46  |
|                        |           |            | 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....                                 | \$ | \$462,202.74 |
|                        |           |            | 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....                      | \$ |              |
|                        |           |            | 8. AMOUNT DUE THIS APPLICATION.....                                                 | \$ | \$462,202.74 |
|                        |           |            | 9. BALANCE TO FINISH, PLUS RETAINAGE                                                |    |              |
|                        |           |            | (Column [G for LS] or [J for UP] total on Progress Estimates + Line 5.c above)..... | \$ | \$79,349.26  |
| TOTALS                 | \$ -      | \$ -       |                                                                                     |    |              |
| NET CHANGE BY          |           |            |                                                                                     |    |              |
| CHANGE ORDERS          | \$ -      |            |                                                                                     |    |              |

### Contractor's Certification

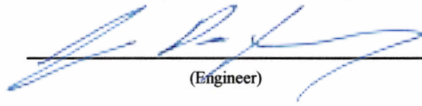
The undersigned Contractor certifies, to the best of its knowledge, the following:

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

### Contractor Signature

By:  Jacob Mrugacz, President Date: 09/01/2022

Payment of: \$ 462,202.74  
(Line 8 or other - attach explanation of the other amount)

is recommended by:  09/23/2022  
(Engineer) (Date)

Payment of: \$ \_\_\_\_\_  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
Funding or Financing Entity (if applicable) (Date)

# Progress Estimate - Unit Price Work

# Contractor's Application

|                                        |                |                                                  |               |                      |             |                          |                                           |                                                |                                         |                                    |                                 |                                       |                                            |                           |
|----------------------------------------|----------------|--------------------------------------------------|---------------|----------------------|-------------|--------------------------|-------------------------------------------|------------------------------------------------|-----------------------------------------|------------------------------------|---------------------------------|---------------------------------------|--------------------------------------------|---------------------------|
| For (Contract): 0                      |                |                                                  |               |                      |             |                          |                                           |                                                |                                         |                                    | Application Number: 1           |                                       |                                            |                           |
| Application Period: 6/1/2022 -9/1/2022 |                |                                                  |               |                      |             |                          |                                           |                                                |                                         |                                    | Application Date: 9/1/2022      |                                       |                                            |                           |
| A                                      |                |                                                  |               | B                    |             | C                        | D                                         | E                                              | F                                       | G                                  | H                               | I                                     |                                            | J                         |
| Item                                   |                |                                                  |               | Contract Information |             |                          | Work Completed to Date                    |                                                |                                         |                                    |                                 | Materials Presently Stored (not in F) |                                            | Balance to Finish (B - I) |
| Bid Item No.                           | Spec. Item No. | Description                                      | Item Quantity | Units                | Unit Price  | Total Value of Item (\$) | Quantities from Previous Pay Applications | Estimated Quantities Installed this Pay Period | Value of Work Installed this Pay Period | Total Estimated Quantity Installed | Value of Work Installed to Date |                                       | Total Completed and Stored to Date (G + H) | % (I / B)                 |
| 1                                      |                | Mobilization/Bonds/Insurance                     | 1             | LS                   | \$42,500.00 | \$42,500.00              |                                           | 1.00                                           | \$42,500.00                             | 1.00                               | \$42,500.00                     | \$0.00                                | \$42,500.00                                | 100.0%                    |
| 2                                      |                | Traffic Control                                  | 1             | LS                   | \$3,150.00  | \$3,150.00               |                                           | 1.00                                           | \$3,150.00                              | 1.00                               | \$3,150.00                      | \$0.00                                | \$3,150.00                                 | 100.0%                    |
| 3                                      |                | Asphalt Pavement Removal                         | 275           | SY                   | \$13.00     | \$3,575.00               |                                           | 59.80                                          | \$777.40                                | 59.80                              | \$777.40                        | \$0.00                                | \$777.40                                   | 21.7%                     |
| 4                                      |                | Asphalt Pavement Removal, Milling                | 6,800         | SY                   | \$2.96      | \$20,128.00              |                                           | 6800.00                                        | \$20,128.00                             | 6800.00                            | \$20,128.00                     | \$0.00                                | \$20,128.00                                | 100.0%                    |
| 5                                      |                | Asphalt Pavement Removal, Pulverize & Regrade    | 1,900         | SY                   | \$6.50      | \$12,350.00              |                                           | 1900.00                                        | \$12,350.00                             | 1900.00                            | \$12,350.00                     | \$0.00                                | \$12,350.00                                | 100.0%                    |
| 6                                      |                | Concrete Curb & Gutter Removal                   | 1,310         | LF                   | \$9.35      | \$12,248.50              |                                           | 1161.40                                        | \$10,859.09                             | 1161.40                            | \$10,859.09                     | \$0.00                                | \$10,859.09                                | 88.7%                     |
| 7                                      |                | Concrete Pavement Removal                        | 5,930         | SF                   | \$3.00      | \$17,790.00              |                                           | 4462.34                                        | \$13,387.02                             | 4462.34                            | \$13,387.02                     | \$0.00                                | \$13,387.02                                | 75.3%                     |
| 8                                      |                | Remove Retaining Wall                            | 1             | LS                   | \$1,000.00  | \$1,000.00               |                                           | 1.00                                           | \$1,000.00                              | 1.00                               | \$1,000.00                      | \$0.00                                | \$1,000.00                                 | 100.0%                    |
| 9                                      |                | Excavation Below Subgrade (EBS)                  | 1,300         | CY                   | \$24.00     | \$31,200.00              |                                           | 833.00                                         | \$19,992.00                             | 833.00                             | \$19,992.00                     | \$0.00                                | \$19,992.00                                | 64.1%                     |
| 10                                     |                | Breaker Run W/Fabric (EBS)                       | 1,300         | CY                   | \$49.50     | \$64,350.00              |                                           | 833.00                                         | \$41,233.50                             | 833.00                             | \$41,233.50                     | \$0.00                                | \$41,233.50                                | 64.1%                     |
| 11                                     |                | Dense Graded Base                                | 430           | TON                  | \$16.00     | \$6,880.00               |                                           | 0.00                                           | \$0.00                                  |                                    | \$0.00                          | \$0.00                                | \$0.00                                     | 0.0%                      |
| 12                                     |                | Concrete Curb & Gutter, Pedestrian               | 10            | LF                   | \$35.00     | \$350.00                 |                                           | 0.00                                           | \$0.00                                  |                                    | \$0.00                          | \$0.00                                | \$0.00                                     | 0.0%                      |
| 13                                     |                | Concrete Curb & Gutter, 30-Inch                  | 705           | LF                   | \$35.60     | \$25,098.00              |                                           | 1133.40                                        | \$40,349.04                             | 1133.40                            | \$40,349.04                     | \$0.00                                | \$40,349.04                                | 160.8%                    |
| 14                                     |                | Concrete Sidewalk, 4-Inch Thick                  | 3,300         | SF                   | \$12.45     | \$41,085.00              |                                           | 4038.94                                        | \$50,284.80                             | 4038.94                            | \$50,284.80                     | \$0.00                                | \$50,284.80                                | 122.4%                    |
| 15                                     |                | Concrete Sidewalk, 6-Inch Thick                  | 3,010         | SF                   | \$12.70     | \$38,227.00              |                                           | 661.40                                         | \$8,399.78                              | 661.40                             | \$8,399.78                      | \$0.00                                | \$8,399.78                                 | 22.0%                     |
| 16                                     |                | Concrete Drive Aprons, 6-Inch Thick              | 970           | SF                   | \$7.90      | \$7,663.00               |                                           | 584.20                                         | \$4,615.18                              | 584.20                             | \$4,615.18                      | \$0.00                                | \$4,615.18                                 | 60.2%                     |
| 17                                     |                | Concrete Commercial Entrance, 6-Inch Thick       | 1             | EA                   | \$3,250.00  | \$3,250.00               |                                           | 1.00                                           | \$3,250.00                              | 1.00                               | \$3,250.00                      | \$0.00                                | \$3,250.00                                 | 100.0%                    |
| 18                                     |                | Concrete Commercial Entrance, 7-Inch Thick       | 1             | EA                   | \$5,750.00  | \$5,750.00               |                                           | 0.00                                           | \$0.00                                  |                                    | \$0.00                          | \$0.00                                | \$0.00                                     | 0.0%                      |
| 19                                     |                | Detectable Warning Field                         | 260           | SF                   | \$35.00     | \$9,100.00               |                                           | 200.00                                         | \$7,000.00                              | 200.00                             | \$7,000.00                      | \$0.00                                | \$7,000.00                                 | 76.9%                     |
| 20                                     |                | Asphaltic Pavement, 2.0-Inch Binder Course       | 1,030         | TON                  | \$82.00     | \$84,460.00              |                                           | 1342.14                                        | \$110,055.48                            | 1342.14                            | \$110,055.48                    | \$0.00                                | \$110,055.48                               | 130.3%                    |
| 21                                     |                | Asphaltic Pavement, 2.0-Inch Surface Course      | 1,030         | TON                  | \$87.00     | \$89,610.00              |                                           | 958.24                                         | \$83,366.88                             | 958.24                             | \$83,366.88                     | \$0.00                                | \$83,366.88                                | 93.0%                     |
| 22                                     |                | Asphaltic Pavement, 3.0-Inch Patch               | 35            | TON                  | \$111.00    | \$3,885.00               |                                           | 35.73                                          | \$3,966.03                              | 35.73                              | \$3,966.03                      | \$0.00                                | \$3,966.03                                 | 102.1%                    |
| 23                                     |                | Valve Box Replacement, Top Section               | 1             | EA                   | \$250.00    | \$250.00                 |                                           | 0.00                                           | \$0.00                                  |                                    | \$0.00                          | \$0.00                                | \$0.00                                     | 0.0%                      |
| 24                                     |                | Valve Box Replacement, Full                      | 1             | EA                   | \$1,250.00  | \$1,250.00               |                                           | 0.00                                           | \$0.00                                  |                                    | \$0.00                          | \$0.00                                | \$0.00                                     | 0.0%                      |
| 25                                     |                | Adjust Castings                                  | 9             | EA                   | \$750.00    | \$6,750.00               |                                           | 0.00                                           | \$0.00                                  |                                    | \$0.00                          | \$0.00                                | \$0.00                                     | 0.0%                      |
| 26                                     |                | Pavement Markings, 12" White Epoxy Stop Bar      | 105           | LF                   | \$15.00     | \$1,575.00               |                                           | 57.00                                          | \$855.00                                | 57.00                              | \$855.00                        | \$0.00                                | \$855.00                                   | 54.3%                     |
| 27                                     |                | Pavement Markings, 6" White Epoxy Cross Walk     | 285           | LF                   | \$14.50     | \$4,132.50               |                                           | 337.00                                         | \$4,886.50                              | 337.00                             | \$4,886.50                      | \$0.00                                | \$4,886.50                                 | 118.2%                    |
| 28                                     |                | Pavement Markings, 6" White Epoxy Parking Stalls | 170           | LF                   | \$7.00      | \$1,190.00               |                                           | 195.50                                         | \$1,368.50                              | 195.50                             | \$1,368.50                      | \$0.00                                | \$1,368.50                                 | 115.0%                    |
| 29                                     |                | Inlet Protection, Type-D                         | 19            | EA                   | \$145.00    | \$2,755.00               |                                           | 19.00                                          | \$2,755.00                              | 19.00                              | \$2,755.00                      | \$0.00                                | \$2,755.00                                 | 100.0%                    |
| Contract Totals                        |                |                                                  |               |                      |             | \$541,552.00             |                                           |                                                | \$486,529.20                            |                                    | \$486,529.20                    | \$0.00                                | \$486,529.20                               | 89.8%                     |



---

**To:** City of Lake Geneva  
**From:** MSA Professional Services, Inc.  
**Subject:** 2022 Street Improvements Project – Phase 1 - Pay Application 1  
**Date:** October 12, 2022

---

MSA is recommending payment for the requested bid items in Pay Application 1. Restoration and punchlist items are ongoing and to be completed this year.

Respectfully,  
James Bongard  
Senior Engineering Technician II

A handwritten signature in blue ink, reading "James L. Bongard", is positioned below the typed name.

MSA Professional Services, Inc.

---

[OFFICE STREET ADDRESS], [OFFICE ADDRESS2] [OFFICE CITY], [OFFICE STATE] [OFFICE ZIP]

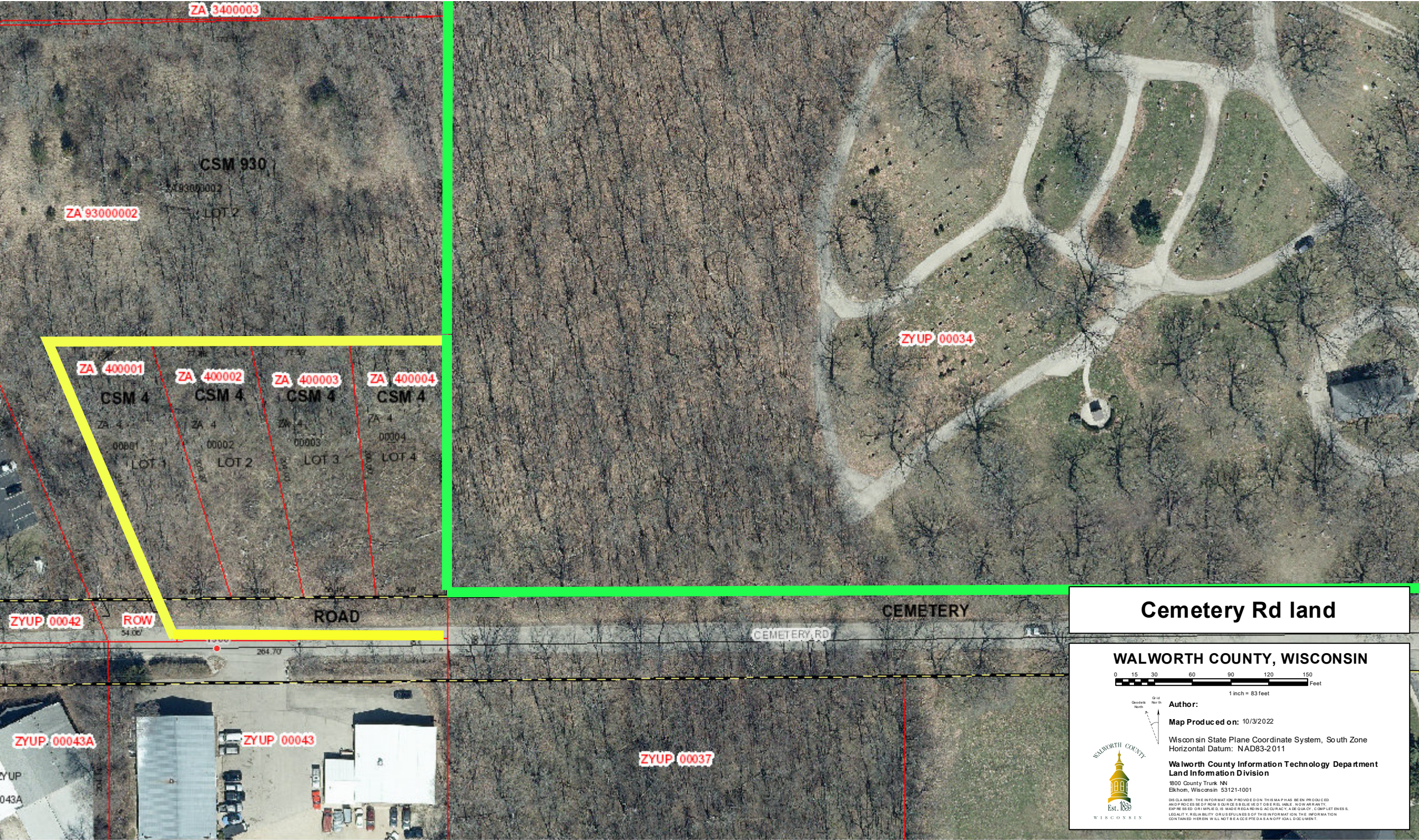
P [OFFICE PHONE] • TF [OFFICE TOLL FREE] • F [OFFICE FAX]

[OFFICE WEBSITE]

Page 1 of 1

G:\19\19995\19995004\CRS\Phase 1\11-Pay Apps\_Change Orders\19995004 Payment Recommendation Memo.docx





### Cemetery Rd land

**WALWORTH COUNTY, WISCONSIN**

0 15 30 60 90 120 150 Feet

1 inch = 83 feet

Grid North  
Geoid North

**Author:**

**Map Produced on:** 10/3/2022

Wisconsin State Plane Coordinate System, South Zone  
Horizontal Datum: NAD83-2011

**Walworth County Information Technology Department  
Land Information Division**

1800 County Trunk NN  
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCE MATERIALS OF VARYING QUALITY. NO WARRANTY, EXPRESS OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR OTHERWISE OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN SHALL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

|                                                                                                          |                                                                    |                               |                    |
|----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|-------------------------------|--------------------|
| <b>Address:</b> Lt1 Cementary Rd Lt2, Lt3, Lt4 Lake Geneva, Wisconsin 53147 <b>Taxed by:</b> Lake Geneva |                                                                    | <b>MLS #:</b> 1777461         |                    |
|                                                                                                          | <b>Property Type:</b> Vacant Land                                  | <b>List Price:</b> \$120,000  |                    |
|                                                                                                          | <b>Status:</b> Active                                              | <b>Taxes:</b> \$345           |                    |
|                                                                                                          | <b>Tax Key:</b> ZA400001                                           | <b>Tax Year:</b> 2021         |                    |
|                                                                                                          | <b>Addtl Tax Keys:</b> ZA400002, ZA400003, ZA400004                | <b>Est. Acreage:</b> 0.31     |                    |
|                                                                                                          | <b>County:</b> Walworth                                            |                               |                    |
|                                                                                                          | <b>1 Story SqFt Min:</b> 1,200                                     | <b>Flood Plain:</b> No        |                    |
|                                                                                                          | <b>2 Story 1st Flr SqFt:</b> 0                                     | <b>Zoning:</b> RESIDENTIAL    |                    |
|                                                                                                          | <b>2 Story SqFt Min:</b> 0                                         |                               |                    |
|                                                                                                          | <b>School District:</b> <a href="#">Lake Geneva-Genoa City UHS</a> | <b>Subdivision:</b>           |                    |
|                                                                                                          | <b>High School:</b> Badger                                         | <b>Subd. Dues/Yr.:</b> \$     |                    |
|                                                                                                          | <b>Middle School:</b>                                              | <b>Body of Water:</b>         |                    |
|                                                                                                          | <b>Elem. School:</b>                                               | <b>Days On Market:</b> 256    |                    |
| <b>Directions:</b>                                                                                       |                                                                    |                               |                    |
| <b>Topography:</b>                                                                                       | Wooded                                                             | <b>Buildings Included:</b>    | None               |
| <b>Location:</b>                                                                                         | City                                                               | <b>Miscellaneous:</b>         | Other              |
| <b>Present Use:</b>                                                                                      | Residential                                                        | <b>Development Status:</b>    | Other              |
| <b>Utilities Available:</b>                                                                              | None                                                               | <b>Water/Waste Available:</b> | No Water Presently |
| <b>Conveyance Options:</b>                                                                               | Sell in Entirety                                                   | <b>Water/Waste Required:</b>  | Water Municipal    |
| <b>Road Frontage:</b>                                                                                    | State Road                                                         | <b>Occupancy:</b>             | Immediate          |
| <b>Zoning:</b>                                                                                           | Residential - Single                                               |                               |                    |
| <b>Municipality:</b>                                                                                     | City                                                               |                               |                    |
| <b>Documents:</b>                                                                                        | Survey                                                             |                               |                    |
| <b>Remarks:</b>                                                                                          |                                                                    |                               |                    |
| <b>Listing Office:</b> Homestead Realty of Lake Geneva: 1hmsd02                                          |                                                                    | <b>LO License #:</b>          |                    |

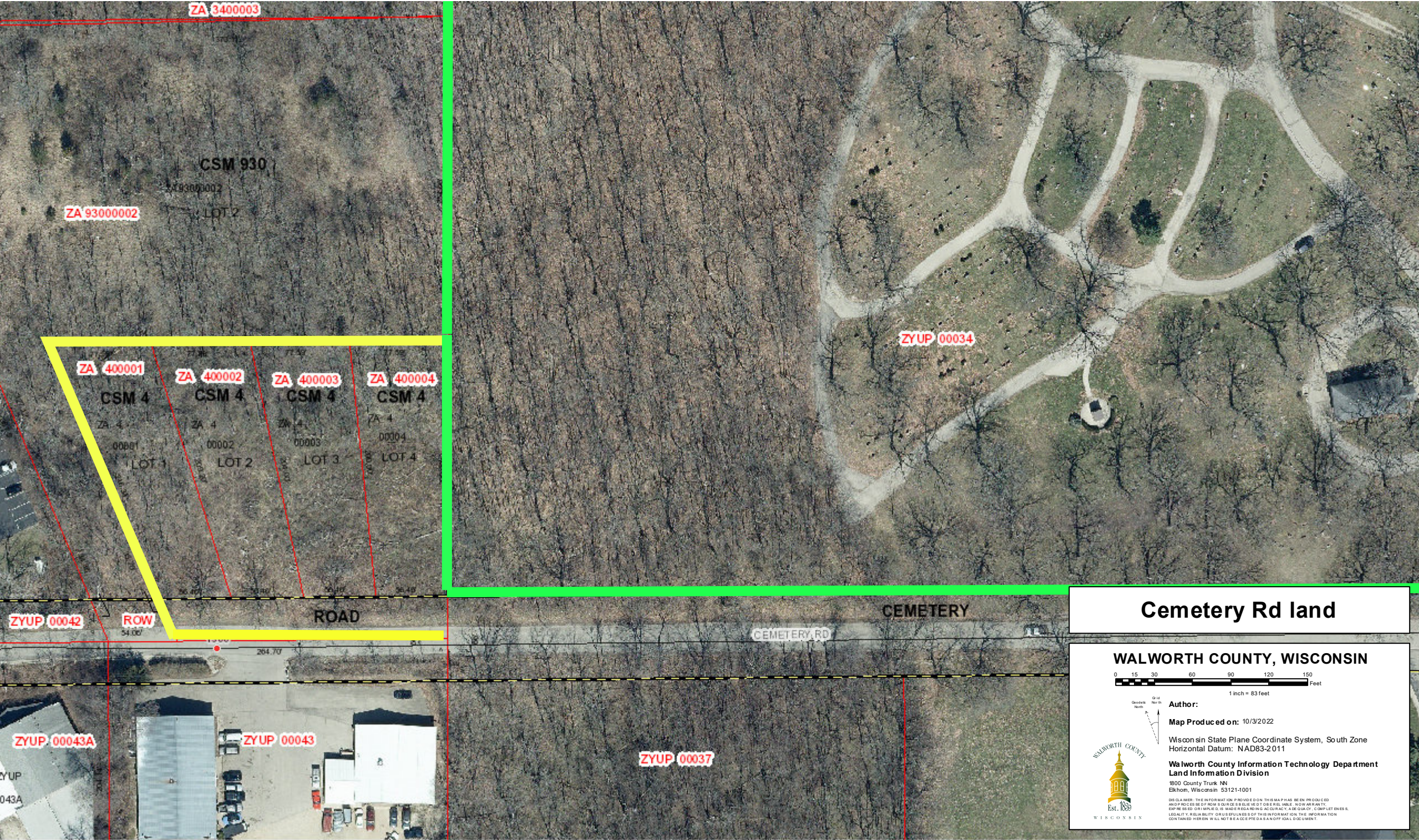
The information contained herein is provided for general information purposes only. If any of the above information is material or being utilized to determine whether to purchase the property, the buyer should personally verify same or have it confirmed by a qualified expert. The information to independently verify and confirm includes but is not limited to total square footage formula, total square footage / acreage figures, land, building or room dimensions and all other measurements of any sort or type. Equal housing opportunity listing.

Copyright 2022 by Multiple Listing Service, Inc. See [copyright notice](#).

Prepared by Mauricio Castaneda on Monday, October 03, 2022 2:37 PM.

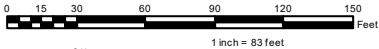
The listing broker's offer of compensation is made only to participants of the MLS where the listing is filed.

| + | MLS #   | Status | Price     | % Change | Date       | DOM | CDOM | Address                        | Begin Date | Original List Price |
|---|---------|--------|-----------|----------|------------|-----|------|--------------------------------|------------|---------------------|
| + | 1778523 | Active | \$30,000  | -75.0%   | 02/01/2022 | 245 | 245  | Lt1 Cementary Rd               | 02/01/2022 | \$60,000            |
| + | 1777461 | Active | \$120,000 |          | 01/21/2022 | 256 | 256  | Lt1 Cementary Rd Lt2, Lt3, Lt4 | 01/21/2022 | \$240,000           |



# Cemetery Rd land

## WALWORTH COUNTY, WISCONSIN



Grid North

Author:

Map Produced on: 10/3/2022

Wisconsin State Plane Coordinate System, South Zone  
Horizontal Datum: NAD83-2011

**Walworth County Information Technology Department  
Land Information Division**

1800 County Trunk NN  
Elkhorn, Wisconsin 53121-1001



DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED  
AND PROCESSED FROM SOURCE MATERIALS OF VARYING QUALITY. NO WARRANTY  
EXPRESS OR IMPLIED IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS,  
LEGITIMACY, RELIABILITY OR SUITABILITY OF THIS INFORMATION. THE INFORMATION  
CONTAINED HEREIN SHALL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.





## **7.91 ELECTED OFFICIAL CODE OF CONDUCT**

### **I. PURPOSE**

All newly elected and returning City officials are provided with an orientation packet which includes information generated by the League of Wisconsin Municipalities as well as a Council Member Orientation publication created and distributed by the Lake Geneva City Clerk's Office. These materials are provided to assist elected officials in carrying out their responsibilities in a professional, efficient and legal manner. To further ensure the conduct of the elected officials are in line with City, State and Federal law, the attached policies will serve to preserve and protect the appropriate relationship between the City's elected officials and City staff.

### **II. DEPARTMENT RESPONSIBLE**

The City Administrator is the designated staff member to receive any grievances that may be submitted under this policy and ensure that the grievance process is undertaken in a timely and professional manner.

### **III. COMMITTEE OVERSIGHT**

The Personnel Committee and Common Council will oversee and enforce this policy.

- Elected officials have an obligation to be educated and familiar in their roles/ responsibilities when serving the City of Lake Geneva. This includes participation in “Local Government 101” training provided by the League of Wisconsin Municipalities, within one month of assuming office. It shall also be the responsibility of elected officials to review and comprehend the expectations of an elected official, as outlined in the City of Lake Geneva Council Orientation Binder.
- It is absolutely inappropriate for Elected Officials to call, mail or otherwise contact City staff via use of an employee’s private phone, personal email address or home mailing address.
- Emergency contact with City staff will only be undertaken via the Lake Geneva Police Dispatch who will, in turn, contact the employee.
- It is inappropriate for elected officials to leave “anonymous” messages (written or verbal) for any City employee.
- It is inappropriate for elected officials to have possession of original documents which are the property of the City.
- Elected Officials shall NOT have significant, direct contact with City staff without clearing such contact with the appropriate Department Head, or the City Administrator. Such behavior is a violation of Section 103 (Organizational Chain of Command) of the City of Lake Geneva Employee Handbook.
- Elected officials have no authority to direct City staff to undertake anything without the expressed motion and approval of the Common Council or its related committees.
- Any such violations (or similar inappropriate behavior) will be reported to the City Administrator, who will forward any grievance received to the City’s Personnel Committee for review / possible action.
- The Personnel Committee or designees will investigate grievances and, if deemed appropriate; Issue a written public or private censure which will be placed in a personnel file created for the person who has violated the “norms and protocols” for elected officials.
- Depending on the circumstances, such violations may be cause for removing an elected official from office and prohibited from seeking elected office within the City of Lake Geneva government in the future.

- Any attempt at contacting a staff member who has filed a grievance (to discuss the matter) will be considered retaliation under Federal law concerning the protection of organizational whistleblowers and will be reported to the US Department of Labor.

|                               |                  |
|-------------------------------|------------------|
| Adopted by the Common Council | October 24, 2022 |
|-------------------------------|------------------|



The contents of this handbook are not to be used as a substitute for any controlling ordinance, resolution, regulation, state or federal statute, code or regulation, common law or other legally binding authority and which are updated from time to time and are controlling.

## **102. Organization Description**

### **I. Goals**

It is the policy of the City of Lake Geneva to provide quality services to its citizens and visitors. City personnel will work to provide these services in the most professional, ethical, courteous, cost-efficient and effective manner.

### **II. Mission Statement**

The City of Lake Geneva seeks to preserve its small City atmosphere, reasonable cost of living, and high quality of life by carefully controlling land use and development, and delivering quality programs and services in a fiscally responsible manner.

### **III. Description of the City**

The City of Lake Geneva is incorporated under the general statutes of the State of Wisconsin. The citizens of the City elect a mayor and eight Council members, who together comprise the governing body of the City. The mayor and four Council members are elected in even-numbered years and the remaining Council members in odd-numbered years. The governing body establishes policies, approves ordinances, sets the operating budget and establishes wages and salaries and conditions of employment.

The administrative operation of the City is under the direction of the City Administrator, who is hired by the mayor and Common Council. The Administrator is responsible for the overall daily operation of the City, supervision of all employees, the administration of the budget as adopted by the Common Council, and the coordination of the activities of all City departments. City personnel are responsible to the City Administrator, who is responsible to the mayor and Common Council.

## **103. Organizational Chain of Command**

As with any government agency, the operation of the City relies upon an effective chain of command structure. The ultimate authority for decisions concerning policy in the City resides by law with the



Common Council, under the leadership of the Mayor and the City Administrator. The City Administrator, as the chief administrative officer of the City, is the primary professional advisor to the Common Council, and heads the City's management team. The management team is comprised of the various City Department Heads, who report to the City Administrator, and supervisors subordinate to those Department Heads. This management team concept is the process by which recommendations for Council actions are developed and decisions implemented. The system represents a means of establishing orderly lines of organization and communication as management personnel unite with the elected officials to promote effective services for the City.

The City Administrator is responsible for the development, supervision, and operation of the City and its personnel and facilities. The City Administrator is given the latitude to determine the best method of implementing the policy decisions of the Common Council.

All staff members and supervisors shall be responsible to the Mayor and Common Council through the City Administrator. Each employee shall refer matters requiring administrative attention to his or her supervisor, who shall refer such matters to the next higher authority, when necessary, and through the City Administrator to the Personnel Committee. Each employee is to keep the person that the employee reports to informed of the employee's activities by whatever means the supervisor deems appropriate. If an employee has any questions, opinions or suggestions about the information contained in this handbook or about any other aspect of his or her job, those questions, opinions or suggestions should be directed through the chain of command structure.

The City Administrator and those Department Heads, supervisors and employees so directed by the City Administrator shall attend all meetings, when feasible. Administrative participation shall be by professional counsel, guidance, and recommendation — as distinct from the deliberation, debate, and voting of the members of the Common Council.

Any employee who receives directives or requests from any individual citizen, business representative, or elected or appointed official is to immediately report such directive or request to the employee's supervisor. No specific directives or requests from such persons are to be fulfilled unless permission to do so is given by the employee's supervisor.



Generally, if an employee has a problem with an individual, the employee is encouraged to approach that person first and attempt to resolve the conflict. If that does not resolve the problem, the employee should address the problem through the employee's immediate supervisor and onward through the chain of command. In some instances, the employee's supervisor may decide to refer the problem through the chain of command where it can be addressed by another supervisor or the City Administrator. If an employee feels harassed by another person based on one's protected status, the employee is directed to follow the harassment reporting policy contained in this handbook.

#### ***104. Organizational Chart***

The Common Council has adopted an organizational chart to delineate the reporting relationships among the various employees of the City. The most current organizational chart is included as a supplement to this handbook, as depicted on "Appendix A".

**City of Lake Geneva  
Finance, License, & Regulation Committee  
October 18, 2022**

**Prepaid Checks  
10/5/22-10/18/22**

**Total:  
\$68,024.31**

**Checks over \$5,000:**

|           |                  |                                                          |
|-----------|------------------|----------------------------------------------------------|
| <b>\$</b> | <b>14,102.99</b> | <b><i>Lake Geneva Utility-3rd Qtr Water Billings</i></b> |
| <b>\$</b> | <b>23,007.68</b> | <b><i>Alliant Energy-Electric Bills</i></b>              |

## Report Criteria:

Report type: Summary

Check.Check number = 80589-80595,80519-80531,80642-80646,80647-80656,80657-80659,80639-80641

Check.Type = {&lt;&gt;} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {&lt;&gt;} 61

[Report].Invoice GL Account = {&lt;&gt;} 62

| Check Issue Date | Check Number | Vendor Number | Payee                              | Amount    |
|------------------|--------------|---------------|------------------------------------|-----------|
| 10/05/2022       | 80519        | 6214          | CAPITAL ONE                        | 275.01    |
| 10/05/2022       | 80520        | 2354          | CULLIGAN OF BURLINGTON             | 99.00     |
| 10/05/2022       | 80521        | 6638          | DOYLE-BRUCE, PHINEAS               | 26.38     |
| 10/05/2022       | 80522        | 6177          | ELDER, SETH                        | 50.00     |
| 10/05/2022       | 80523        | 6600          | GENCOMM                            | 995.85    |
| 10/05/2022       | 80524        | 6203          | HINZPETER, SEAN                    | 123.00    |
| 10/05/2022       | 80525        | 2884          | LAKE GENEVA UTILITY                | 14,102.99 |
| 10/05/2022       | 80526        | 3024          | MUTUAL OF OMAHA                    | 2,965.53  |
| 10/05/2022       | 80527        | 3138          | PETE'S TIRE ELKHORN LLC            | 1,010.00  |
| 10/05/2022       | 80528        | 5745          | REBHORN, JOHN                      | 123.00    |
| 10/05/2022       | 80529        | 3233          | RHYME BUSINESS PRODUCTS            | 128.84    |
| 10/05/2022       | 80530        | 5278          | SPRINGHORN, KARL                   | 123.00    |
| 10/05/2022       | 80531        | 4602          | VEOLIA ENVIRONMENTAL SERVICE       | 66.00     |
| 10/07/2022       | 80589        | 5576          | FISH WINDOW CLEANING               | 370.00    |
| 10/07/2022       | 80590        | 3775          | GENEVA LAKES CARPET CLEANING       | 225.00    |
| 10/07/2022       | 80591        | 6093          | INGRAM LIBRARY SERVICES            | 4,037.55  |
| 10/07/2022       | 80592        | 4814          | LAKESHORES LIBRARY SYSTEM          | 2,017.85  |
| 10/07/2022       | 80593        | 3062          | NORTHWIND PERENNIAL FARM           | 2,447.00  |
| 10/07/2022       | 80594        | 3303          | SECURITY EQUIPMENT SUPPLY          | 51.36     |
| 10/07/2022       | 80595        | 5071          | WE ENERGIES                        | 109.85    |
| 10/07/2022       | 80639        | 2511          | FLOWER, JIM                        | 768.11    |
| 10/07/2022       | 80640        | 6556          | LESTER, LUCINDA                    | 100.00    |
| 10/07/2022       | 80641        | 4973          | US BANK                            | 2,690.95  |
| 10/10/2022       | 80642        | 2138          | BAKER & TAYLOR                     | 6.26      |
| 10/10/2022       | 80643        | 6019          | BUREAU OF CORRECTIONAL ENTERPRISES | 196.84    |
| 10/10/2022       | 80644        | 2289          | CINTA FIRE PROTECTION F36          | 24.02     |
| 10/10/2022       | 80645        | 5872          | IMPERIAL SERVICE SYSTEMS INC       | 4,191.29  |
| 10/10/2022       | 80646        | 5021          | VORPAGEL SERVICE INC               | 140.01    |
| 10/12/2022       | 80647        | 2109          | AT&T MOBILITY                      | 678.98    |
| 10/12/2022       | 80648        | 5339          | BOULAND, BROCK                     | 162.00    |
| 10/12/2022       | 80649        | 6263          | CHARTER COMMUNICATIONS             | 119.98    |
| 10/12/2022       | 80650        | 2273          | CHASE CARD SERVICES                | 2,943.00  |
| 10/12/2022       | 80651        | 2511          | FLOWER, JIM                        | 306.19    |
| 10/12/2022       | 80652        | 5095          | REGISTRATION FEE TRUST             | 1.00      |
| 10/12/2022       | 80653        | 6212          | RODRIGUEZ, XENIA                   | 162.00    |
| 10/12/2022       | 80654        | 3001          | SECURIAN FINANCIAL GROUP           | 2,763.34  |
| 10/12/2022       | 80655        | 5001          | VERIZON WIRELESS                   | 38.01     |
| 10/12/2022       | 80656        | 2379          | DEMCO                              | 194.74    |
| 10/13/2022       | 80657        | 2046          | ALLIANT ENERGY                     | 23,007.68 |
| 10/13/2022       | 80658        | 5770          | AT & T TELECONFERENCE SERVICES     | 62.72     |
| 10/13/2022       | 80659        | 6263          | CHARTER COMMUNICATIONS             | 119.98    |
| Grand Totals:    |              |               |                                    | 68,024.31 |

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

| GL Account     | Debit    | Credit     | Proof      |
|----------------|----------|------------|------------|
| 11-00-00-21100 | 1,740.00 | 43,961.71- | 42,221.71- |
| 11-00-00-21340 | 2,553.67 | .00        | 2,553.67   |
| 11-00-00-21555 | 1,596.33 | .00        | 1,596.33   |
| 11-00-00-21562 | 989.66   | .00        | 989.66     |
| 11-00-00-21564 | 379.54   | .00        | 379.54     |
| 11-10-00-51330 | 189.21   | .00        | 189.21     |
| 11-10-00-53990 | 63.30    | .00        | 63.30      |
| 11-14-30-53310 | 143.88   | .00        | 143.88     |
| 11-14-30-53990 | 32.69    | .00        | 32.69      |
| 11-15-10-53320 | 25.00    | .00        | 25.00      |
| 11-15-10-53990 | 250.00   | .00        | 250.00     |
| 11-15-10-54500 | 166.49   | .00        | 166.49     |
| 11-16-10-52220 | 4,399.23 | .00        | 4,399.23   |
| 11-16-10-52260 | 959.64   | .00        | 959.64     |
| 11-16-10-53500 | 66.00    | .00        | 66.00      |
| 11-21-00-51380 | 143.71   | .00        | 143.71     |
| 11-21-00-52220 | 49.73    | .00        | 49.73      |
| 11-21-00-52620 | 995.85   | .00        | 995.85     |
| 11-21-00-52900 | 302.25   | .00        | 302.25     |
| 11-21-00-53100 | 64.99    | .00        | 64.99      |
| 11-21-00-53310 | 693.00   | .00        | 693.00     |
| 11-21-00-53420 | 378.54   | .00        | 378.54     |
| 11-21-00-53610 | 72.38    | .00        | 72.38      |
| 11-21-00-53700 | 288.40   | .00        | 288.40     |
| 11-21-00-53990 | 183.26   | .00        | 183.26     |
| 11-21-00-54100 | 2,998.42 | 1,740.00-  | 1,258.42   |
| 11-22-00-51440 | 180.00   | .00        | 180.00     |
| 11-22-00-52210 | 836.97   | .00        | 836.97     |
| 11-22-00-52220 | 1,309.95 | .00        | 1,309.95   |
| 11-22-00-52260 | 469.29   | .00        | 469.29     |
| 11-22-00-52400 | 1,010.00 | .00        | 1,010.00   |
| 11-22-00-53100 | 6.24     | .00        | 6.24       |
| 11-22-00-53320 | 26.38    | .00        | 26.38      |
| 11-22-00-53500 | 168.23   | .00        | 168.23     |
| 11-22-00-53990 | 94.45    | .00        | 94.45      |
| 11-22-00-54100 | 53.10    | .00        | 53.10      |
| 11-22-00-55100 | 200.00   | .00        | 200.00     |
| 11-24-00-53100 | 128.84   | .00        | 128.84     |
| 11-24-00-53300 | 1,074.30 | .00        | 1,074.30   |
| 11-29-00-52220 | 53.86    | .00        | 53.86      |
| 11-29-00-54130 | 83.77    | .00        | 83.77      |
| 11-32-10-52220 | 752.32   | .00        | 752.32     |
| 11-32-10-52260 | 658.12   | .00        | 658.12     |
| 11-32-10-52500 | 133.28   | .00        | 133.28     |
| 11-32-10-53400 | 118.84   | .00        | 118.84     |
| 11-32-13-54100 | 530.00   | .00        | 530.00     |
| 11-32-13-54300 | 15.59    | .00        | 15.59      |
| 11-34-10-52220 | 411.94   | .00        | 411.94     |
| 11-34-10-52230 | 9,048.13 | .00        | 9,048.13   |
| 11-51-10-52220 | 1,036.42 | .00        | 1,036.42   |
| 11-51-10-52260 | 450.61   | .00        | 450.61     |
| 11-52-00-48500 | 228.00   | .00        | 228.00     |

M = Manual Check, V = Void Check

| GL Account     | Debit     | Credit     | Proof      |
|----------------|-----------|------------|------------|
| 11-52-00-52220 | 603.71    | .00        | 603.71     |
| 11-52-00-52260 | 1,935.43  | .00        | 1,935.43   |
| 11-52-00-52270 | 1,771.99  | .00        | 1,771.99   |
| 11-52-00-59220 | 58.91     | .00        | 58.91      |
| 11-52-01-52220 | 683.18    | .00        | 683.18     |
| 11-52-01-52260 | 1,844.69  | .00        | 1,844.69   |
| 40-00-00-21100 | .00       | 9,518.21-  | 9,518.21-  |
| 40-54-10-52220 | 500.74    | .00        | 500.74     |
| 40-54-10-53990 | 1,291.40  | .00        | 1,291.40   |
| 40-55-10-52260 | 221.14    | .00        | 221.14     |
| 40-55-10-53500 | 99.00     | .00        | 99.00      |
| 40-55-20-52260 | 4,223.75  | .00        | 4,223.75   |
| 40-55-30-52220 | 3,182.18  | .00        | 3,182.18   |
| 42-00-00-21100 | .00       | 112.93-    | 112.93-    |
| 42-34-50-51380 | 50.00     | .00        | 50.00      |
| 42-34-50-52500 | 20.07     | .00        | 20.07      |
| 42-34-50-53100 | 42.86     | .00        | 42.86      |
| 47-00-00-21100 | .00       | 119.98-    | 119.98-    |
| 47-70-00-57155 | 119.98    | .00        | 119.98     |
| 48-00-00-21100 | .00       | 48.08-     | 48.08-     |
| 48-00-00-52260 | 48.08     | .00        | 48.08      |
| 61-00-00-21100 | .00       | 7.56-      | 7.56-      |
| 61-00-00-92630 | 7.56      | .00        | 7.56       |
| 62-00-00-21100 | .00       | 12.90-     | 12.90-     |
| 62-00-00-92630 | 12.90     | .00        | 12.90      |
| 99-00-00-21100 | 380.00    | 16,362.94- | 15,982.94- |
| 99-00-00-52110 | 140.00    | .00        | 140.00     |
| 99-00-00-52220 | 1,396.09  | .00        | 1,396.09   |
| 99-00-00-52500 | 177.16    | .00        | 177.16     |
| 99-00-00-53100 | 14.99     | .00        | 14.99      |
| 99-00-00-53120 | 129.79    | .00        | 129.79     |
| 99-00-00-53500 | 196.84    | .00        | 196.84     |
| 99-00-00-53600 | 7,257.31  | .00        | 7,257.31   |
| 99-00-00-54100 | 2,814.76  | .00        | 2,814.76   |
| 99-00-00-54110 | 801.72    | .00        | 801.72     |
| 99-00-00-54140 | 427.33    | .00        | 427.33     |
| 99-00-00-54150 | 507.23    | 380.00-    | 127.23     |
| 99-00-00-54155 | 234.61    | .00        | 234.61     |
| 99-00-00-55120 | 194.74    | .00        | 194.74     |
| 99-00-00-55150 | 52.52     | .00        | 52.52      |
| 99-00-00-55160 | 2,017.85  | .00        | 2,017.85   |
| Grand Totals:  | 72,264.31 | 72,264.31- | .00        |

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

## Report Criteria:

Report type: Summary

Check.Check number = 80589-80595,80519-80531,80642-80646,80647-80656,80657-80659,80639-80641

Check.Type = {&lt;&gt;} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {&lt;&gt;} 61

[Report].Invoice GL Account = {&lt;&gt;} 62

**City of Lake Geneva  
Finance, License, & Regulation Committee  
October 18, 2022**

**Accounts Payable**

|                                   | <u>Fund #</u> |                                       |
|-----------------------------------|---------------|---------------------------------------|
| 1. General Fund                   | 11            | <u>\$ 154,182.60</u>                  |
| 2. Debt Service                   | 20            | <u>\$ -</u>                           |
| 3. Lakefront                      | 40            | <u>\$ 5,255.00</u>                    |
| 4. Capital Projects               | 43            | <u>\$ 5,453.08</u>                    |
| 5. Parking                        | 42            | <u>\$ 63.09</u>                       |
| 6. Cemetery                       | 48/49         | <u>\$ 7,204.01</u>                    |
| 7. Equipment Replacement          | 50            | <u>\$ -</u>                           |
| 8. Library Fund                   | 99            | <u>\$ 5,328.89</u>                    |
| 9. Impact Fees                    | 45            | <u>\$ 27,018.00</u>                   |
| 10. Tourism Commission            | 47            | <u>\$ 10,000.00</u>                   |
| 11. Use of Building Funds-Library | 98            | <u>\$ -</u>                           |
| <br>Total All Funds               |               | <br><u><u><b>\$214,504.67</b></u></u> |

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

**FINANCE, LICENSE, & REGULATION COMMITTEE**  
**10/18/2022**

**TOTAL UNPAID ACCOUNTS PAYABLE** **\$ 214,504.67**

**ITEMS > \$5,000**

|                                                                    |              |
|--------------------------------------------------------------------|--------------|
| Edward Jones-Perpetual Care Fuinds Transfer to Investment Account  | \$ 7,100.00  |
| Jerry Willkomm Inc.-Fuel purchases                                 | \$ 9,020.80  |
| Johnson's Nursery-Purchase of Trees                                | \$ 10,815.00 |
| Kapur & Associates Inc.-Engineering Services                       | \$ 7,855.64  |
| Lake Geneva Utility-Water and Sewer Impact Fees                    | \$ 27,018.00 |
| Municipal Property Insurance-Policy Oct-Dec, Liability Ins Jan-Sep | \$ 73,315.00 |
| Pomp's Tire Service Inc.-Street Department tire purchases          | \$ 5,250.60  |
| Vandewalle & Associates Inc.-Planning Services                     | \$ 6,018.75  |
| WI Department of Transportation-Street Improvement Program         | \$ 5,060.58  |
| Wisconn Valley Media Group-Job posting, Taco Fest Tourism Grant    | \$ 10,392.75 |

Balance of Other Items **\$ 52,657.55**



## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "10192022","10192022A","L10192022"

Invoice Detail.GL account (2 Characters) = {&lt;&gt;} "61"

Invoice Detail.GL account (2 Characters) = {&lt;&gt;} "62"

| Invoice Number                              | Invoice Date | Description                | GL Account and Title                          | Net Invoice Amount |
|---------------------------------------------|--------------|----------------------------|-----------------------------------------------|--------------------|
| <b>ASSOCIATED APPRAISAL CONSULTANTS INC</b> |              |                            |                                               |                    |
| 164610                                      | 10/01/2022   | OCT 2022 ASSESSOR SERVICE  | 11-15-40-52100 ASSESSOR CONTRACTED SERVICES   | 3,541.67           |
| Total ASSOCIATED APPRAISAL CONSULTANTS INC: |              |                            |                                               | 3,541.67           |
| <b>AURORA EAP</b>                           |              |                            |                                               |                    |
| 505-C1000133                                | 09/29/2022   | 4TH QTR 2022 FEE           | 11-10-20-51350 EAP PROGRAM                    | 937.50             |
| Total AURORA EAP:                           |              |                            |                                               | 937.50             |
| <b>AURORA HEALTH CARE</b>                   |              |                            |                                               |                    |
| 265966                                      | 09/18/2022   | EMP DRUG TESTING           | 11-32-10-52050 DRUG AND MEDICAL TESTING       | 125.00             |
| Total AURORA HEALTH CARE:                   |              |                            |                                               | 125.00             |
| <b>AURORA QUICK CARE LLC</b>                |              |                            |                                               |                    |
| 223-CI0000267                               | 10/11/2022   | EMP CLINIC-FLU SHOT CLINIC | 11-10-20-51320 HEALTH AND DENTAL ADMIN CHGS   | 1,050.00           |
| 238-CI0000151                               | 09/16/2022   | EMP CLINIC-AUG             | 11-10-20-51320 HEALTH AND DENTAL ADMIN CHGS   | 3,075.00           |
| Total AURORA QUICK CARE LLC:                |              |                            |                                               | 4,125.00           |
| <b>BEARINGS INC SOUTH</b>                   |              |                            |                                               |                    |
| 70559                                       | 09/29/2022   | PULLEY & BUSHING           | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 123.71             |
| Total BEARINGS INC SOUTH:                   |              |                            |                                               | 123.71             |
| <b>BUMPER TO BUMPER AUTO PARTS</b>          |              |                            |                                               |                    |
| 662-463246                                  | 09/28/2022   | BRAKE FLUID                | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 20.58              |
| Total BUMPER TO BUMPER AUTO PARTS:          |              |                            |                                               | 20.58              |
| <b>CDW GOVERNMENT INC</b>                   |              |                            |                                               |                    |
| CR89628                                     | 09/12/2022   | SURGE PROTECTOR            | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 51.14              |
| CS08276                                     | 09/13/2022   | SURGE PROTECTOR            | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 183.47             |
| Total CDW GOVERNMENT INC:                   |              |                            |                                               | 234.61             |
| <b>CERTIFIED LABORATORIES</b>               |              |                            |                                               |                    |
| 7929574                                     | 09/07/2022   | PREMALUBE                  | 11-32-10-53400 OPERATING SUPPLIES-STREET DEPT | 325.05             |
| 7934220                                     | 09/13/2022   | DURA-GARD AEROSOL          | 11-32-10-53400 OPERATING SUPPLIES-STREET DEPT | 777.18             |
| Total CERTIFIED LABORATORIES:               |              |                            |                                               | 1,102.23           |
| <b>CIVIC SYSTEMS LLC</b>                    |              |                            |                                               |                    |
| CVC22493                                    | 09/22/2022   | SOFTWARE TRAINING          | 11-15-10-52120 ACCTG CONSULTANT FEES          | 1,425.00           |
| Total CIVIC SYSTEMS LLC:                    |              |                            |                                               | 1,425.00           |

| Invoice Number                 | Invoice Date | Description                | GL Account and Title                          | Net Invoice Amount |
|--------------------------------|--------------|----------------------------|-----------------------------------------------|--------------------|
| <b>DUNN LUMBER</b>             |              |                            |                                               |                    |
| 1222753                        | 09/29/2022   | 16 INCH BAR                | 11-32-13-54300 TREE & BRUSH OPER SUPPLIES     | 54.99              |
| 1223419                        | 09/29/2022   | TOGGLE SWITCH              | 11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS  | 6.89               |
| 1227727                        | 10/04/2022   | ANTI-FREEZE-PARK BATHS     | 11-52-00-53500 BLDG MAINT SUPPLIES-PARKS      | 23.94              |
| 1231893                        | 10/07/2022   | RUST-OLEUM                 | 11-32-10-53400 OPERATING SUPPLIES-STREET DEPT | 31.16              |
| 1236062                        | 10/11/2022   | FURNACE FILTERS            | 11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS   | 19.57              |
| Total DUNN LUMBER:             |              |                            |                                               | 136.55             |
| <b>EDWARD JONES</b>            |              |                            |                                               |                    |
| PERP CARE-J                    | 10/03/2022   | PERP CARE DEP-JUL-SEP      | 49-00-00-24200 DUE TO INVESTMENT ACCT         | 7,100.00           |
| Total EDWARD JONES:            |              |                            |                                               | 7,100.00           |
| <b>ELKHORN CHEMICAL CO INC</b> |              |                            |                                               |                    |
| 646487                         | 09/21/2022   | HAND SOAP-PARKS            | 11-52-00-53500 BLDG MAINT SUPPLIES-PARKS      | 1,045.25           |
| 646511                         | 09/21/2022   | CLEANING SUPPLIES          | 11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES  | 302.96             |
| 646524                         | 09/21/2022   | MOP HANDLE                 | 11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS   | 16.67              |
| 646732                         | 09/29/2022   | HAND SOAP                  | 11-32-10-53400 OPERATING SUPPLIES-STREET DEPT | 182.92             |
| 646909                         | 10/05/2022   | GLOVES-PARKS               | 11-52-00-53500 BLDG MAINT SUPPLIES-PARKS      | 161.60             |
| Total ELKHORN CHEMICAL CO INC: |              |                            |                                               | 1,709.40           |
| <b>ELKHORN NAPA AUTO PARTS</b> |              |                            |                                               |                    |
| 278947                         | 09/13/2022   | SWITCH REPLACE             | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 102.41-            |
| 280345                         | 09/27/2022   | REPAIR-#5                  | 48-00-00-52500 CEM EQUIP MAINT/REPAIRS        | 61.11-             |
| 280393                         | 09/28/2022   | FILTERS-STOCK              | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 595.01             |
| 280394                         | 09/28/2022   | REPAIR-#5                  | 48-00-00-52500 CEM EQUIP MAINT/REPAIRS        | 420.95             |
| 280440                         | 09/28/2022   | BRAKE PARTS                | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 141.91             |
| 280464                         | 09/28/2022   | HYD HOSE FTG-STOCK         | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 102.37             |
| 280568                         | 09/29/2022   | REPAIR-#5                  | 48-00-00-52500 CEM EQUIP MAINT/REPAIRS        | 279.70-            |
| 280891                         | 10/03/2022   | BTY-KUBOTA RTV 1100-VETS P | 11-52-00-52500 EQUIPMENT REPAIR SERVICES      | 123.06             |
| 281004                         | 10/04/2022   | BRAKE HOSE-OAK HILL        | 48-00-00-52500 CEM EQUIP MAINT/REPAIRS        | 19.78-             |
| 281066                         | 10/04/2022   | AIR COMP REPAIR-VETS PARK  | 11-52-00-52500 EQUIPMENT REPAIR SERVICES      | 15.78              |
| 281217                         | 10/05/2022   | OIL                        | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 8.72               |
| Total ELKHORN NAPA AUTO PARTS: |              |                            |                                               | 944.80             |
| <b>FORD OF LAKE GENEVA</b>     |              |                            |                                               |                    |
| 81074                          | 10/12/2022   | 2009 FORD RECALL SVC-PKG D | 42-34-50-53510 VEHICLE/EQUIPMENT MAINT        | 38.15              |
| Total FORD OF LAKE GENEVA:     |              |                            |                                               | 38.15              |
| <b>GAGE MARINE CORP</b>        |              |                            |                                               |                    |
| 213049                         | 09/01/2022   | BOAT TOWED TO LAUNCH       | 40-52-11-52520 LAUNCH RAMP REPAIRS            | 327.93             |
| Total GAGE MARINE CORP:        |              |                            |                                               | 327.93             |
| <b>GENEVA ONLINE INC</b>       |              |                            |                                               |                    |
| 1135720                        | 10/01/2022   | EMAIL SVC                  | 11-12-00-52210 MUNICIPAL CT TELEPHONE         | 2.00               |
| Total GENEVA ONLINE INC:       |              |                            |                                               | 2.00               |
| <b>GFL ENVIRONMENTAL INC.</b>  |              |                            |                                               |                    |
| V20000013743                   | 09/30/2022   | ST SWEEPINGS DISPOSAL      | 11-36-00-52960 SOLID WASTE-STREET DEPT        | 2,664.87           |

| Invoice Number                    | Invoice Date | Description                | GL Account and Title                          | Net Invoice Amount |
|-----------------------------------|--------------|----------------------------|-----------------------------------------------|--------------------|
| Total GFL ENVIRONMENTAL INC.:     |              |                            |                                               | 2,664.87           |
| <b>HILL, ERICA</b>                |              |                            |                                               |                    |
| REIMB 10/1/22                     | 10/01/2022   | SEC DEP-HILL 10/1/22       | 40-55-10-23530 SECURITY DEPOSITS-UPPER RIV    | 1,000.00           |
| REIMB 10/1/22                     | 10/01/2022   | SEC GRD,SETUP-HILL 10/1/22 | 40-55-10-46740 UPPER RIVIERA REVENUE          | 335.93-            |
| Total HILL, ERICA:                |              |                            |                                               | 664.07             |
| <b>INGRAM LIBRARY SERVICES</b>    |              |                            |                                               |                    |
| 54100 multiple                    | 10/10/2022   | ADULT BOOKS                | 99-00-00-54100 LIBRARY ADULT MATERIALS        | 1,627.93           |
| 54100 multiple                    | 10/11/2022   | ADULT BOOKS                | 99-00-00-54100 LIBRARY ADULT MATERIALS        | 683.39             |
| 54110 multiple                    | 10/10/2022   | YOUTH BOOKS                | 99-00-00-54110 LIBRARY YOUTH MATERIALS        | 1,040.11           |
| 54110 multiple                    | 10/11/2022   | YOUTH BOOKS                | 99-00-00-54110 LIBRARY YOUTH MATERIALS        | 105.99             |
| 54140 multiple                    | 10/10/2022   | ADULT NON PRINT            | 99-00-00-54140 LIBRARY NONPRINT MATERIALS     | 147.41             |
| 54140 multiple                    | 10/11/2022   | ADULT NON PRINT            | 99-00-00-54140 LIBRARY NONPRINT MATERIALS     | 105.31             |
| Total INGRAM LIBRARY SERVICES:    |              |                            |                                               | 3,710.14           |
| <b>ITU ABSORB TECH INC</b>        |              |                            |                                               |                    |
| 7994281                           | 09/30/2022   | MAT SERVICE-RIV            | 40-55-10-53600 UPPER RIVIERA MAINTENANCE      | 75.54              |
| Total ITU ABSORB TECH INC:        |              |                            |                                               | 75.54              |
| <b>JAMES IMAGING SYSTEMS INC</b>  |              |                            |                                               |                    |
| 1235266                           | 09/26/2022   | TOSH ES3555C               | 11-32-10-53400 OPERATING SUPPLIES-STREET DEPT | 125.35             |
| Total JAMES IMAGING SYSTEMS INC:  |              |                            |                                               | 125.35             |
| <b>JERRY WILLKOMM INC</b>         |              |                            |                                               |                    |
| 290038                            | 09/28/2022   | 1001.0 GALS GAS            | 11-32-10-53410 VEHICLE-FUEL & OIL             | 4,313.31           |
| 290567                            | 09/14/2022   | 1308.0 GALS GAS            | 11-32-10-53410 VEHICLE-FUEL & OIL             | 4,707.49           |
| Total JERRY WILLKOMM INC:         |              |                            |                                               | 9,020.80           |
| <b>JM ELLSWORTH CO INC</b>        |              |                            |                                               |                    |
| 0924933-IN                        | 10/03/2022   | OIL GUAGE-TANK             | 11-32-10-53410 VEHICLE-FUEL & OIL             | 125.93             |
| Total JM ELLSWORTH CO INC:        |              |                            |                                               | 125.93             |
| <b>JOHNSON'S NURSERY</b>          |              |                            |                                               |                    |
| MO-7097-2                         | 10/03/2022   | PURCHASE OF TREES          | 11-32-13-53460 PURCHASE OF TREES              | 10,815.00          |
| Total JOHNSON'S NURSERY:          |              |                            |                                               | 10,815.00          |
| <b>KAESTNER AUTO ELECTRIC CO</b>  |              |                            |                                               |                    |
| 411820                            | 06/01/2022   | LAWN RAKE-RETURN           | 11-52-00-53400 PARKS OPERATING SUPPLIES       | 164.95-            |
| 415327                            | 10/03/2022   | TOOLS-SPECIAL KIT          | 11-32-10-53400 OPERATING SUPPLIES-STREET DEPT | 350.00             |
| Total KAESTNER AUTO ELECTRIC CO:  |              |                            |                                               | 185.05             |
| <b>KAPUR &amp; ASSOCIATES INC</b> |              |                            |                                               |                    |
| 114547                            | 07/31/2022   | GOLF VIEW CONDOS           | 11-00-00-13910 A/R BILL OUTS                  | 125.00             |
| 115015                            | 08/29/2022   | PLAS-TECH                  | 11-00-00-13910 A/R BILL OUTS                  | 500.00             |
| 115023                            | 08/30/2022   | ENG-BLOOMFIELD RD TAP GNT  | 43-52-00-53100 TAP GRANT CAPITAL PROJECTS     | 62.50              |
| 115027                            | 08/30/2022   | SYMPHONY BAY PH 6          | 11-00-00-13910 A/R BILL OUTS                  | 375.00             |
| 115028                            | 08/30/2022   | 393 EDW BLVD BUENO REST    | 11-00-00-13910 A/R BILL OUTS                  | 212.50             |

| Invoice Number                         | Invoice Date | Description              | GL Account and Title                          | Net Invoice Amount |
|----------------------------------------|--------------|--------------------------|-----------------------------------------------|--------------------|
| 115030                                 | 08/30/2022   | ENG-CENTER ST CULVERT    | 11-30-00-52160 CITY ENGINEERING FEES          | 1,682.75           |
| 115032                                 | 08/30/2022   | CITY PLANNING            | 11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING  | 768.00             |
| 115033                                 | 08/30/2022   | ENG-BAKER ST SIDEWALK    | 11-30-00-52160 CITY ENGINEERING FEES          | 1,430.00           |
| 115034                                 | 08/30/2022   | STONE RIDGE PH 3         | 11-00-00-13910 A/R BILL OUTS                  | 2,699.89           |
| Total KAPUR & ASSOCIATES INC:          |              |                          |                                               | 7,855.64           |
| <b>LAKE GENEVA UTILITY</b>             |              |                          |                                               |                    |
| 202 MAESTRO                            | 08/30/2022   | 202 MAESTRO CIR          | 45-00-00-24520 WATER IMPACT FEES              | 1,690.00           |
| 202 MAESTRO                            | 08/30/2022   | 202 MAESTRO CIR          | 45-00-00-24530 SEWER IMPACT FEES              | 1,865.00           |
| 206 MAESTRO                            | 08/23/2022   | 206 MAESTRO CIR          | 45-00-00-24520 WATER IMPACT FEES              | 1,690.00           |
| 206 MAESTRO                            | 08/23/2022   | 206 MAESTRO CIR          | 45-00-00-24530 SEWER IMPACT FEES              | 1,865.00           |
| 207 ROSSINI                            | 09/14/2022   | 207 ROSSINI DR           | 45-00-00-24520 WATER IMPACT FEES              | 1,690.00           |
| 207 ROSSINI                            | 09/14/2022   | 207 ROSSINI DR           | 45-00-00-24530 SEWER IMPACT FEES              | 1,865.00           |
| 208 MAESTRO                            | 08/31/2022   | 208 MAESTRO CIR          | 45-00-00-24520 WATER IMPACT FEES              | 1,690.00           |
| 208 MAESTRO                            | 08/31/2022   | 208 MAESTRO CIR          | 45-00-00-24530 SEWER IMPACT FEES              | 1,865.00           |
| 210 MAESTRO                            | 09/14/2022   | 210 MAESTRO CIR          | 45-00-00-24520 WATER IMPACT FEES              | 1,690.00           |
| 210 MAESTRO                            | 09/14/2022   | 210 MAESTRO CIR          | 45-00-00-24530 SEWER IMPACT FEES              | 1,865.00           |
| 252 CENTER S                           | 09/20/2022   | 252 CENTER ST            | 45-00-00-24520 WATER IMPACT FEES              | 1,014.00           |
| 252 CENTER S                           | 09/20/2022   | 252 CENTER ST            | 45-00-00-24530 SEWER IMPACT FEES              | 1,119.00           |
| 308 ROSSINI                            | 09/14/2022   | 308 ROSSINI DR           | 45-00-00-24520 WATER IMPACT FEES              | 1,690.00           |
| 308 ROSSINI                            | 09/14/2022   | 308 ROSSINI DR           | 45-00-00-24530 SEWER IMPACT FEES              | 1,865.00           |
| 500 SOPRANO                            | 08/31/2022   | 500 SOPRANO DR           | 45-00-00-24520 WATER IMPACT FEES              | 1,690.00           |
| 500 SOPRANO                            | 08/31/2022   | 500 SOPRANO DR           | 45-00-00-24530 SEWER IMPACT FEES              | 1,865.00           |
| Total LAKE GENEVA UTILITY:             |              |                          |                                               | 27,018.00          |
| <b>LAKESHORES LIBRARY SYSTEM</b>       |              |                          |                                               |                    |
| 2633                                   | 10/14/2022   | IT CONSULTING            | 99-00-00-55160 LIBRARY IT CONSULTING SERVICES | 318.75             |
| Total LAKESHORES LIBRARY SYSTEM:       |              |                          |                                               | 318.75             |
| <b>LARRY'S TOWING &amp; RECOVERY</b>   |              |                          |                                               |                    |
| 9/29/22                                | 09/29/2022   | REPAIR-WRIGHT MOWER      | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 72.99              |
| Total LARRY'S TOWING & RECOVERY:       |              |                          |                                               | 72.99              |
| <b>LIBRARY FURNITURE INTERNATIONAL</b> |              |                          |                                               |                    |
| 8094                                   | 10/07/2022   | LIBRARY RENOVATION PROJE | 99-00-00-52160 PROFESSIONAL SERVICES          | 1,300.00           |
| Total LIBRARY FURNITURE INTERNATIONAL: |              |                          |                                               | 1,300.00           |
| <b>MARED MECHANICAL</b>                |              |                          |                                               |                    |
| 131349                                 | 09/28/2022   | HVAC REPAIR-MUSEUM       | 11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS   | 565.50             |
| Total MARED MECHANICAL:                |              |                          |                                               | 565.50             |
| <b>MARLIN PRINTING &amp; GRAPHICS</b>  |              |                          |                                               |                    |
| 671718                                 | 09/13/2022   | WINDOW ENVELOPES         | 11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES   | 96.29              |
| 671719                                 | 09/13/2022   | ENVELOPES-NO WINDOW      | 11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES   | 71.00              |
| Total MARLIN PRINTING & GRAPHICS:      |              |                          |                                               | 167.29             |
| <b>MIKES AUTO REPAIR INC</b>           |              |                          |                                               |                    |
| 65600                                  | 09/21/2022   | INSPECT FOR ALIGNMENT    | 48-00-00-53510 CEM VEHICLE MAINT/REPAIR       | 43.65              |

| Invoice Number                       | Invoice Date | Description                 | GL Account and Title                          | Net Invoice Amount |
|--------------------------------------|--------------|-----------------------------|-----------------------------------------------|--------------------|
| Total MIKES AUTO REPAIR INC:         |              |                             |                                               | 43.65              |
| <b>MONROE TRUCK EQUIPMENT</b>        |              |                             |                                               |                    |
| 5476686                              | 10/10/2022   | LIGHT REPLACEMENT           | 11-32-12-52500 SNOW & ICE CONTROL-REPAIRS     | 120.87             |
| Total MONROE TRUCK EQUIPMENT:        |              |                             |                                               | 120.87             |
| <b>MSA PROFESSIONAL SERVICES INC</b> |              |                             |                                               |                    |
| R07815006.0-1                        | 09/19/2022   | SYMPHONY BAY-LIFT STN REV   | 11-00-00-13910 A/R BILL OUTS                  | 3,230.80           |
| Total MSA PROFESSIONAL SERVICES INC: |              |                             |                                               | 3,230.80           |
| <b>MUNICIPAL PROPERTY INSURANCE</b>  |              |                             |                                               |                    |
| 10/04/2022                           | 10/04/2022   | POLICY RENEWAL-OCT-DEC      | 11-10-10-55120 GENERAL LIABILITY INSURANCE    | 18,328.75          |
| 10/04/2022                           | 10/04/2022   | LIABILITY INS JAN-SEP       | 11-00-00-16250 PREPAID INSURANCE              | 54,986.25          |
| Total MUNICIPAL PROPERTY INSURANCE:  |              |                             |                                               | 73,315.00          |
| <b>NEI-TURNER MEDIA</b>              |              |                             |                                               |                    |
| 57994                                | 10/03/2022   | WEDDING WINTER AD 2023      | 40-55-10-53160 PUBLICATIONS & PROMOTIONS      | 900.00             |
| REIMB-9/24/22                        | 09/24/2022   | SEC DEP-NEI MEDIA 9/24/22   | 40-55-10-23530 SECURITY DEPOSITS-UPPER RIV    | 1,000.00           |
| REIMB-9/24/22                        | 09/24/2022   | SEC GRD,SETUP-NEI MEDIA 9/2 | 40-55-10-46740 UPPER RIVIERA REVENUE          | 206.63-            |
| Total NEI-TURNER MEDIA:              |              |                             |                                               | 1,693.37           |
| <b>NIKOLAI, DANA</b>                 |              |                             |                                               |                    |
| REIMB 10/8/22                        | 10/08/2022   | SEC DEP-NIKOLAI 10/8/22     | 40-55-10-23530 SECURITY DEPOSITS-UPPER RIV    | 1,000.00           |
| REIMB 10/8/22                        | 10/08/2022   | SEC GRD,SETUP-NIKOLAI 10/08 | 40-55-10-46740 UPPER RIVIERA REVENUE          | 316.75-            |
| Total NIKOLAI, DANA:                 |              |                             |                                               | 683.25             |
| <b>ODP BUSINESS SOLUTIONS LLC</b>    |              |                             |                                               |                    |
| 266385594001                         | 09/19/2022   | COPY PAPER                  | 11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES   | 52.18              |
| 269190641001                         | 09/23/2022   | BINDER CLIPS,RED MKR,AA BT  | 11-16-10-53100 CITY HALL OFFICE SUPPLIES      | 44.51              |
| 269191565001                         | 09/23/2022   | POP UP POST-ITS             | 11-16-10-53100 CITY HALL OFFICE SUPPLIES      | 10.39              |
| 271037440001                         | 10/10/2022   | 2023 PLANNER/WALL CALEND    | 11-24-00-53100 BLDG INSPECTOR OFFICE SUPPLIES | 40.59              |
| 271037440001                         | 10/10/2022   | 2023 DESK BLOTTER/WALL CAL  | 42-34-50-53100 OFFICE SUPPLIES                | 24.94              |
| Total ODP BUSINESS SOLUTIONS LLC:    |              |                             |                                               | 172.61             |
| <b>POMP'S TIRE SERVICE INC</b>       |              |                             |                                               |                    |
| 60284981                             | 09/09/2022   | TIRES                       | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 159.62             |
| 60285131                             | 09/19/2022   | TIRES                       | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 626.64             |
| 60285132                             | 09/16/2022   | TIRES-LEAF TRAILER          | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 1,144.50           |
| 60285134                             | 09/19/2022   | TIRES-#54                   | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 396.00             |
| 60285135                             | 09/19/2022   | TIRES-#20                   | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 594.52             |
| 60285186                             | 09/19/2022   | TIRES-#53                   | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 1,734.80           |
| 60285527                             | 09/19/2022   | TIRES-#56                   | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS      | 594.52             |
| Total POMP'S TIRE SERVICE INC:       |              |                             |                                               | 5,250.60           |
| <b>RHYME BUSINESS PRODUCTS</b>       |              |                             |                                               |                    |
| AR580351                             | 09/29/2022   | SHARP-SEPT-B&W              | 11-16-10-55310 CH OFFICE EQUIPMENT CONTRACTS  | 30.17              |
| AR580351                             | 09/29/2022   | SHARP-SEPT-COLOR            | 11-16-10-55310 CH OFFICE EQUIPMENT CONTRACTS  | 550.74             |

| Invoice Number                          | Invoice Date | Description                | GL Account and Title                         | Net Invoice Amount |
|-----------------------------------------|--------------|----------------------------|----------------------------------------------|--------------------|
| Total RHYME BUSINESS PRODUCTS:          |              |                            |                                              | 580.91             |
| <b>ROTE OIL COMPANY</b>                 |              |                            |                                              |                    |
| 222700609                               | 09/27/2022   | 587.0 GALS CLEAR DIESEL    | 11-32-10-53410 VEHICLE-FUEL & OIL            | 2,295.17           |
| Total ROTE OIL COMPANY:                 |              |                            |                                              | 2,295.17           |
| <b>RUSSELL CESCHI INSPECTIONS LLC</b>   |              |                            |                                              |                    |
| AUG-SEPT 20                             | 10/06/2022   | COMM ELECTRIC INSP-AUG-SE  | 11-24-00-52190 CONTRACT BUILDING INSPECTOR   | 1,225.00           |
| Total RUSSELL CESCHI INSPECTIONS LLC:   |              |                            |                                              | 1,225.00           |
| <b>SHERWIN INDUSTRIES INC</b>           |              |                            |                                              |                    |
| SC049437                                | 09/26/2022   | COLD PATCH-STREETS         | 11-32-10-53700 ROAD MAINTENANCE SUPPLIES     | 3,298.24           |
| Total SHERWIN INDUSTRIES INC:           |              |                            |                                              | 3,298.24           |
| <b>SHRED-IT</b>                         |              |                            |                                              |                    |
| 8002414751                              | 09/25/2022   | SHREDDING SVC-SEP          | 11-16-10-53600 CITY HALL MAINT SERVICE COSTS | 28.17              |
| Total SHRED-IT:                         |              |                            |                                              | 28.17              |
| <b>STANG, KATHLEEN</b>                  |              |                            |                                              |                    |
| REIMB 10/7/22                           | 10/07/2022   | SEC DEP-STANG 10/7/22      | 40-55-10-23530 SECURITY DEPOSITS-UPPER RIV   | 1,000.00           |
| REIMB 10/7/22                           | 10/07/2022   | SEC GRD,SETUP-STANG 10/7/2 | 40-55-10-46740 UPPER RIVIERA REVENUE         | 359.81-            |
| Total STANG, KATHLEEN:                  |              |                            |                                              | 640.19             |
| <b>STATE BAR OF WISCONSIN</b>           |              |                            |                                              |                    |
| 5112895                                 | 09/06/2022   | RULES OF EVIDENCE HANDBO   | 11-12-00-53320 MUN CT CONFERENCES & SCHOOL   | 81.45              |
| Total STATE BAR OF WISCONSIN:           |              |                            |                                              | 81.45              |
| <b>STATE OF WISCONSIN</b>               |              |                            |                                              |                    |
| INV.64-246 09/                          | 09/30/2022   | COURT FINES-SEP 2022       | 11-12-00-24240 COURT FINES-STATE             | 4,270.37           |
| Total STATE OF WISCONSIN:               |              |                            |                                              | 4,270.37           |
| <b>STREFF, NICHOLAS</b>                 |              |                            |                                              |                    |
| REIMB 9/30/22                           | 09/30/2022   | SEC DEP-STREFF 9/30/22     | 40-55-10-23530 SECURITY DEPOSITS-UPPER RIV   | 1,000.00           |
| REIMB 9/30/22                           | 09/30/2022   | SEC GRD,SETUP-STREFF 9/30/ | 40-55-10-46740 UPPER RIVIERA REVENUE         | 337.06-            |
| Total STREFF, NICHOLAS:                 |              |                            |                                              | 662.94             |
| <b>THE KNOT WORLDWIDE INC.</b>          |              |                            |                                              |                    |
| INVUSD59184                             | 09/12/2022   | RECEPTION VENUES-SUBSCRI   | 40-55-10-53160 PUBLICATIONS & PROMOTIONS     | 477.71             |
| Total THE KNOT WORLDWIDE INC.:          |              |                            |                                              | 477.71             |
| <b>THOMAS BRADY &amp; ASSOC ARTISTS</b> |              |                            |                                              |                    |
| 15426                                   | 09/29/2022   | POLE MOUNT DECOR           | 11-34-10-53940 STREET DECORATIONS            | 2,293.00           |
| Total THOMAS BRADY & ASSOC ARTISTS:     |              |                            |                                              | 2,293.00           |
| <b>TIM'S TAP LINE CLEANING INC</b>      |              |                            |                                              |                    |
| 25672                                   | 10/06/2022   | LINE CLEANING              | 40-55-10-53600 UPPER RIVIERA MAINTENANCE     | 30.00              |

| Invoice Number                         | Invoice Date | Description                | GL Account and Title                         | Net Invoice Amount |
|----------------------------------------|--------------|----------------------------|----------------------------------------------|--------------------|
| Total TIM'S TAP LINE CLEANING INC:     |              |                            |                                              | 30.00              |
| <b>UNITED LABORATORIES</b>             |              |                            |                                              |                    |
| INV360873                              | 10/04/2022   | BUILD MAINT-PARKS          | 11-52-00-53500 BLDG MAINT SUPPLIES-PARKS     | 3,228.58           |
| Total UNITED LABORATORIES:             |              |                            |                                              | 3,228.58           |
| <b>VANDEWALLE &amp; ASSOCIATES INC</b> |              |                            |                                              |                    |
| 202209019                              | 09/19/2022   | VANDEWALLE ZONING          | 11-69-30-52180 ZONING CODES                  | 1,488.75           |
| 202209019                              | 09/19/2022   | COMP PLAN                  | 11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING | 30.00              |
| 202209019                              | 09/19/2022   | COST RECOVERY              | 11-00-00-13910 A/R BILL OUTS                 | 4,170.00           |
| 202209019                              | 09/19/2022   | TAP GRANT                  | 43-52-00-53100 TAP GRANT CAPITAL PROJECTS    | 330.00             |
| Total VANDEWALLE & ASSOCIATES INC:     |              |                            |                                              | 6,018.75           |
| <b>VERMEER WISCONSIN INC</b>           |              |                            |                                              |                    |
| 20261357                               | 09/01/2022   | FILTER ELEMENT             | 11-32-13-54200 TREE & BRUSH-REPAIR           | 172.16             |
| 20261395                               | 09/19/2022   | REPAIRS-#4                 | 11-32-10-52500 ST DEPT EQUIPMENT REPAIRS     | 718.91             |
| Total VERMEER WISCONSIN INC:           |              |                            |                                              | 891.07             |
| <b>WALWORTH COUNTY SHERIFF</b>         |              |                            |                                              |                    |
| AUG 2022                               | 09/06/2022   | PRISONER CONFINEMENT-AU    | 11-12-00-52900 CARE OF PRISONERS             | 15.00              |
| Total WALWORTH COUNTY SHERIFF:         |              |                            |                                              | 15.00              |
| <b>WALWORTH COUNTY TREASURER</b>       |              |                            |                                              |                    |
| INV.64-246 09/                         | 09/30/2022   | COURT FINES-SEP 2022       | 11-12-00-24200 COURT FINES-COUNTY            | 1,925.59           |
| Total WALWORTH COUNTY TREASURER:       |              |                            |                                              | 1,925.59           |
| <b>WI DEPT OF TRANSPORTATION</b>       |              |                            |                                              |                    |
| 395-00002799                           | 10/03/2022   | STREET IMPROVEMENT         | 43-32-10-17010 2021/2022 STREET IMP PROGRAM  | 5,060.58           |
| Total WI DEPT OF TRANSPORTATION:       |              |                            |                                              | 5,060.58           |
| <b>WISCONN VALLEY MEDIA GROUP</b>      |              |                            |                                              |                    |
| 104008-1                               | 08/31/2022   | LN-HR JOB POSTING          | 11-15-10-53990 ACCTG MISC EXPENSE            | 392.75             |
| TOURISM GNT                            | 10/03/2022   | TACO FEST 22-TOURISM GNT R | 47-70-00-57150 PROMOTIONAL GRANT             | 10,000.00          |
| Total WISCONN VALLEY MEDIA GROUP:      |              |                            |                                              | 10,392.75          |
| Grand Totals:                          |              |                            |                                              | 214,504.67         |

| Invoice Number | Invoice Date | Description | GL Account and Title | Net<br>Invoice Amount |
|----------------|--------------|-------------|----------------------|-----------------------|
|----------------|--------------|-------------|----------------------|-----------------------|

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:  
Detail report.  
Invoices with totals above \$0.00 included.  
Only unpaid invoices included.  
Invoice.Batch = "10192022","10192022A","L10192022"  
Invoice Detail.GL account (2 Characters) = {<>} "61"  
Invoice Detail.GL account (2 Characters) = {<>} "62"