



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

CITY OF LAKE GENEVA REGULAR COMMITTEE OF THE WHOLE
MONDAY, AUGUST 7, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Council President: Mary Jo Fesenmaier

Council Vice-President: Cindy Yager

Alderspersons: Joan Yunker, Shari Straube, Linda Frame, Peg Esposito, Tim Dunn, Ken Howell

CITY HALL WILL BE OPEN TO THE PUBLIC DURING ALL MEETINGS. THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:

1. Links to the City of Lake Geneva's live video stream can be found at <https://cityoflakegeneva.gov/319/City-Meetings-Video-Stream>
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-Council President Fesenmaier
2. Pledge of Allegiance – Alderperson Straube
3. Roll Call
4. Approval of the Committee of the Whole Minutes from July 5, 2023 as prepared and distributed
5. Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.
6. Parking Ad Hoc Committee Report-Mayor Klein
7. Hillmoor Ad Hoc Committee Report-Mayor Klein
8. Presentation and Discussion/Recommendation regarding Historic Preservation Ordinance: Jason Tish, State Historical Society
9. Presentation by Paul Stormberg, Gygax Memorial Fund, regarding Gygax initiatives
10. **STANDING COMMITTEE REPORTS**
The following Aldermen will be given the opportunity to make announcements or reports at the

meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.

- a. Finance, License, and Regulation Committee-Chair Howell
- b. Personnel Committee-Chair Dunn
- c. Public Works Committee-Chair Straube
- d. Piers, Harbor, and Lakefront Committee-Chair Yunker

11. COMMITTEE, COMMISSION, AND BOARD REPORTS

The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

- a. Utility Commission-Frame and Howell
- b. Tree Board-Esposito
- c. Police and Fire Commission-Yunker
- d. Plan Commission-Yunker
- e. Board of Park Commissioners-Frame
- f. Library Board-Fesenmaier
- g. Historic Preservation Commission-Dunn
- h. Avian Committee-Yager
- i. Tourism Commission-Fesenmaier and Howell
- j. Cemetery Board-Fesenmaier

12. REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES

The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

*No meeting or materials posted on the City website.

- a. *VISIT Lake Geneva-Yager
- b. *Geneva Lake Museum-Dunn
- c. *Lake Geneva Economic Development Corporation-Howell and Yager
- d. Geneva Lake Environmental Agency-Dunn
- e. *Geneva Lakes Family YMCA-Straube
- f. *Geneva Lake Use-Esposito

g. Business Improvement District-Straube

h. Geneva Lake Law Enforcement Agency-Mayor Klein

13. Adjournment

A quorum of the Council may be present; however, no official Council action will be taken.

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance so that the appropriate accommodations can be made.

CITY OF LAKE GENEVA REGULAR COMMITTEE OF THE WHOLE MINUTES
WEDNESDAY, JULY 5, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Council President: Mary Jo Fesenmaier
Council Vice-President: Cindy Yager
Alderpersons: Joan Yunker, Shari Straube, Linda Frame, Peg Esposito, Tim Dunn, Ken Howell

Call to order-Council President Fesenmaier
Council President Fesenmaier called the meeting to order at 6:00 p.m.

Pledge of Allegiance – Alderperson Howell
Council President Fesenmaier led the Committee of the Whole in the Pledge of Allegiance.

Roll Call
Present: Fesenmaier, Yager, Dunn, Esposito, Frame, and Straube
Absent: Howell and Yunker

Approval of the Committee of the Whole Minutes from June 5, 2023 as prepared and distributed
Motion by Esposito to approve, second by Frame. No discussion. Motion carried 6-0.

Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.

Joan Yunker; 101 Broad St; Spoke in regards to the Geneva Shore Report's false reporting and addressed the Council regarding certain conduct.

Cheryl Borowiec; 421 Gallant Dr; Spoke in regards to the Hillmoor Ad Hoc Committee's work and spoke in opposition of the YMCA locating to the Hillmoor property.

Sherri Ames; 603 Center St; Spoke in opposition of the short-term rentals and that they should not be getting City resident amenities, such as beach passes. She also spoke in regards to a portion of sidewalk that was spray-painted orange in front of her home and expressed concerns about the tripping hazard. She then expressed discontent with the open records requests pending for the personnel files for Alderperson Frame.

Walter Smith; 1800 LaSalle St; Spoke in favor of using Hillmoor as a City park and not having the YMCA relocate there.

Kate Meyer; 101 Broad St; Spoke in favor of using Hillmoor as a City park and not having the YMCA relocate there.

Henry Sibbing; 1725 Hillcrest Dr; Spoke in favor of the work that the Hillmoor Ad Hoc Committee has done. He further thanked the Police Department, Fire Department, and the Public Works Department for their hard work during the holiday weekend.

Judy Dara; 414 Gallant Dr; Thanked Alderperson Fesenmaier and Alderperson Frame for their work to keep their constituents informed. She spoke in opposition to the proposed Phase 8 of the Symphony Bay development.

Victoria Ross; 301 Cadence Circle; Spoke in opposition to the proposed Phase 8 of the Symphony Bay Development and the increase that would put on the development's amenities. She spoke in regards to the basements in the development and her discontent of the Building and Zoning Department, in relation to inspections being conducted.

Denise Wendell; 101 Broad St; Spoke in favor of using Hillmoor as a City Park and not having the YMCA relocate there.

Dave Mahoney; Spoke in favor of using Hillmoor as a City Park and not having the YMCA relocate there. He added that the parking rates need to stay as is and that there doesn't seem to be any issue with the rates being paid by the tourists. He also encouraged the Council members to set aside their political differences and work together to better the City.

Parking Ad Hoc Committee Report-Mayor Klein

Mayor Klein addressed the Committee regarding the Parking Ad Hoc Committee. The next meeting will be July 12, 2023. She added that the committee has approved the Walworth County Senior Citizen pass at \$65 per year. She explained that half of Lot I will be used for pre-paid reservation. Esposito asked that the Committee be provided a report to show how many cars are parking per weekend. No action taken.

Hillmoor Ad Hoc Committee Report-Mayor Klein

Mayor Klein noted that the committee has been meeting every two weeks and she then introduced Ad Hoc Committee member Michael Krajovic. Mr. Krajovic addressed the committee regarding the progress of the ad hoc committee and the vision for Hillmoor. He stated that the committee has been reviewing different ways to utilize the land at Hillmoor and the different phases needed to achieve it. He added that those visions are not only the work of the ad hoc committee, but also from the public's input. No action taken.

Presentation and Discussion/Recommendation: Police Department presentation regarding Neighborhood Watch Teams

Police Chief Gritzner addressed the committee regarding reinstating the Neighborhood Watch program. He explained that he would like there to be a team from every district to fairly represent the City. This role would require regular meetings of the group and at those meeting various different concerns could be addressed. He encouraged anyone interested to sign up and to not be afraid to bring up any concerns. No action taken.

STANDING COMMITTEE REPORTS. The following Aldermen will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.

Finance, License, and Regulation Committee-Chair Howell

Howell was not present. No report given.

Personnel Committee-Chair Dunn

Dunn noted that they have not met as of late, but that they will be meeting in August. The Parks Manager position and employee evaluation process may be discussed. No action taken.

Public Works Committee-Chair Straube

Aldersperson Straube gave a report about the Public Works Committee recent work. She noted that the the most pressing issues include vandalism to downtown trees, the South Street TAP Grant Project, and other various City projects. There has also been a recommendation to discuss placement of traffic lights in various location within the City. No action taken.

Piers, Harbor, and Lakefront Commmittee-Chair Yunker

Aldersperson Yunker joined the meeting at 7:01 p.m.

Aldersperson Yunker addressed the committee regarding the Piers, Harbors, and Lakefront Committee discussions. The most recent discussions include the proposed dam repairs and possible work to the lagoon. No action taken.

COMMITTEE, COMMISSION AND BOARD REPORTS. The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

Utility Commission-Frame and Howell

Aldersperson Frame did not offer a report. No action taken.

Tree Board-Esposito

Aldersperson Esposito explained that the Tree Board has been working on the City Forester ordinance updates. The next meeting will be held on July 18, 2023 where the tree vandalism will be discussed. No action taken.

Police and Fire Commission-Yunker

Alderperson Yunker addressed the committee regarding the Police & Fire Commission's current issues, including the Neighborhood Watch formation. The Commission next meets tomorrow, July 6, 2023. No action taken.

Plan Commission-Yunker

Yunker explained that the most recent discussion has been surrounding the City's Comprehensive Plan. No action taken.

Board of Park Commissioners-Frame

Frame noted that the Park Board has discussed the Butterfly Habitat at the Library to be built by the Rotary Club. The hope is that this program will be educational and will mirror the Purple Martin education program. Other discussion included having a dedicated area for dogs to visit the lakefront. No action taken.

Library Board-Fesenmaier

No report.

Historic Preservation Commission-Dunn

Dunn stated that the commission is receiving help from the State Historical Society and the Whitewater Historical Society to draft an ordinance. He stated that there might be possible grants for studies of archeology of Hillmoor. Frame commented that it might take a long time for those types of studies to be completed. No action taken.

Avian Committee-Yager

Yager stated that the Purple Martins are currently hatching and that there are approximately 73 new hatchlings. She added that you can watch them live through the Purple Martin Organization's website. She added that the Swift Night Out is currently being planned, which will happen later this year. No action taken.

Tourism Commission-Fesenmaier and Howell

Fesenmaier stated that the commission has been reviewing many grants for events that generate over night stays in the City hotels. She added that they receive monthly updates from VISIT Lake Geneva, the Downtown Business Improvement District, and the Riviera Coordinator. No action taken.

Cemetery Board-Fesenmaier

Fesenmaier stated that the Cemetery Board is reviewing the possibility of a property purchase, adjacent to the Cemetery. She added that the City has rolled out a new software program, called Pontem, where people can view graves sites and burial information online. No action taken.

COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES. The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

VISIT Lake Geneva-Yager

Yager stated that VISIT Lake Geneva is having Donald Driver come to Lake Geneva for a media campaign. She added that VISIT will be holding Concerts in the Park every Thursday this summer, in Flat Iron Park. They have attended several ribbon cuttings for Sotheby's Real Estate, Geneva High Ropes, Organic Cuts (upstairs wedding area), and the Geneva Stage. No action taken.

Geneva Lake Museum-Dunn

Dunn stated that all is well at the museum, but that the nice weather may be negatively impacting the attendance. There will be a "traveling" type exhibit of the Black Point costume on display until October. The museum will also be showcasing the new exhibits, including Dungeons & Dragons Exhibit and the Barber Shop Exhibit. No action taken.

Lake Geneva Economic Development Corporation-Howell and Yager

No report.

Geneva Lake Environmental Agency-Dunn

Dunn stated that the agency has been working on the ordinance for Invasive Aquatic Species and it will be before the Council for consideration soon. He added that there have been many studies regarding the e coli in the water near the beach and studying the pollution from the Bigfoot Pond. The agency continues to work on the clean boats and clean water initiative. No action taken.

Geneva Lakes Family YMCA-Straube

Straube stated that the YMCA just celebrated their 140 year anniversary! They are also hosting summer camps for 275- 300 kids. They have been actively sending out Hillmoor surveys to current and former members. They have currently sent out 9,000 and have received 700 as of June 8, 2023. She explained that they may be possibly purchasing a Montessori school and partnering with Inspiration ministries for their daycare. No action taken.

Geneva Lake Use-Esposito

No report.

Business Improvement District-Straube

Straube stated that the July BID meeting was canceled due to the holiday, but that Finance, Licensing, and Regulation Committee just approved their amended budget. No action taken.

Geneva Lake Law Enforcement Agency-Mayor Klein

Mayor Klein stated that she was recently named Chairman, but that a meeting has not be held as of yet. No action taken.

Adjournment

Motion by Yager to adjourn, second by Frame. Motion carried 7-0. The meeting adjourned at 7:30 p.m.

MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE COMMITTEE

Lana Kropf
City Clerk



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

CITY OF LAKE GENEVA PARKING AD HOC COMMITTEE

WEDNESDAY, JULY 26, 2023 - 4:00 PM

LAKE GENEVA CITY HALL; CONF RM 2A (UPPER LEVEL)

Members:

Mayor Charlene Klein, Parking Manager Seth Elder, Terence Pisano, Sherri Ames, Paul Hummel, Fred Gahl, and Downtown Business Improvement Executive Director Alex Binanti

AGENDA

1. Call to Order
2. Roll Call
3. Approval of the July 12, 2023 Parking Ad Hoc Committee minutes as prepared and distributed
4. Discussion regarding employee parking
5. Discussion regarding Lot I Flyers
6. Discussion/Recommendation to the Common Council regarding the expiration of the Committee
7. Next Meeting Date & Time
8. **Adjournment**

*This is a meeting of the Parking Ad Hoc Committee.
No official City Council action will be taken; however, a quorum of the Council may be present.*

CITY OF LAKE GENEVA PARKING AD HOC COMMITTEE MINUTES
WEDNESDAY, JULY 12, 2023 - 4:00 PM
LAKE GENEVA CITY HALL; CONF RM 2A (UPPER LEVEL)

Members: Mayor Charlene Klein, Parking Manager Seth Elder, Terence Pisano, Sherri Ames, Paul Hummel, Fred Gahl, and Downtown Business Improvement Executive Director Alex Binanti

Call to Order

Mayor Charlene Klein called the meeting to order at 4:00 p.m.

Roll Call

Present: Mayor Charlene Klein, Parking Manager Seth Elder, Sherri Ames, Paul Hummel, and Terence Pisano.

Absent: Alex Binanti and Fred Gahl.

Approval of the June 14, 2023 Parking Ad Hoc Committee minutes as prepared and distributed

Motion by Ames to approve, second by Pisano. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding Parking Lot I Reserved parking

Elder stated Lot I all day parking reservations are now available through ParkMobile . Elder explained the process of reserving a parking space for a future date. Elder advised that a link will be added to the city website that will allow an additional option for consumers to reserve parking. The Mayor noted that she has shared reserved parking information with the local radio station along with Business Improvement District (BID) Executive Director Alex Binanti, in an effort to increase awareness of the all-day reservation option.

Fred Gahl arrived at 4:07 p.m.

Discussion then focused on delays in all-day reserved parking implementation due to ParkMobile set up.

Discussion/Recommendation regarding 4th of July Weekend/Week Data

Elder provided a summation of the data included on page two of the packet, stating 2023 data showed a 1.5% increase in parking revenue as compared to 2022.

Discussion then focused on the future of the Parking Ad Hoc Committee. Gahl volunteered to compile an outline of topics discussed, and initiatives that have been implemented or discarded throughout the meeting process, in order to present a comprehensive report to the City Council.

Next Meeting Date & Time

The committee scheduled the next meeting for Wednesday, July 26, 2023 at 4:00 p.m.

Future Agenda Items

This topic was discussed during Item #5, Discussion/Recommendation regarding 4th of July Weekend/Week Data.

Adjournment

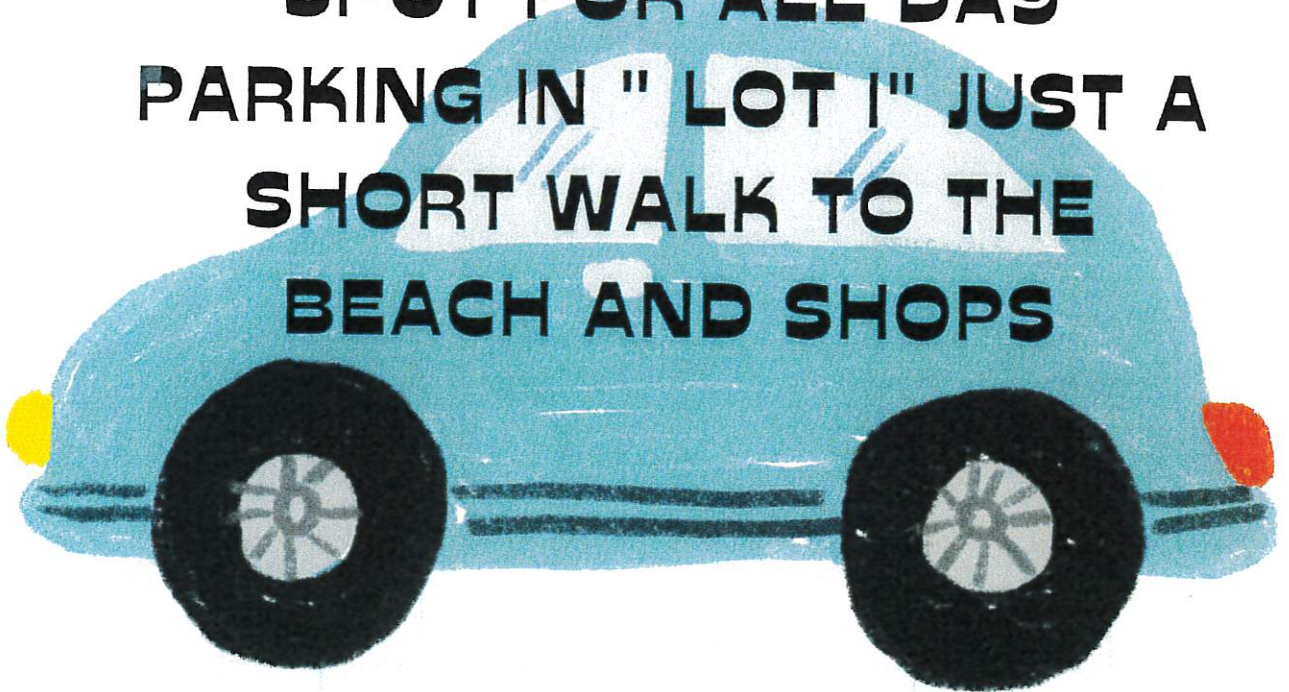
Motion by Ames to adjourn, second by Mayor Klein. No discussion. Motion carried 5-0. The meeting adjourned at 5:00 p.m.



***PARKING IN LAKE GENEVA
JUST GOT EASIER!***



**PRE-RESERVE A PARKING
SPOT FOR ALL DAY
PARKING IN "LOT 1" JUST A
SHORT WALK TO THE
BEACH AND SHOPS**



**RESERVE THROUGH THE
PARKMOBILE APP AND ENJOY
YOUR DAY!**





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CITY OF LAKE GENEVA HILLMOOR AD HOC COMMITTEE

THURSDAY, JULY 20, 2023 - 4:00 PM

LAKE GENEVA CITY HALL; POLICE TRAINING ROOM (UPPER LEVEL)

Members:

Mayor Charlene Klein, Deborah Beagle, David Quickel, Skip Atwell, Henry Sibbing, Adam St. Marie, Cherie Borowicz, Michael Krajovic, Fred Gahl, Celine Lillie, Karen Yancey, Paula Porbucan, Laurie Weed, and Norine Smyth

AGENDA

1. Call to Order
2. Roll Call
3. Approval of the July 6, 2023 Hillmoor Ad Hoc Committee minutes as prepared and distributed
4. Discussion regarding presentation to the Council on July 24, 2023 and continuation of the committee
5. Input from the members pertaining to their continued participation, meeting times, etc
6. Next Meeting Date & Time
7. **Adjournment**

*This is a meeting of the Hillmoor Ad Hoc Committee.
No official City Council action will be taken; however, a quorum of the Council may be present.*

HILLMOOR AD HOC COMMITTEE MINUTES
Thursday, July 6, 2023
POLICE TRAINING ROOM, UPSTAIRS CITY HALL

Meeting was called to order by Mayor Klein at 4:03 p.m.

Roll Call

Present: Mayor Klein, Hank Sibbing, Cherie Borowicz, Michael Krajovic, Fred Gahl (arrived (4:13), Celine Lillie, Paula Porubcan, Laurie Weed, Betty Volquardsen (Friends of Hillmoor)

Absent: Deborah Beagle (excused), David Quickel, Skip Atwell, Adam St. Marie, Karen Yancy, and David Curry

Approval of Hillmoor Ad Hoc Committee minutes from June 22, 2023

Motion by Borowicz, second by Weed, to approve the minutes from June 22, 2023. Porubcan asked that the minutes reflect, on page 3, the August 14th date for the Letter of Intent and change the initials to CLG (Certified Local Government). Committee members thanked Krajovic for his well-received presentation at Wednesday's Committee of the Whole meeting. Unanimously carried.

GLAS (Geneva Lake Astrophysics and STEAM) – Student Observatory proposal – Adam McCullough

Adam used slides to present pertinent data about the Roll-Off Roof Observatory proposal. The 16' by 24' foot structure where 3 of the larger telescopes could be stored and used. Uses for the Observatory include student education (i.e. after school programs K-12, Astronomy Club, publishable student research) and public events (i.e. Star Parties, rentals, Dark Skies education and awareness for both City ordinances and homes/businesses).

The proposed budget is \$31,000 with \$14,000 in pledges already. Advantages for the Hillmoor location would be walkability on trails for a larger number of people of all ages and accessibility levels, close to downtown, and many parking option available (unlike Yerkes which has a small parking lot for under 100 cars).

Proposed Archeological Survey and Grant – Paula Porubcan

Paula gave the historical layout of the property explaining that 30 acres of Hillmoor are high probability areas of finding relevant artifacts. The most likely places are along high tops of land near water. Porubcan noted that on an 1857 plat map a barn and solo foundations are noted along the high terrace near Haskins Street. She handed out a detailed sheet with an overview and the grant process. The State Historical Society Certified Local Government Grant for \$30,000 is the best fit for the project scope, and the City would have an excellent chance of obtaining the money. The City of Lake Geneva is a CLG and has under their care properties designated as historic.

Why should we apply for this grant to complete an archeological survey? Ethically, we know Hillmoor is a statistically significant non-renewable resource under public ownership, and we are way ahead in the process if we were to accidentally unearth artifacts when improving the

property. Jason Tish, from the state, would provide much assistance in the application process. Paula had a few paper copies of the 7-page blank application for review.

Motion by Lillie, second by Porubcan, to recommend to the City Council at their July 24th meeting, the authorization to apply for the Historical Society Certified Local Government Grant for \$30,000. Unanimously carried.

General Discussion concerning concepts for Hillmoor and moving forward

Mayor Klein mentioned that the August 17th meeting might include a recommendation for engaging a biologist to assess the wetland area of Hillmoor. Krajovic asked that the Geneva Lake Conservancy rep, Karen Yancy, give an update regarding the Knowles-Nelson Grant application submission.

- Committee is honing in now on concepts to present to the Council.
- The Council present at COW on Wednesday suggested fine-tuning, then recommending a Vision Statement for adoption by the City Council. Verify whether (date) the Vision Statement has been voted on by the Ad Hoc Committee.
- Request continuation of the Ad Hoc Committee from the City Council.

Motion by Gahl, second by Sibbing, to recommend to the City Council that the Ad Hoc Committee EXPLORE a golf course and amphitheater for the Hillmoor property.

Borowicz suggested that the priority right now is approval to extend the committee.

Volquardsen commented that the Vision Statement and Project Evaluation Form should be next after the Council extends the committee.

Sibbing wondered whether the Council could also be asked to commit to funds to explore designs.

Klein reminded the committee that there is a \$10,000 pledge for the amphitheater.

Lillie doesn't want to throw out the concept of open space patterned after Central Park and an arboretum.

Volquardsen believes the Roll-Off Roof Observatory presented earlier is a worthy project to be included, but Gahl believes it is totally insignificant.

Borowicz brought the conversation back to securing an extension of the committee's work, and Lillie proposed the committee prioritize the list of projects using those included in the Vision Statement.

Krajovic weighed in by affirming Lillie's idea of a prioritized list. He believes the motion is premature. He is concerned with the compatibility mentioned by Sean Kelly and how projects fit together and flow from space to space. Krajovic reiterated that the committee should seek renewal of their status, improve the Vision Statement by adding strategies and building standards then send to Council to adopt as a guiding document for the future of the property.

Gahl insisted there is tremendous momentum and that Krajovic was being too professorial. The committee simply wants to gather more information specifically on the golf course and amphitheater.

Both Krajovic and Volquardsen added that people at the public meetings and listening sessions have not mentioned golf course.

Gahl persisted that the golf course may only take up 13 of the 60 to 90 acres left open, and people might be surprised how it would fit in.

Sibbing reminded the committee that Hillmoor is an historic, 100-year old course. He thinks the Council might support investigating whether bringing a smaller version back is a viable option. Porubcan wondered if the committee can just do research on their own, but Sibbing's response was that it couldn't be done for free.

Klein assured the group that the Council would be open-minded about these two projects and would also extend the committee.

Krajovic called for a vote on the motion.

Discussion continued by the mayor and others, but the committee was reminded that the request to vote took precedence over more conversation.

Secretary reread the motion. By roll call vote:

Yes – Sibbing, Gahl, Klein

No – Krajovic, Volquardsen, Weed, Porubcan, Lillie, Borowicz

Motion fails.

Motion by Sibbing, second by Gahl, to recommend the Vision Statement including the possibility of a golf course and amphitheater and other projects such as arboretum, disc golf, and playground but not limited to these and to extend the time limit of the Ad Hoc Committee to research the viability of projects. Carried 8 to 1.

Future meeting agenda items and next meeting date –

- August 3 meeting will begin at 4:15 p.m.
- August 17 – Presentation of YMCA Survey Results

Thursday, July 20 at 4:00 PM

Motion by Borowicz, second by Sibbing, to adjourn at 5:55 p.m. Carried.

Respectfully submitted,
Alderman Fesenmaier

To: Ken@mccormacketten.com
Subject: Final Ordinance

Here's the text of Jason Tish's email for the City Council Committee of the Whole meeting agenda and Mary Jo plus the final revision of the *Chapter 34 Historic Preservation Ordinance*.

Hi Chris,

I'll be happy to attend this meeting. I've copied a short biography below. I will present the history of Lake Geneva's participation in the CLG partnership program, an overview of the CLG program including benefits and responsibilities, and a comment on the proposed amendments to Chapter 34 of the city's general ordinances. I won't bother with visuals or slides. This can be done verbally. Can I send you some documents to share with the committee?

Biography:

Jason Tish has worked with historic preservation policies at the national, state, and local levels since 1996. He has worked in the public and private sectors as an archaeologist, architecture historian, historic preservation consultant, and executive director of an advocacy organization. He has extensive experience developing and administering local historic preservation policies and practices. He currently serves as the Certified Local Government and Preservation Education Coordinator at the Wisconsin State Historic Preservation Office, where he administers the federal Certified Local Government program in Wisconsin, and advises Wisconsin municipalities on planning for cultural resources, and leveraging them for economic and community development.



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

CITY OF LAKE GENEVA FINANCE, LICENSING, AND REGULATION COMMITTEE

TUESDAY, JULY 18, 2023 - 4:30 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, Cindy Yager, and Tim Dunn

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Access Code: 9746153

2nd AMENDED

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 July 5, 2023 Finance, Licensing, and Regulation Committee minutes as prepared and distributed
5. **Licenses & Permits**
 - a. Discussion/Recommendation regarding a Temporary Class "B"/"Class B" Retailer's License filed by the Rotary Club of Lake Geneva for the event of Oktoberfest, to be held October 7 and October 8, from 10 a.m. to 10 p.m., located on Broad St and Geneva St
 - b. Discussion/Recommendation regarding a Tier 1 Event Permit Application filed by the Lake Geneva Business Improvement District for the event of Maxwell Street Days, to be held August 25-27, from 9:00 a.m. to 9:00 p.m. daily, located at Downtown Lake Geneva Businesses
6. ~~Discussion/Recommendation regarding waiver of Right-Of-Way Excavation Permit Fee for those property owners responsible for sidewalk repair, per Resolution 23-R40~~

7. Discussion/Recommendation regarding purchasing an aerator to circulate lake water on the east side of Riviera Beach (*Geneva Lake Environmental Agency request and Piers, Harbors, and Lakefront Committee recommended approval on July 11, 2023*)
8. Discussion/Recommendation regarding implementation of a West End Kayak/Paddleboard \$5.00 launch fee (*Piers, Harbors, and Lakefront Committee recommended approval on July 11, 2023*)
9. Discussion/Recommendation regarding a possible special event permit ordinance and special event planning guide (including information related to waiving of parking fees)
10. Discussion/Recommendation regarding the bid award for the Automatic Chain Link Fence Gate and Operator at Oak Hill Cemetery to Century Fence in an amount not to exceed \$19,100.00 (*Cemetery Board approved on June 21, 2023*)
11. ~~Discussion/Recommendation regarding the City of Lake Geneva Volunteer Liability Waiver form~~
12. Discussion regarding Hillmoor Property Goat Grazing donations and expenses
13. Discussion regarding May 2023 Treasurer's Report and Budget versus Actual Report
14. **Presentation of Accounts**
 - a. Pre-paid Bills: \$142,223.54
 - b. Regular Bills: \$322,290.27
15. **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.

**SUPPLEMENTAL APPLICATION FORM
TEMPORARY CLASS "B" / "CLASS B" RETAILER'S LICENSE
CITY OF LAKE GENEVA**

This form needs to be submitted as an attachment to the Application for Temporary Class "B" / "Class B" Retailer's License Form (Form AT-315) and returned to the City Clerk.

Applicant Organization: Rotary Club of Lake Geneva

Name of Event: Lake Geneva Oktoberfest

Date of Event: Oct 7th & 8th, 2023

Time of Event: 10am - 10pm both days
(Beginning) (Ending)

Event Contact Person: Alexandria Binanti

Contact Phone:

Contact Email:

Will a Licensed Operator be serving or supervising the service of alcohol?

***This includes Temporary Operator's who have completed the Responsible Beverage Servers class.**

☒ Yes

☐ No

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

For Office Use Only

Date Filed: June 27, 2023 Receipt No: 15-DB8936

Total Amount: \$10-

Forwarded to Police Chief: June 27, 2023

Recommendation: E. [Signature] Approved Denied

Verification that not more than 2 temporary wine licenses have been issued to this applicant within the last 12 months: _____

FLR Approval: _____

License Issued: _____

Council Approval: _____

License Number: _____

License Expires: _____

MAILTO: _____ Organization

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 6-21-2023

☐ Town ☐ Village ☒ City of Lake Geneva

County of Walworth

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning Oct 7, 2023 and ending Oct 8, 2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Rotary Club of Lake Geneva

(b) Address PO Box 910 Lake Geneva WI 53147

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized Dec 1975

(d) If corporation, give date of incorporation N/A

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Jane Ipsen

Vice President none

Secretary Bob Kunkel

Treasurer Michael Walsh

(g) Name and address of manager or person in charge of affair: Alexandra Binanti

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Streets on Broad + Geneva (based on street closure)

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? NO

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

3. Name of Event

(a) List name of the event Lake Geneva Oktoberfest

(b) Dates of event OCT 7th + 8th 2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Jane A Ipsen
(Signature / Date)

ROTARY CLUB OF LAKE GENEVA
(Name of Organization)

Date Filed with Clerk June 27, 2023

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



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: Lak Geneva Business Improvement District
Name of Event Organizer/Producer: Alexandria Binanti
Production Company/Organization: Lake Geneva BID FEIN #: 39-6005495
Street Address: PO Box 910
City: Lake Geneva State: WI Zip code: 53147

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

EIN # (Tax Exempt Number): 39-6005495

*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: Lake Geneva Maxwell Street Days
2. Date(s) of Event: August 25-27
3. Location(s) of Event: Downtown Lake Geneva Businesses
4. Hours: 9am - 9pm daily
Note: Start Time & End Time

5. Event Chair/Contact Person: Alexandria Binanti Phone: [REDACTED]
6. Day of Event Contact Name: Alexandria Binanti Phone: [REDACTED]
7. Is the event open to the public? Yes ☒
8. Will you charge an admission fee? No
9. Estimated Attendance Number: 2500
10. Basis for estimate: Previous years shopper counts
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? No
If yes, what type and how many: _____

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

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

N/A

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

N/A

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

N/A

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

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

Dates of Use: _____

Total Number of Parking Stalls being Requested: _____

Parking Stall Number(s) and Location: _____

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: Some accessibility to power from light poles on Main, Broad, and Center Streets for low powered music speakers

☐ **Water;** Explain: _____

☐ **Traffic Control;** Explain: _____

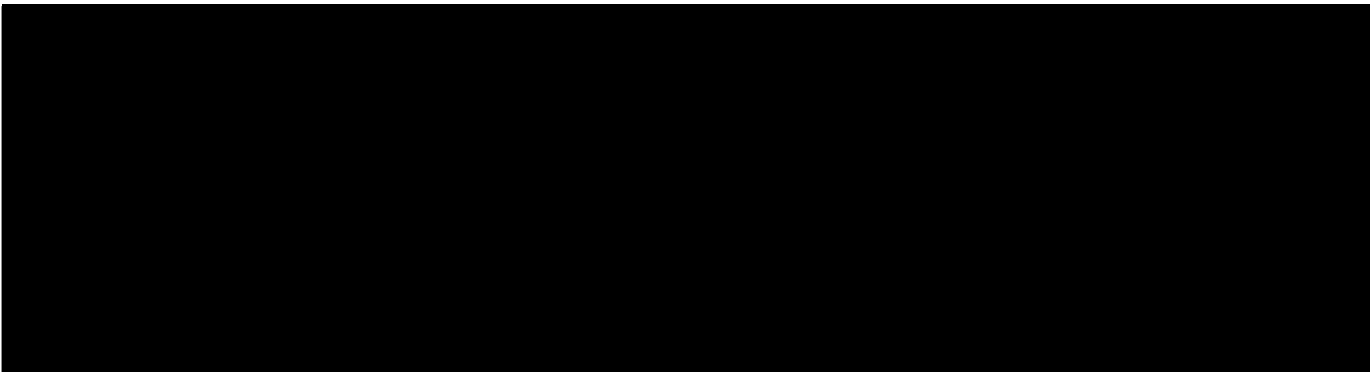
☐ **Police Services;** Explain: _____

☐ **Fire/EMS Services;** Explain: _____

☐ **Other;** Explain: _____

***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: Alexandria Binanti Date: 6/23/2023



PO BOX 910, Lake Geneva WI 53147 | 262.220.8916 | www.downtownlakegeneva.org

Annual Downtown Lake Geneva Maxwell Street Day Event Plan

Date: Friday - Sunday August 25-27, 2023

Time: Starts at 9am daily during operating hours

Where: Downtown Lake Geneva Businesses

Intended Guests: Approximately 2500

Event Overview:

This annual event is designed to bring in visitors to the downtown business improvement district to enjoy local shopping deals, tastings of culinary delights, and music along the streets to celebrate the retailers downtown. The goal is focused on community marketing and promotions at this end of summer event. A passport will be distributed and as guests visit the shops, they can also earn points for gift card giveaways for future visits. This event is free to attend, free to participate as a business, and requires no street closure or park rental. Participating locations will be announced at a future date.

The BID does request access to a few strategic light poles with electricity to allow for the feasibility to have speakers to amplify sound from street corner musicians hired for the event. Musicians are mostly solo/duo operators and ½ booked so far are acoustic playing.

For Office Use Only

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

Receipt #: _____

City Clerk/Administrator Signature: _____

Date: June 24, 2023

☒ Approve ☐ Denied Notes: _____

Police Chief Signature: _____

Date: 07/07/2023

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: _____

Date: _____

☐ Approve ☐ Denied Notes: _____

DPW Signature: _____

Date: 7/10/23

☒ Approve ☐ Denied Notes: _____

Parking Signature: _____

Date: 7/10/23

☒ Approve ☐ Denied Notes: _____

Harbormaster Signature: _____

Date: 7/11/23

☒ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____



5.2 WAIVING OF PARKING FEES

I. PURPOSE

This policy establishes the process and criteria to address requests for the waiving of parking fees by registered not-for-profit organizations holding events within the City of Lake Geneva.

II. DEPARTMENT RESPONSIBLE

The Parking Manager will process requests for waiving of parking fees for special events within the City by directing the request to the Finance, Licensing, and Regulation Committee for recommendation and to the Common Council for a final decision.

III. COMMITTEE OVERSIGHT

Finance, Licensing and Regulation (FLR) Committee for recommendation and to the Common Council for a final decision.

Adopted by Common Council	04/18/2023
Amended by Common Council	04/18/2023

POLICY STATEMENT

While events contribute to the overall quality of life for the community, events held within the City result in a net expense for the City which is paid from the City's budget. Requests for City services associated with the event typically involve numerous departments.

The City of Lake Geneva will not waive fees for any special events for which the organizers are "for profit" in nature.

The City of Lake Geneva may waive no more than fifty percent (50%) of the total parking fees in instances where there is a demonstrated and compelling reason to do so. Organizations will only be considered for a waiver / discount if tax exempt, charitable or not-for-profit in nature.

PROCESS

Requests for a parking fee waiver must be made, in writing, and be attached to the event permit application. Once submitted, the City Clerk's office will forward the request to the appropriate City officials. Requests must include a statement as to why the waiver is essential for the event and provide tangible documentation to back up the claim. This will include, but not be limited to the organization providing a summary budget for the event including the event's revenues and expenses, as well as IRS proof of the organization's status.

This information, along with historic data of previous year's city parking and other city-related expenses related to the event will be part of the information provided to the Committee and City Council members for consideration.

An authorized representative of the requesting organization must be present at the FLR meeting and the Common Council to speak and answer any questions.

This policy will be in effect for events applications filed after __ (date)_____.



Event:	Police	Fire	Public Works	Utilities	Parking
Winterfest		UTV		versa handler + fuel + staff	parking spots and /or shuttle
	\$ 21,300.00	\$ 156.00	\$ 20,367.90	\$ 2,000.00	\$ 3,250.00
		\$ 1,248.00			
Winterfest Totals	\$ 21,300.00	\$ 1,404.00	\$ 20,367.90	\$ 2,000.00	\$ 3,250.00
Venetian Fest		UTV, brush engine 2 ambulances Adm. Vehicle			parking spots / shuttle
	\$ 32,350.00	\$ 156.00	\$ 9,967.90		\$ 17,482.00
		\$ 871.00			
		\$ 845.00			
		\$ 2,444.00			
Venetian Fest Totals	\$ 32,350.00	\$ 4,316.00	\$ 9,967.90		\$ 17,482.00
Oktoberfest		UTV			parking spots / shuttle
	\$ 12,274.00	\$ 78.00	\$ 500.00		\$ 1,250.00
		\$ 1,248.00			
Oktoberfest Totals	\$ 12,274.00	\$ 1,326.00	\$ 500.00		\$ 1,250.00

Donated Event Parking 2022		Approximate 2023 rate structure amount	
Winterfest	\$ 3,250.00	\$ 6,500.00	
YMCA 5K	\$ 320.00	\$ 640.00	
Farmers Market *combined*	\$ 14,040.00	*Wednesdays \$ 14,040.00	
Beachside Authorfest	\$ 80.00	\$ 160.00	
Art in the Park	\$ 3,840.00	\$ 7,640.00	
Venetian Fest	\$ 17,482.00	\$ 34,764.00	
Walk to end Alzheimers	\$ 160.00	\$ 320.00	
Fire Bells	\$ 160.00	\$ 320.00	
Honkey Tonk Fest	\$ 600.00	\$ 1,200.00	
Out of the darkness walk	\$ 200.00	\$ 400.00	
Oktoberfest	\$ 1,250.00	\$ 2,500.00	
Events Total	\$ 41,382.00	\$ 68,484.00	
Church placard program	\$12,480	\$ 24,960.00	
Grand Total	\$ 53,862.00	\$ 93,444.00	

Lakefront

Library

		<i>Less parking available for patrons</i>		
		<i>Restroom usage skyrockets</i>		
		*Loss of revenue from County		
		due to less use by residents during	\$	48,321.90
		events		

<i>closing of boat launch</i>		<i>Less parking available for patrons</i>		
		<i>Restroom usage skyrockets</i>		
		*Loss of revenue from County		
		due to less use by residents during		
\$	800.00	events		
\$	800.00		\$	64,915.90

		<i>Less parking available for patrons</i>		
		<i>Restroom usage skyrockets</i>		
		*Loss of revenue from County		
		due to less by by residents during events	\$	15,350.00

Grand Total for three largest events:

\$128,587.80

Special Event Planning Guide



REVISED January 2023
***subject to change**

Table of Contents

Overview	3
Application Process	4
Event Timeline	5-6
Event Guidelines	7-14
Advertising	7
Amplified Sound	7
Beer/Wine	7-8
Demonstration/Protest/Rally	8
Equipment Rental	8-9
Fire Department Requirements	9
Food and Merchandise Vendor Booths/ Mobile Food Vehicles	9
Insurance Requirements	9-10
Restroom Facilities	10
Security and Operational Plan	11-12
Safety and Evacuation Plan Guidelines	11-12
Traffic Plan/Street Closure	12
Parking	13
Temporary Signs and Banners	13
Temporary Structures: Tents, Stages, etc	14
Waste and Recycling	14
Contact Information	15
Attachments	15-30

Overview

The City of Kenosha's definition of a Special Event is a planned, special occurrence in a park or on public property, which requires exclusive use of a portion of the property and has community-wide appeal. Events include, but are not limited to: festivals, concerts, parades, marches, ceremonies, tournaments, exhibitions, expositions, fairs, markets or shows.

An application for a Special Event Permit is NOT needed for private events such as birthday parties, neighborhood block parties or other similar events taking place in a park, City pool or on a residential street. Instead, contact the Department of Public Works at 262-653-4050 to determine which forms are necessary for the private event.

Organizers of special events are responsible to ensure that event attendees are provided with a safe and enjoyable event. They also are responsible to ensure that the event venue and other people in the area are not unduly impacted by a special event.

Please contact the Mayor's Office/ Department of Administration at [262-653.4000](tel:262-653-4000) or specialevents@kenosha.org if you have questions.

PLEASE NOTE: No application for a Special Event Permit will be considered if the organizer has any unpaid fees from any previous events.

Application Process

1. Submit a completed application, a site plan map and \$100 non-refundable fee* with Special Event Permit (Form ADM400) **a minimum of 45 calendar days prior to the proposed event** to the Department of Administration, 625 52nd Street, Room 300.

Applications submitted between 30 and 45 days will incur a non-refundable permit fee of \$500. Submitting an application and fees is no guarantee of approval. Applications for a Special Events Permit submitted less than 30 days will not be considered.

Applications are fillable online and it is preferred that they are typed. For large scale events, it is highly recommended that applications are submitted 6-12 months prior to the event to allow time for planning and promotion.

The earlier the application and fee is submitted, the higher the likelihood the preferred location may be available.

**Activities sponsored and organized by an accredited school, school system, college, bonafide youth organization, bonafide veteran's organization, church or bonafide religious organizations are exempt from the Special Event Permit fee.*

2. The Special Event application for a permit will require approval by one or more City Boards or Commissions. Upon submission and payment of the permit fee, the event application will be reviewed by City staff. Organizers of returning events should understand that event requirements – particularly related to security and insurance – continue to evolve. Previous approval of an event plan does not assure approval of a subsequent application. City staff may schedule a meeting with the organizer to discuss the event in detail and may require additional information before sending the application forward to the Parks Commission and/or other appropriate reviewing authority to consider approval. The event organizer will be informed of the meeting time and is expected to be available during the meeting to answer any questions. The City reserves the right to deny the Special Event Permit if the event is incompatible with the park area or if it conflicts with other scheduled or unscheduled park usage.

3. The event organizer will be notified in writing if the appropriate reviewing authority approves the Special Event. **Final approval is contingent upon the organizer meeting requirements outlined in the event application, including proof of proper insurance; providing a list of vendors, if applicable, and providing a Safety and Operational Plan by the deadline outlined in the approval letter.** The event will be required to meet all requirements in the Code of General Ordinances for the City of Kenosha that are in affect at the time of the event. If conditions are not followed, the event may be shut down by the City, and any future events may be rejected.

4. Organizers must notify the Administration Office of a cancellation a minimum of 30 days prior to a scheduled event for redistribution of reserved places or equipment. Permit fees are non-refundable; however organizers will not be charged for canceled equipment.

Event Timeline

6 to 12 Months Prior to Event:

- Schedule a planning meeting with City staff for large events and first time event organizers by calling City Administration: 262-653-4000. Check to see if the requested event location is available.

Up to 365 Days Prior to Event: (but at least 45 days prior)

- Complete and submit the Special Event Application, site map and permit fee.
**See Attachments A 1 and A2 in the Appendix for examples of site maps*

Within 45 Days After Submitting Permit:

- City staff will review for availability, concerns and conditions. Event application will be forwarded to the Parks Commission and/or other appropriate reviewing authority to consider approval.
- Fire Prevention Chief or Deputy Chief must approve any fireworks/bonfire/pyrotechnics

30 to 60 Days Prior to Event:

- The event organizer must submit a Safety and Evacuation Plan, as well as an Operational and Security Plan, in accordance with CDC guidelines, orders issued by the State of Wisconsin, County Health Department, NFPA 1 Chapter 10 (per the Kenosha Fire Department) and any City of Kenosha requirements. These plans must be approved by City staff or the event will be canceled. The plans must be submitted no less than 30 days and no more than 60 days prior to the event.

30 Days (or more) Prior to Event:

- Beer/Wine Sales: Temporary Class “B” Retailers License Application due. Requires Common Council approval.

14 Business Days (or more) Prior to Event:

- Submit required Certificate of Insurance with required documentation.
- Final food & merchandise vendor lists must be submitted to the Health and Fire Departments with a copy sent to Administration.

3 Business Days (or more) Prior to Event:

Diggers Hotline MUST be called to arrange utility locations if temporary installations are needed: **800-242-8511**. Permittee is responsible to ensure placement of structures does not impact buried utilities.

On the day of the event

- Bring the special event permit and receipts including approved site plans, etc. Also, make sure to have copies of any other permits that have been granted for the event. The approval letter includes contact information for Parks personnel, who will deliver equipment requested for the event.

Post Event:

- Make sure the area is entirely clear of all litter and debris within 24 hours of completion of event.
- Portable objects must be removed within 24 hours of completion of event unless other approvals have been granted.
- No parking signs must be removed upon completion of the event.
- Final payment due within 30 days of invoice. Late payment will result in interest charges and/or future events may be denied.

Event Guidelines

Advertising

Organizers should wait until the application for a Special Event Permit is approved before promoting, marketing, or advertising an event. Submission for an application for a Special Event permit does not a guarantee approval for either the date or location, nor is it an automatic approval for the event.

It is recommended to notify the public about the event at least one week prior to the event, due to possible concerns about traffic congestion, limited parking, noise and other disruptions. Examples of public notification include a press release submitted to local media, or a flyer dropped off at homes and businesses in the surrounding area.

Amplified Sound/ Public Entertainment

- Any live, amplified or recorded music/sound, within a park or City property, requires the approval from the Board of Park Commission or other authorizing bodies.
- Any loud and unnecessary noise is prohibited. Please review the Noise Ordinance, available on the City of Kenosha website ([General Ordinances, Chapter 23](#)). Exceptions must be approved by the appropriate authority.

Beer/Wine

- Obtaining the Beer / Wine Sales permit is required if plans include sales of any fermented malt beverages and/or wine at the event. Following event approval, the organizer must secure a Temporary Class “B” License from the City of Kenosha Clerk's Office, 625 52nd St, Room 105. This process will take approximately 30 days to be approved. **Event applications submitted 30 to 44 days prior to the event may not have time to obtain a wine license.** For more information, please contact the City Clerk's Office at 262-653-4020.
- At least one person shall hold an operator's license and be present at all times when fermented malt beverages are sold and consumed.
- No person under the age of eighteen (18) shall participate in serving or delivering beer/wine to patrons.
- All beverages must be dispensed in paper, plastic, or aluminum containers.

Glass containers are prohibited.

- Event staff or security will check identification and issue wristbands to anyone age 21 and older who wishes to purchase beer or wine.
- One or more security staff shall be on duty at all times during the operation of the area to prevent entry of minors or intoxicated people into the area and to prevent beer/wine from being carried out of the area. The Police Department is authorized to require additional security.
- The event organizer shall prevent patrons from obstructing sidewalks and roadways adjacent to its area.
- The event organizer shall provide a reasonable number of signs indicating that drinking beer/wine beverages is prohibited on City streets and public road right-of-ways, and that City Ordinances prohibit the carrying of open containers outside of designated areas.

** See **Attachment B** in the Appendix for the application and further requirements*

Demonstration/ Protest/ Rally

Under the following conditions, demonstrations, protests and rallies are allowed on public property without obtaining a Special Event Permit:

- Protest remains peaceful
- Sound is not audible from more than 50 feet from the source or on private property at the property line
- Pedestrian/vehicular traffic is not interrupted
- Streets and sidewalks are not blocked
- Building entrances remain open

If any of the above guidelines are violated, the Kenosha Police Department may ask individuals to leave the premises or may take enforcement actions to quell the violation. For any exception to the above, a Special Event Permit is required.

Equipment Rental

The City of Kenosha has equipment available for rental for special events. Requests for equipment are subject to availability. Delivery is included; however, additional preparations or requested staff outside of regular working hours will be billed at the employee's pay rate per

hour, for hours worked. If staff time is needed for cleanup, damage or repairs, a minimum of \$200 will be billed.

Per city ordinance, cost for equipment rental (exclusive of facility rentals, the Showmobile portable stage, generator and snow fencing) is capped at actual costs up to \$150 for a special event lasting up to four days. Costs are capped at \$250 for special events lasting five to nine days; and capped at \$500 for ten days or more.

** See **Attachment C** in the Appendix for Equipment Rental fees*

Fire Department Requirements

Outdoor events are reviewed by the Kenosha Fire Department. Items of concern include general fire and life safety, crowd capacity, access for emergency vehicles, configuration and identification of all vendors cooking with flammable and combustible liquids and/or gases or potentially hazardous cooking appliances. A copy of the Special Event Application will be forwarded to the Fire Prevention Bureau for review. The event organizer must contact the Fire Prevention Bureau no later than fourteen (14) business days prior to the event for inspections at 262-653-4410 or 262-653-4109.

See **Attachments D and E in the Appendix for more details on Fire Department requirements*

Note: A Permit is required for Open Burning / Fireworks / Pyrotechnics.

Food and Merchandise Vendor Booths/ Mobile Food Vehicles

For information on necessary permits and requirements, including the safe handling of food and beverages at the event whether it is sold or provided, the event organizer must contact both the Kenosha County Health Dept. at 262-605-6700 (or email Mark Melotik at mark.melotik@kenoshacounty.org) and Fire Prevention Bureau at 262-653-4410.

See **Attachment F in the Appendix for Mobile Food Vehicle rules*

See **Attachment G in the Appendix for Vendor List template*

Insurance Requirements

Events held on City property require proof of liability insurance. The specific amounts of insurance are detailed under section “I” on the special event application. The policy must be endorsed to name “The City of Kenosha, its elected officials, representatives, employees and agents” as additional insured. The actual endorsements are required: additional insured; a

waiver of subrogation endorsement, and a notice of cancellation endorsement. Liquor liability coverage is required when alcohol is approved for the Special Event. Umbrella liability must be produced when required as a permit condition.

**See Attachment H in the Appendix for Insurance document examples*

Restroom Facilities

- In addition to restroom facilities if available in the immediate event area, portable units and portable hand-washing facilities may be required for health and sanitation reasons at the expense of the event organizer.
- Portable units shall be located within the authorized area of the event.
- If a permit has been granted for the sale of fermented malt beverages/wine, a selected number of portable units must be placed within 400 feet of the beer/wine sales area.
- Portable units and restroom buildings used for an event shall be kept in a clean and usable condition by the organizer. This will include periodic inspection by a representative of the organization to ensure proper function of the units and adequate supply of toilet paper.
- ADA Compliant Regulations: Under section 4.1.2 (6) of the Americans with Disabilities Act Accessibility Guidelines (ADAAG), at least five (5) percent of single-user portable toilets clustered at a single location must be ADA accessible.

Recommended number of restroom units below:

Number of hours for event per day

Attendance	1	2	3	4	5	6	7	8	9	10+
50	1	1	1	1	2	2	2	2	2	2
100	2	2	2	2	3	3	3	3	3	4
250	2	2	3	3	3	4	4	6	6	8
500	3	4	5	5	5	6	6	7	7	8
1000	5	7	8	8	9	9	10	10	12	12
2000	8	13	15	17	18	19	19	19	20	20
3000	12	19	23	25	28	28	28	30	30	30
4000	16	24	30	34	36	38	38	38	38	38
5000	19	32	38	42	44	46	46	48	48	48
6000	23	38	46	50	54	57	57	60	60	60
7000	26	42	52	56	60	66	66	66	66	66
8000	32	48	60	66	72	72	75	78	78	78
10000	38	60	75	84	88	92	96	96	96	100

Security and Operational Plan: Safety, Traffic and Parking

Organizers must develop a Security and Operational Plan, and a Safety and Evacuation Plan (per Kenosha Fire Department requirements) to be submitted to City Administration at least 14 days prior to their event, and prior to receiving their event permit. Event organizers are responsible for providing safety and security for all attendees. Measures must be taken to maintain order and enforce all state, federal and local laws, rules, and regulations pertinent to the event. Volunteers or private security must address safety concerns, including traffic, parking and crowd control.

See **Attachment I in the Appendix for a template for Safety and Operational Plan*

A. Security

Prior to the event:

- Confer with the City of Kenosha Police Department to establish, review and approve a security and safety plan. The City of Kenosha Police Department may recommend denial if the plan is inadequate.
- Event organizers may obtain assistance in developing a safety and security plan from the Kenosha Police Department's Crime Prevention officers. To make an appointment to meet an officer, phone: 262-657-3937.
- Confirm with police whether or not any private security personnel will be armed.
- The City of Kenosha Police Inspector grants approval of the safety plan and can be reached at 262-605-5216.
- One member of the security personnel or the event organizer's contact person must be designated "Head of Security" who has overall responsibility for the security plan and may be contacted at any time by Police, Fire, or Health Department personnel. Contact name and emergency phone numbers must be supplied.
- Train personnel to carry out the plan in the event of an emergency.
- Establish a central communication point for coordinating all safety and security activities during the event.
- At large event, consider having EMS personnel on site.

During the event:

- Supply personnel with highly visible clothing identified as security or event staff.
- Assign security personnel to patrol the area during the event.

- Provide sufficient staffing at entrances and exits to facilitate the orderly entry and exiting of the crowd.
- Ensure emergency exits allow for the free flow of the crowd from the facility.
- Monitor weather conditions and have a contingency plan for evacuation.

B. Traffic Plan/ Street Closure

The event organizer shall provide a traffic plan, including a site map showing locations of proposed street closure and placement of any equipment in the street for review by City staff. The plan must be coordinated with and approved by the City of Kenosha Police Department. In reviewing the proposed street closure, City staff will consider the potential impact to public transportation routes and emergency vehicle access. A street closure or rerouting traffic can affect a larger area than only the immediate venue. Event organizer may be required to engage police assistance to safely close the streets and will be billed for that cost.

Any permits required by the Wisconsin Dept. of Transportation must be obtained by the event organizer. Contact the Department of Public Works Traffic Engineer at: 262-653-4050 for any road closures impacting “connecting highways” including, but not limited to: State Hwy. 50, State Hwy. 158, State Hwy. 31 and State Hwy. 32.

Equipment: The Department of Public Works Engineering Division will provide a final map identifying specific placement of all street closure equipment and amount of equipment, including barricades, needed to safely close the roads for purposes outlined by the organizer. The event organizer must rent the required street closure equipment, either from the City or a third party vendor.

No Parking Signs: The City will provide a sample of no parking signage that is to be posted at least 24 hours before the event and no earlier than 48 hours earlier than the event. It is the responsibility of the organizer to have the signs printed in the correct form and “cherry” colored paper as directed by the City. A sample of the “NO PARKING” sign will be supplied as a template along with a color sample. Event organizer must supply wood lathes for the no parking signs. Signs may be taped to light posts, but not stapled to posts or trees. Organizer shall remove the no parking signs by the completion of the stated tear down time and date.

Public Notification: The City will provide a list of residents and businesses impacted by the

street closure, which the event organizer is required to notify. Examples of public notification include a press release submitted to local media, or a flyer dropped off at homes and businesses in the surrounding area. Permit approval is conditional upon review and compliance of Chapter 5.04 Subsection Y Section 2C for street closures.

C. Parking

- A parking plan with all traffic control measures must be coordinated with and approved by the City.
- Show any stall that permittee requests a temporary handicap parking space. The City will supply the template for signage.
- Parking or driving of any vehicle on turf or paved areas outside of designated parking areas is not allowed without prior written approval by the Public Works Committee or the Board of Park Commission.
- Event organizers are responsible for any damage caused to the venue and will be billed for repair costs, including staff time and equipment.
- The event organizer may be required to provide an adequate number of individuals to direct the parking of vehicles in designated areas noted on the site plan.
- If a large volume of cars is expected at the event, request the assistance of law enforcement in providing traffic control on local roads.

**See Attachment J in the Appendix for a parking plan example*

Temporary Signage and Banners

Banners and signs promoting an event may be included on the site plan as part of the event application. No signs or banners are permitted to be placed within the parkway or road right-of-way (General Ordinances, Chapter 5.045). A copy of the sign or banner must be supplied with the application.

Directional markings: Event organizers must receive prior permission from the Department of Public Works (a minimum of 14 days prior to the event) for any request for directional markings within the City's jurisdiction. Organizers may use temporary signs on lathe or similar posts; or dry stick sidewalk-type chinks only.

All spray paints and spray chinks of any kind regardless of the claims by the manufacturer will be strictly prohibited. The use of such products will result in the organization being billed for all costs incurred to remove marks and/or restore the clean

appearance of city paved surfaces and face the possible loss of permit privileges in the future. There are no exceptions.

Temporary Structures: Tents, Stages, etc.

- No person or group shall erect any temporary structure unless approved and noted on the Special Event Permit. This includes, but is not limited to: portable restrooms, tents, play structures or equipment, stages, platforms, fencing, music equipment, etc.
- Temporary structures are defined as tents (larger than a 10x10 pop-up), staging, trailer, inflatables and other structures which could penetrate the ground by stakes, tools or equipment.
- Wisconsin State Statute 182.0175 requires anyone who is responsible for the planning and performance of any type of ground penetration and excavation to provide advanced notice to Digger's Hotline by calling 1-800-242-8511 no later than three (3) business days prior to the event. **There are no exceptions.** Event organizer is responsible for ensuring placement of temporary structures to not damage underground utilities. If damage occurs the organizer is responsible for all repair costs.

Waste and Recycling Containment

- All event organizers are required to provide plastic trash can liners (white or black) to be used inside of trash carts. Organizers should request adequate trash and recycle carts to contain the trash for the entire event based on expected attendance. For larger events lasting multiple days, organizers may need to rent larger refuse containers (dumpsters), to be located close to hard surface roads. Organizers are responsible for obtaining the dumpsters, disposing of trash and removing the dumpster after the event concludes.
- The City of Kenosha's recycling ordinance coincides with Wisconsin State Statutes ([Chapter 5.119](#)). Event organizers are responsible for providing designated containers for recyclable materials used at the event site. Recyclables cannot be mixed with waste and shall be placed loosely in carts. If a cart is contaminated with non-recyclables, the event organizer will pay an increased rate of disposal.
- Cleaning and clearing of the park area during and after a Special Event is the responsibility of the organizer. The area will be entirely cleaned of litter within 24 hours after the Special Event. Any group who leaves the area in a condition which requires special clean-up by city crews shall be assessed and billed for the cost of the clean-up.

City of Kenosha Contact Information

Administration Office 262-653-4000
625 52nd Street, Room 300, Kenosha, WI 53140

Department of Public Works 262-653-4050
625 52nd Street, Room 305, Kenosha, WI 53140

City Clerk-Treasurer 262-653-4020
625 52nd Street, Room 105, Kenosha, WI 53140

Police Department 262-605-5212
1000 55th Street, Kenosha, WI 53140

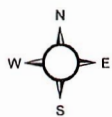
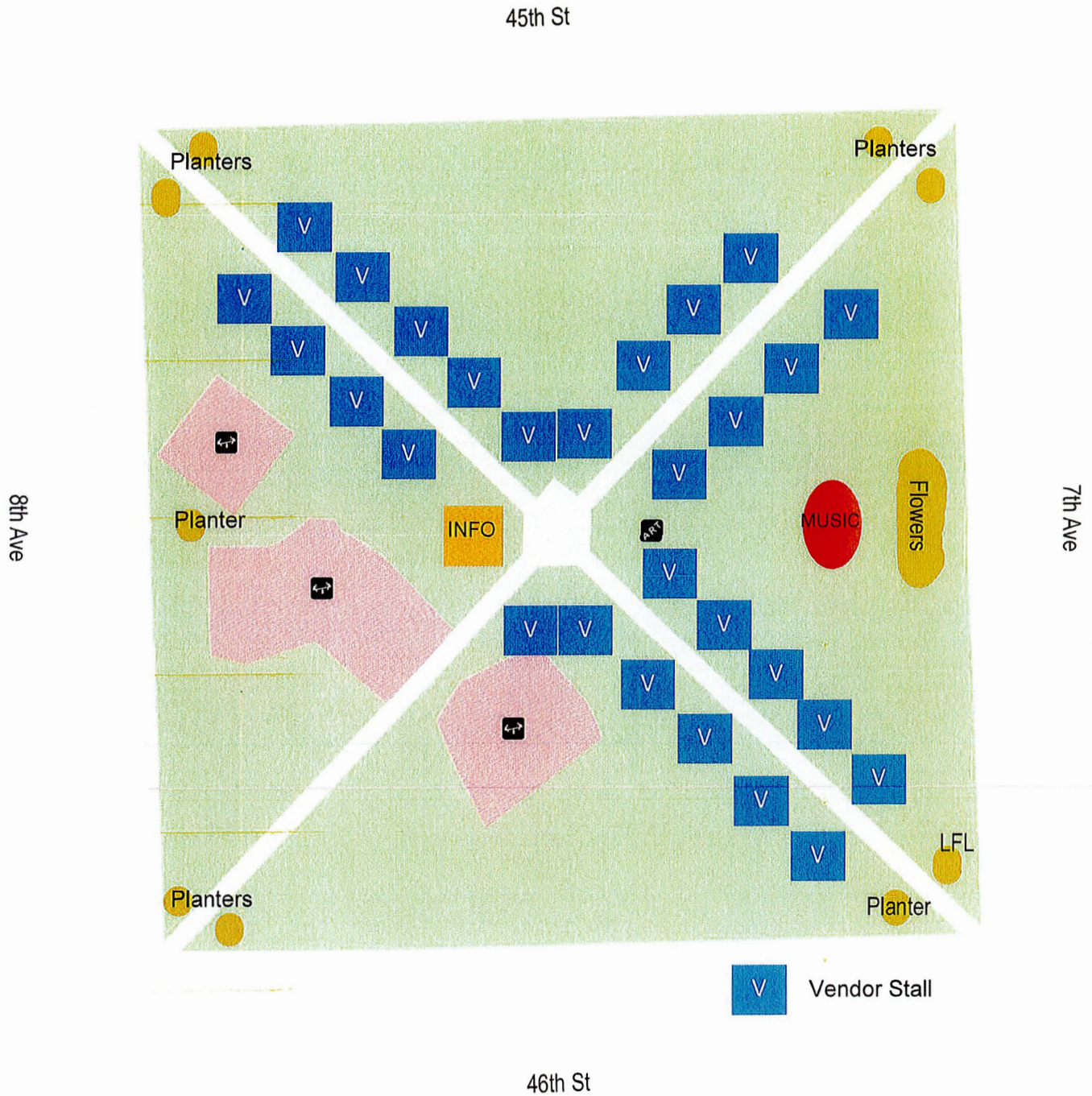
Fire Prevention Bureau 262-653-4100 or 262-653-4109
4810 60th Street, Kenosha, WI 53144

Kenosha County Health Department 262-605-6700
8600 Sheridan Road, Suite 600, Kenosha, WI 53143

Attachments:

- **A:** Site Plan Map Examples
- **B:** Temporary Class “B” Retailer’s License
- **C:** 2021 Equipment rental fees
- **D:** Kenosha Fire Dept. Outdoor Event Rules
- **E:** Kenosha Fire Dept. Electrical/ Extension Cord Requirements
- **F:** Kenosha Fire Dept. Mobile Food Vehicle Requirements
- **G:** Vendor List Template
- **H:** Certificate of Insurance/Endorsement Examples
- **I:** Operational & Safety Plan Example
- **J:** Parking Plan Example

ATTACHMENT A1: Site Plan Example

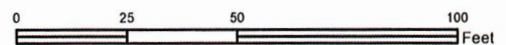


Union Park

Park : 1 acre
Dedicated : 1839
4500 7th Avenue
Kenosha, WI 53140



For all park rental inquiries
please call 262.653.4050
or visit kenosha.org.



ATTACHMENT A2: Site Plan Example



= Garbage cans

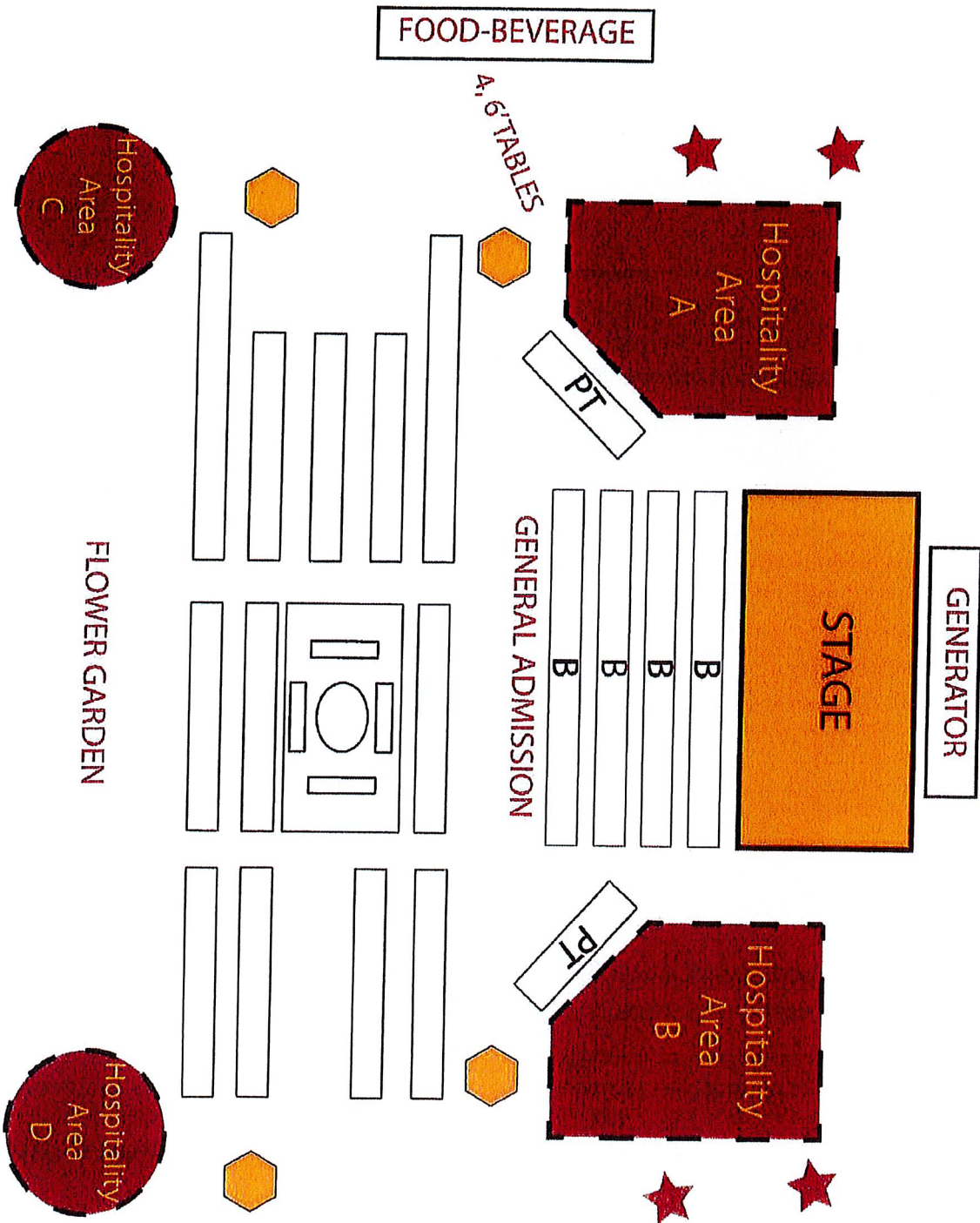
B = Benches

PT = Picnic tables

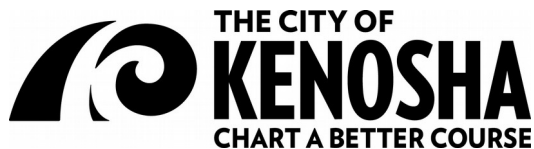
= Light stands

--- = Fencing*

*Note: hospitality areas will be fenced and available for reservation



ATTACHMENT B: Temporary Class B Application



TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE CLK 209/219/221 (rev. 06/18)

Fee: \$10.00 for up to five (5) consecutive days

- ☐ **BEER ONLY (CLK209)** | Filing deadline for events which are four (4) days or more is at least fifteen (15) days prior to granting of license.
- ☐ **WINE ONLY (CLK219)** | Filing deadline is at least fifteen (15) days prior to granting of license.
- ☐ **BEER & WINE (CLK221)** | Filing deadline is at least fifteen (15) days prior to granting of license.

1. EVENT INFORMATION:

Name of Event: _____

Event Date(s): _____ Daily Start & End Time: _____

Person in Charge of Event: _____ Phone: _____

Email: _____ Address: _____

STREET

CITY, STATE, ZIP

2. ORGANIZATION IN CHARGE:

Check One

☐	Church	☐	Bona Fide Club	☐	Lodge/Society
☐	Veteran's Organization	☐	Chamber of Commerce	☐	Other (specify)

(a) Organization Name: _____

(b) Organization Address: _____

STREET

CITY, STATE, ZIP

(c) Date Organized: _____ If Corporation, Date of Incorporation: _____

(d) If Organization is not required to hold a WI Seller's Permit Pursuant to §77.54(7m), Wis. Stats., Check Here ☐

(e) Names and Addresses of all Organization Officers:

President: _____

NAME

STREET

CITY, STATE, ZIP

Vice President: _____

NAME

STREET

CITY, STATE, ZIP

Secretary: _____

NAME

STREET

CITY, STATE, ZIP

Treasurer: _____

NAME

STREET

CITY, STATE, ZIP

OFFICE USE ONLY

DATE FILED: _____

INITIALS: _____

LICENSE #: _____

MUNI FINES DUE: Yes No

PP TAX DUE: Yes No

PARK COMM.: Yes No N/A

PW COMM.: Yes No N/A

CC DATE: _____

Additional Information

May be Granted and Issued only to:

- (1) Bona fide clubs.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
- (4) Posts of veterans organizations.
- (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:
Class "B" (Beer):
 - a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
 - b. At least 15 days prior to the granting of the license for events lasting 4 or more days."Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.
- (4) Seller's Permit: Sec. 77.54 (7m), Wis. Stats., provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required.

Fee: Determined by the municipality, but may not exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

Duration: The day, or consecutive days, that the specified event is in progress. A municipality may issue up to 20 licenses to the same licensee for a single event, if each license is issued for the same date and time.

Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society, chamber of commerce or similar civic or trade organization or veterans' post in any 12 month period. A municipality may issue up to 20 wine licenses to the same licensee if: 1) each license is issued for the same date and times, 2) the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, 3) an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol beverages at the event, and 4) within the immediately preceding 12-month period, the municipality has issued these multiple licenses for fewer than 2 events. In addition, each event for which multiple licenses are issued shall count as one license toward the 2-license limit.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

NOTE: Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.

3. EVENT LOCATION:

Check One

☐	City Park and/or Park Building	☐	City Property and/or City Building	☐	Organization's Property and/or Organization's Building
☐	Church & School	☐	Church	☐	Other (specify)

(a) Location Name & Address: _____

(b) Is the event on School Grounds? ☐ Yes ☐ No

(c) If yes, a letter of approval from School Principal must be attached. ☐ Letter Attached ☐ N/A

4. Is the Event is to be Held Inside All or Part of a Building: ☐ Yes ☐ No (If no, skip to #5)

(a) Where Will Beer/Wine be Sold/Served in the Building: _____

(b) Where Will Adults (21+) Consume Beer/Wine in the Building: _____

(c) Where Will Beer/Wine be Stored in the Building: _____

(d) Will Minors Have Access to Area(s) Where Beer/Wine Will be Sold, Served, Consumed, or Stored?

☐ Yes ☐ No If Yes, Describe Security Measures: _____

5. Is the Event is to be Held Outdoors or Partially Outdoors: ☐ Yes ☐ No (If no, skip to #6)

(a) Where Will Beer/Wine be Sold/Served Outdoors: _____

(b) Where Will Adults (21+) Consume Beer/Wine Outdoors: _____

(c) Where Will Beer/Wine be Stored Outdoors: _____

(d) Will Minors Have Access to Area(s) Where Beer/Wine Will be Sold, Served, Consumed, or Stored?

☐ Yes ☐ No If Yes, Describe Security Measures: _____

If the Event is to be Held Outdoors, a Detailed Site Plan Must be Attached to this Application.

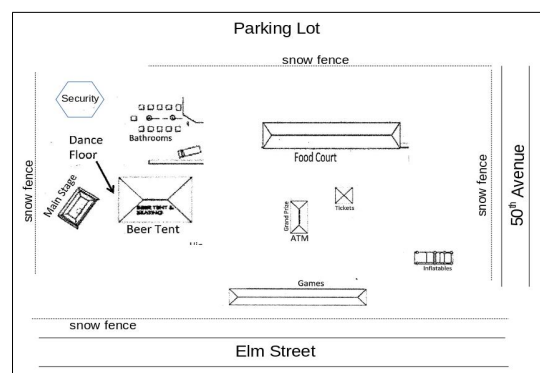
☐ Site Plan Attached

(a) Fences, Barricades & Stages detailed on Site Plan? ☐ Yes

(b) Beer Gardens & Tents detailed on Site Plan? ☐ Yes

(c) Location of beer/wine storage & consumption on Site Plan? ☐ Yes

(d) Entrances, Exits, & Security detailed on Site Plan? ☐ Yes



6. Please indicate how you would like to receive your license: ☐ Mail ☐ Pick Up

Mailing Name & Address: _____
NAME ADDRESS CITY, STATE, ZIP

Contact Person for Pickup: _____ Phone: _____ Email: _____

DECLARATION

The Officer(s) of the Organization, Individually and Together, Declare Under Penalties of Law that the Information Provided in this Application is True and Correct to the Best of their Knowledge and Belief.

Officer: _____ Date: _____ Officer: _____ Date: _____

Officer: _____ Date: _____ Officer: _____ Date: _____

Equipment Rental Fees & Charges
Park Department (rev. 01/2023)

Payment – CASH OR CHECK, CREDIT & DEBIT CARDS (an additional convenience fee will be charged for credit & debit card use)
All fees are due at time of rental, including rental fee, deposit if applicable, and beer/wine permit if applicable.

Equipment Type	Deposit	Rental Price
Benches	\$50*	\$5 each
Bleachers	\$50*	\$100 per bleacher
Picnic Tables	\$50*	\$20 each
Reviewing Stands (10'x10', includes stairs)	\$50*	\$100 per section
Showmobiles – includes delivery, setup and take down – during normal work hours only. (1 Generator Available)		
Showmobile with Generator	\$500*	\$600 per day
Showmobile without Generator	\$500*	\$500 per day
Waste Receptacles – bags and ties are to be provided by the organizer.		
Garbage Carts **	\$25	\$8 (includes disposal)
Recycling Carts	\$25	\$8 (includes disposal)
Traffic Control		
Barricades	-	\$5 each
Traffic Cones	-	\$2 each
Traffic Signs (Road Closure/Detour)	-	\$4 each after the first five signs
Fencing – includes installation		
Snow Fencing	-	\$50 per 50 feet
Portable Fencing (Beer Gardens)	\$50	\$10 per section
Gator/ATV	\$500	\$100 / day (upon request & available)

Please note for equipment rentals:

Requests for equipment are subject to availability.

Equipment may also be rented along with a private "Park Use Agreement" rental.

*Deposits are only applied when it is a private rental.

Delivery is included in all pricing.

** If bags are not used for trash, additional charges for sanitizing carts may be applied.

Additional preparation and/or requested staff outside of normal working hours will be billed at the employee's pay rate per hour, for hours worked.

If staff is needed for clean up/ damage / repairs, a minimum of \$200 will be billed. Any costs above the billed amount will be charged at the employees pay rate.

ATTACHMENT D: Outdoor Event Rules

Kenosha Fire Department
4810-60th Street
Kenosha, WI 53144
Phone (262) 653-4100
Fax (262) 653-4107



CHRISTOPHER BIGLEY
Fire Chief

Outdoor Event Rules

The Kenosha Fire Department Fire Prevention Bureau, the AHJ of the city (Authority Having Jurisdiction), will be conducting fire inspections the day of your event. All vendor's booths, tents, propane tanks, portable generators, charcoal grills, electrical equipment, appliances, fire extinguishers or any other festival structures or equipment shall be subject to inspection by the Fire Prevention Bureau office prior to the start of or anytime during the event.

The AHJ plays an important role in reviewing the layout of the event; where concessions and vendors will be located, making sure proper egress is maintained, and keeping the necessary access for fire department vehicles available in case of an emergency. Evacuation plans can also be required with large groups of people. Therefore the completion of a life safety evaluation and evacuation plan shall be on file with the Fire Prevention Bureau per NFPA 1 (10.14.3).

To ensure these inspections go smoothly, with no interruptions to your event, here are a few things we will be looking for:

- No open flame for any reason will be allowed under any tents or awnings. Tents need to be flame resistant.
- Cooking appliances shall be isolated from the public by at least five (5) feet or a suitable barrier placed between the cooking device and the public. Any open flame shall be ten (10) feet away from any tents or awnings per ordinance.
- All vendors must have a 3A40BC fire extinguisher in their area, with current inspection tag (see attached). Extinguishers shall be located in an area that is conspicuous and easily accessible for use. All employees working in the booth or tent shall be trained in the proper use of the fire extinguishers. Fire extinguishers shall bear a current inspection tag validated within the past twelve (12) months OR a receipt of purchase within the last twelve (12) months shall be available for inspection (NFPA 10-07 and NFPA 96-08).
 - a. Cooking booths or any booth using a liquid or gas fuel source shall have a minimum 3A40BC fire extinguisher in booth accessible in open ready for quick use.
 - b. Cooking booths using a solid fuel source shall have a minimum 6L Class K for solid fuel fire extinguisher within 30 feet and in booth.
 - c. Cooking booths that have a deep fat fryer shall have a "K" rated fire extinguisher within 30 feet in booth.



Page 2 -- Outdoor Event Rules

- d. In all cooking booths it is recommended that there be 3A40BC and a “K” located within the booth and no more than 30 feet reach.
 - e. Any place with a posted occupancy over 50 persons shall have a 3A40BC **within 75 feet** from all areas.
- If extension cords are used (see attached).
 - Limit the amount of combustibles under the tents.
 - Propane tanks, hoses and fittings shall be free from leaks and are subject to inspection by the Fire Prevention Bureau.
 - Charcoal appliances shall be placed a safe distance away, in an open area ten (10) feet outside of tent or structure.
 - Only approved charcoal lighter fluid shall be used to start the fire, and once the fire is ignited lighter fluid shall be removed from the booth and stored properly.

Once again, the inspections will be held a couple of hours prior to the event. You must call the number below to set up your inspection appointment a few days before your event.

Please feel free to contact the Fire Prevention Bureau at 262-653-4100 if you have any questions or concerns regarding your area or tent.

Thank you for your time and attention to the situation at hand.

Have a great event!

Guy Santelli
Division Chief
Kenosha Fire Prevention Bureau



ATTACHMENT E:
Electrical/
Extension Cords



Electrical/Extension Cords

1. Extension cords shall be plugged directly into an approved receptacle except for approved multi-plug extension cords and shall serve only one (1) portable appliance. No "pigtails", splicing or "daisy chaining."
2. The ampacity of the extension cords shall not be less than the rated capacity of the portable appliance supplied by the cord. (Never can a small cord supply a larger)
3. Extension cords shall be maintained in good condition without splices, deterioration or damage.
4. Extension cords shall be grounded when serving grounded portable appliances.
5. Open junction boxes and open-wiring splices shall be prohibited. Approved covers shall be provided for all switch and electrical outlet boxes.
6. Power cords shall be protected from physical damage and from becoming a tripping hazard. Where this may occur, power cords shall be installed overhead and/or run through a PVC conduit or commercial wire chase. Use of carpets, tape or equivalent is prohibited. Electrical receptacles shall be ground fault protected when at outside events.
7. All connections shall be of weather-tight protection from rain and water.
8. All electrical cords shall be U.L. listed electrical cords rated for outdoors use. NO HOUSEHOLD OR NON-WEATHER-TIGHT POWER CORDS OR ELECTRICAL OUTLETS WILL BE PERMITTED. All electrical wiring and devices shall be in compliance with the National Electrical Code.

Power Cord Chart

Maximum Load	Maximum Length	Minimum Gauge
20 amps	100 ft	12 AWG
30 amps	50 ft	10 AWG
>30 amps	See site Promoter, site electrician and/or Fire Marshal	

ATTACHMENT F: Mobile Food Vehicles

Kenosha Fire Department
4810-60th Street
Kenosha, WI 53144
Phone (262) 653-4100
Fax (262) 653-4107



CHRISTOPHER BIGLEY
Fire Chief

Mobile Food Vehicles

Requirements for Food Trucks and Trailers:

1. All trucks and enclosed trailers that produce grease laden vapors must have a Type 1 hood.
2. Portable fire extinguishers shall be located in conspicuous locations where they will be readily accessible and immediately available for use. All employees working in the vehicle shall be trained in the proper use of the fire extinguishers. Fire extinguishers shall bear a current inspection tag validated within the past twelve (12) months OR a receipt of purchase within the last twelve (12) months shall be available for inspection.
 - a. Vehicles using a liquid or gas fuel source shall have a minimum 3A40BC fire extinguisher. Vehicles using a solid fuel source shall have a minimum of a 6L Class "K" fire extinguisher for solid fuel.
 - b. January 1, 2017, vehicles that have a deep fat fryer shall have a 6L Class "K" rated fire extinguisher.
 - c. In all vehicles it is recommended that there be 3A40BC and a 6L Class "K" type located within or attached to the vehicle and near means of egress.
3. Only rubber hose stamped "Approved for LP Gas" used from tank to the attached black pipe that is secured to vehicle shall be used to transport gas through vehicle to appliances. Copper piping shall NOT be used. NFPA 58 – 5.9.6.4(a)
4. The main system shutoff valves located on or closest to the fuel tanks and sufficient to stop the supply of fuel from all fuel tanks must be clearly marked with the words "PROPANE SHUTOFF VALVE or NATURAL GAS SHUTOFF VALVE" permanently affixed to the outside of the vehicle in reflective decal material with letters 2" high at minimum.
5. A "No Smoking" sign next to or directly above the propane container and visible to the public. Such sign shall be posted with a minimum of 2" lettering.
6. Shall be equipped with a working carbon monoxide detector that meets standards set forth in NFPA 1192-6.4.6. and equipped with an LPG (propane) leak indicator according to NFPA 1192-6.4.8.
7. Rear mounted DOT approved LP tanks must be mounted at a minimum height of 46" above the ground with DOT approved rear bumper.



Page 2-- Mobile Food Vehicles

8. As of January 1, 2018, all vehicles producing grease laden vapors shall have a fire suppression system installed with the Type 1 hood. NFPA 96 4.1.9
9. As of January 1, 2018, all hood fire suppression systems shall be inspected by a servicing company every six (6) months and properly tagged to indicate such. NFPA 96

All other operations shall be conducted in a safe manner which is consistent with nationally recognized good practices.

All vendors should be aware that the Fire Inspector will inspect the site prior to the opening of the festival/event and that all of the items contained herein are the responsibility of the vendor and must be in place or the vendor will not be allowed to open for business. If during the course of the event an onsite inspection determines that there is a violation of any of these conditions, the vendor's business shall be closed until such time as the proper corrective measures have been taken and inspected by the Fire Inspector or designee.



ATTACHMENT G: Vendor List

[illegible]

DATE (MM/DD/YYYY)
7/22/2021

PRODUCER [REDACTED] [REDACTED] [REDACTED]	CONTACT NAME: [REDACTED] PHONE (A/C, No, Ext): [REDACTED] FAX (A/C, No): [REDACTED] E-MAIL ADDRESS: [REDACTED]														
INSURED [REDACTED]	<table border="1"> <thead> <tr> <th data-bbox="803 478 1359 487">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1359 478 1482 487">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="803 487 1359 495">INSURER A : [REDACTED]</td> <td data-bbox="1359 487 1482 495"></td> </tr> <tr> <td data-bbox="803 495 1359 504">INSURER B :</td> <td data-bbox="1359 495 1482 504"></td> </tr> <tr> <td data-bbox="803 504 1359 512">INSURER C :</td> <td data-bbox="1359 504 1482 512"></td> </tr> <tr> <td data-bbox="803 512 1359 522">INSURER D :</td> <td data-bbox="1359 512 1482 522"></td> </tr> <tr> <td data-bbox="803 522 1359 531">INSURER E :</td> <td data-bbox="1359 522 1482 531"></td> </tr> <tr> <td data-bbox="803 531 1359 539">INSURER F :</td> <td data-bbox="1359 531 1482 539"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : [REDACTED]		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : [REDACTED]															
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

EXCLUSIONS AND CONDITIONS OF COVERAGE - LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.								
INSR LTR	TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	☐	CLAIMS-MADE ☒ OCCUR	X	X	[REDACTED]	8/6/2021	8/9/2022	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	☐							MED EXP (Any one person) \$ 1,000
	☐							PERSONAL & ADV INJURY \$ 1,000,000
	☐							GENERAL AGGREGATE \$ 2,000,000
	☐							PRODUCTS - COMP/OP AGG \$
	☐							\$
	☐							COMBINED SINGLE LIMIT (Ea accident) \$
	☐							BODILY INJURY (Per person) \$
	☐							BODILY INJURY (Per accident) \$
	☐							PROPERTY DAMAGE (Per accident) \$
	☐							\$
	☐	UMBRELLA LIAB						EACH OCCURRENCE \$
	☐	EXCESS LIAB						AGGREGATE \$
	☐	DED ☐						\$
	☐	RETENTION \$						\$
	☐	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE ☐ OTH-ER ☐
	☐	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	☐	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
	☐							E.L. DISEASE - POLICY LIMIT \$

City of Kenosha & Kenosha Board of Public Works 625 52nd Street Kenosha, WI 53140	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE [Redacted Signature]

POLICY NUMBER: [REDACTED]

COMMERCIAL GENERAL LIABILITY

CG 20 20 01 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.
SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

The City of Kenosha, its elected officials, representatives, employees and agents
652 52nd St
Kenosha, WI 53140

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

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Page 1 of 1

POLICY NUMBER: [REDACTED]

COMMERCIAL GENERAL LIABILITY

[REDACTED]

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:

The City of Kenosha, its elected officials, representatives, employees and agents.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EARLIER NOTICE OF CANCELLATION AND/OR NONRENEWAL

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE PART
COMMERCIAL GENERAL LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART

Notice of Cancellation and/or Nonrenewal to other Person(s) or Organization(s)

SCHEDULE

Name of Person(s) or Organization(s):		
City of Kenosha, its elected officials, representatives, employees and agents		
625 52nd St		
Kenosha, WI, 53140-3480		
Notice of Cancellation Other Than Nonpayment	Number of Days Notice	30
Notice of Cancellation Nonpayment of Premium	Number of Days Notice	10
Notice of Nonrenewal	Number of Days Notice	30
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.		

As indicated in the Schedule above, we will mail or deliver written Notice of Cancellation for a statutorily permitted reason and/or Notice of Nonrenewal to the person(s) or organization(s) shown.

Unless a specified number of Days Notice is shown above, the Notice of Cancellation and/or Notice of Nonrenewal does not apply.

West Bend Mutual Insurance Company
West Bend, Wisconsin 53090

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WB 213 GL 04 10



ATTACHMENT I

Safety and Operational Plan for a Special Event

Form #ADM401 (rev. 10/2022)

*Subject to Change

Event Name: _____

Event Date(s): _____

Contact Person: _____ Contact Phone: _____

A. Operational Plan (use additional sheets if needed)

1. Summarize event activities and purpose of the event:

2. How will organizer and volunteers communicate during the event?

3. How will the event staff manage the crowd?

4. How will event staff manage parking?

B. Safety Plan

1. Name and Address of Park or Event Site: _____

2. Any specific directions for EMS to access site (if they are called):

3. Name of on-site Event Coordinator:

Phone Number:

4. Name of Closest Emergency Room (Froedtert Pleasant Prairie or Aurora Hospital, Kenosha):

Address of Hospital:

5. Is there a first aid station at the site? (if so, where is it located on the site?)

6. What is the plan for informing the attendees of any problems, including lost children or severe weather?

7. Have you met with a member of the Kenosha Police Dept. to review the safety plan? **Safety plans must be approved by the Inspector of Police.**

a. Name of the Kenosha Police officer: _____

b. Date of meeting: _____

c. Was the plan approved? ☐ YES ☐ NO

Emergency Evacuation Procedures

Assess Need

Call 911 for *Police/Fire/EMS*

Broadcast calm message over PA to evacuate

Direct all personnel to nearest exit having event staff assist with calm flow.

Transfer information to incoming emergency crews.

Support emergency crews with any assistance, directions or information regarding the site / situation.

Medical Emergency

- Determine seriousness of illness
- Contact EMS (call 911) if needed
- Have event staff member meet EMS crews at main entrance to help guide them to patient.
- Do not apply first aid treatment unless certified in First Aid / CPR.
- Notify event coordinator.

Fire Emergency

- If applicable and safe to do so
 - Confine spread
 - Control with use of extinguishes
 - Call 911 for full extinguishment and investigation
- Evacuate
 - Announce a need for calm evacuation of the area.
 - Have event staff direct and assist removal of plastic fencing and secondary access points
 - Make visual sweep of the area to determine effectiveness of the evacuation.
 - Turn off generator and other contributors to possible hazards.

Severe Weather/Tornado

Monitor for severe weather or tornado broadcasts over the Kenosha County Emergency Notification Alerting System.

A decision will be made to close/postpone the event.

If the decision to close/postpone is made, an announcement over the PA will be made in a calm manner. Patrons will be told to leave the grounds and seek shelter because of the impending severe weather.

Active shooter

An active shooter situation is very hard to predict and even harder to prevent. Continually be on high alert for any signs of aggressive or odd behavior. Situational awareness is key in this endeavor.

RUN

Getting away from the area gives you the best chance of survival. Don't let yourself be an easy target. Run in a random pattern like a zig zag. Run fast, run far. Make the target small by crouching. If you find other people that are not running encourage them to run as well but don't let them stop you from saving yourself.

HIDE

If you are in a position that running is not an option, hide yourself. Position behind or under something that can shield you from view and possibly bullets. Lock doors (public bathroom) barricade yourself in.

FIGHT

As a last resort, you must fight to save your life. Use anything you can find as a weapon. Intend to incapacitate. If you are hiding in a group, everyone must help to stop the threat. Even if it just your body weight to help hold them down. Again, you are all in this together.

When the law enforcement arrives. DO NOT run towards them. Stay calm and follow their orders. Keep your hand empty and within sight. They will not be able to help the wounded until after the danger is mitigated.

ATTACHMENT J: Parking Example

Poerio Park 1401 16th Ave Kenosha WI



CODE OF GENERAL ORDINANCES, 2018 - KENOSHA, WISCONSIN

twelve (12) months of the date of its revocation. A suspension shall not be for less than ten (10) days, nor more than ninety (90) days from the date of suspension. Any part of the money paid for any license revoked or suspended shall be forfeited and not refunded.

3. The Common Council may, after the hearing described in Subsection I., revoke the Public Entertainment License upon sufficient proof that the Licensee has permitted or suffered the licensed premises to be conducted by himself, his employees, patrons or others in violation of health regulations or in a disorderly or improper manner, or in violation of the laws of the State, or rules and regulations of the Common Council, or for any reasons set forth in Subsection 12.05 H.2.

J. Severability. Should any section, paragraph, sentence, clause or phrase of this Section be declared unconstitutional or invalid, or be repealed, it shall not effect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid or repealed.

12.06 SPECIAL EVENT PERMIT

A. Purpose. This ordinance is enacted to regulate and control Special Events and activities incidental to Special Events within the City of Kenosha to the extent that the health, safety, and general welfare of the public and the good order of the City can be protected and maintained. It is recognized that Special Events may include multiple activities which are subject to multiple municipal city licensing requirements. A permit issued pursuant to this section shall authorize all activities which would otherwise require a separate license to be issued pursuant to one or more of Sections 5.04, 6.05, 12.02, 12.03, 12.04, 12.05, 13.03, 13.035 or 14.025 of the Code of General Ordinances.

B. Definitions.

1. Permit Term. A period of time up to five (5) consecutive days or an approved number of reoccurring nonconsecutive dates authorized in a calendar year.

2. Special Event. An event, program or activity occurring on a scheduled date requiring one or more licenses issued pursuant to Sections 5.04, 6.05, 12.02, 12.03, 12.04, 12.05, 13.03, 13.035, or 14.025 of the Code of General Ordinances, lasting no longer than five (5) consecutive days or consisting of reoccurring nonconsecutive days, to which the general public is solicited or otherwise encouraged to attend and requiring authorized use of any City-owned or City-controlled property including streets, parking lots, lands, select public facilities or City parks that may or may not require City services. Types of Special Events include, but are not limited to, concerts, parades, festivals, athletic events, marches, ceremonies, tournaments, exhibitions, expositions, fairs, markets, or shows.

3. Special Event Organizer. An approved applicant for a Special Event.

4. Reviewing Authority. The Reviewing Authority for Special Events located in City parks shall be the Board of Park Commissioners. The Reviewing Authority for Special Events located on all other City owned property shall be the Board of Public Works.

5. Vendor. A person, firm, party or business entity who as part of a Special Event, offers anything for sale, trade, use or reuse, including but not limited to, articles, food, produce, beverage, goods, service, art, craft or product; or interacts with potential customers in or around the Special Event, taking names for the purpose of making future sales, offering applications or materials for future sales, or in any other participating operation or attempting to publicly sell or offer for sale any such article or service.

C. Permit Required. A Special Event Permit shall be required under this Ordinance prior to and as a condition of any person, party, firm or corporation undertaking a Special Event. A Special Event Permit shall be issued in the name of the Special Event Organizer, who shall be responsible for the conduct and supervision of all activities authorized under the Special Event Permit, whether or not said Special Event Organizer is present at the Special Event location. However, this does not preclude enforcement of statutory or ordinance violations against individuals conducting the activities under such permit. A Special Event Permit issued pursuant to this section shall authorize all activities which would otherwise require a separate License or Permit to be issued pursuant to Sections 5.04, 6.05, 12.02, 12.03, 12.04, 12.05, 13.03, 13.035 or 14.025 of the Code of General Ordinances.

CODE OF GENERAL ORDINANCES, 2018 - KENOSHA, WISCONSIN

D. Exceptions.

1. A Special Event organized and approved pursuant to a contract between the Special Event Organizer and the City of Kenosha, which requires compliance with the Standards For Permit Issuance and the Permit Conditions of this ordinance, which operates subject to the terms and conditions of the approved contract.

2. Activities which would otherwise be described as a Special Event which have been organized and approved pursuant to a lease agreement between an Event Organizer and the City of Kenosha.

3. An event operated pursuant to City Licenses issued pursuant to the Code of General Ordinances which will permit all planned activities upon written permission of the Reviewing Authority responsible for use of the City Property.

E. Application. Application for a Special Event Permit shall be fully completed, properly executed, and filed not more than three hundred sixty-five (365) days and not less than thirty (30) days prior to the Special Event with the Department of Administration on a form designed for that purpose. The application shall:

1. Identify the Special Event Organizer's name, address and telephone number(s);

2. Set forth the exact dates and times of the Special Event;

3. Describe the specific location of the premises for which a Special Event Permit is sought, including a scaled site plan, detailing locations for vending, entertainment, stages, portable restrooms, tents, parking, garbage collection, etc.;

4. Include an operational plan describing the Special Event and detailing actions the Special Event Organizer will take to support the objectives of this Ordinance. The operational plan must address the Permit Standards (Section H) and Permit Conditions (Section I) of this Ordinance;

5. Describe all City Services required;

6. Any other relevant information requested on the application form which is reasonably necessary to a fair determination as to whether the Special Event Permit should be issued.

F. Permit Application Fee. If filed forty-five (45) days or more prior to the Special Event, the non-refundable permit fee shall be one hundred dollars (\$100.00) per event application. If filed less than forty-five (45) days, but at least thirty (30) days prior to the Special Event, the non-refundable permit fee shall be five hundred dollars (\$500.00) per event application. The following types of Special Events are exempt from paying the licensing fee if the application is filed forty-five (45) days or more prior to the date of the Special Event:

1. A Special Event presented by the City of Kenosha pursuant to designated City funding in the annual budget or an authorizing Resolution approved by the Common Council shall be deemed to be a Permitted Special Event.

2. Activities sponsored and organized by an accredited school, school system, college, bonafide youth organizations, bonafide veteran's organization, church or bonafide religious organization upon authorization of the Reviewing Authority responsible for use of the City Property.

G. Review and Appeal. Applications for Special Event Permits shall be referred by the Department of Administration to the Department of Public Works, Department of Community Development and Inspection, Police Department, Fire Department, and the Kenosha County Health Department and any other affected City Department for review and written comment. Within ten (10) days of receiving the application the Department of Public Works, the Department of Community Development and Inspections, Police Department, Fire Department and any other affected City Department shall send their comments to the Department of Administration to be forwarded to the Reviewing Authority for consideration. Upon the conclusion of the ten (10) day Departmental review period, the Reviewing Authority shall complete its review and grant, grant with conditions or deny the application within twenty-eight (28) days. An application not granted or denied by the Reviewing Authority within twenty-eight (28) days shall be deemed granted.

CODE OF GENERAL ORDINANCES, 2018 - KENOSHA, WISCONSIN

Whenever a permit application is denied, a statement of the reason(s) for denial shall be provided to the applicant in writing. The decision of the Reviewing Authority may be appealed to the Common Council by filing a written notice of appeal with the City Clerk within five (5) business days following, but not including, the date of the written denial. The appeal will be heard at a regularly scheduled meeting of the Common Council as soon as practicable. However, to be heard at a given Common Council meeting, the notice of appeal must be filed a minimum of two (2) business days prior to said meeting, not including the day of the scheduled meeting.

H. Standards For Permit Issuance. The Reviewing Authority shall consider the following standards for permit issuance and grant a permit only upon finding that:

1. The proposed Special Event is incidental to an appropriate recreational or cultural use of the location.
2. The operational plans submitted by the Special Event Organizer will promote the health, safety and general welfare of the public and the good order of the City.
3. The activity or use will be in compliance with applicable Federal, State, County and City laws, rules and regulations.
4. The activity or use will not create an unreasonable risk of loss of life, personal injury or property loss or damage or otherwise threaten the public health, safety or welfare.
5. The activity or use will not unreasonably interfere with the use of the location by the general public.
6. The activity or use will not entail an unusual, extraordinary or burdensome expense to the City which is not recovered in the permit fees or charges.
7. The area which is the subject of the application is not reserved for another use on the date(s) requested.

I. Permit Conditions. Because all Special Events are unique and independent in terms of type, purpose, location, size, duration and participation, presenting unique issues and circumstances and challenges with regard to the health, safety and general welfare of the public, the Reviewing Authority, as a condition of issuance, may adopt reasonable operational rules, regulations and requirements for the Special Event. Notwithstanding the foregoing, the following Permit Conditions are applicable to all Special Events:

1. Compliance with applicable Federal, State, County and City laws, rules and regulations including licensing conditions and operational requirements contained within Sections 5.04, 6.05, 12.02, 12.03, 12.04, 12.05, 13.03, 13.035 and 14.025 when a Special Event activity would otherwise require a License or Permit issued pursuant to one of those Sections by the Special Event Organizer and vendors.
2. Execution of an Indemnity and Hold Harmless Agreement.
3. Provide private security for traffic, parking and/or crowd control.
4. Clean up area immediately following use.
5. Supervise all persons using the location under authority of the Special Event Permit to ensure compliance with the Permit Conditions.
6. Reimbursement to the City of costs incurred in enforcing Permit Standards and Conditions.
7. Procure and maintain one (1) or more liability insurance policy(ies) written by one (1) or more insurance company(ies) licensed to do business in the State of Wisconsin as required by paragraph L of this Ordinance.
8. Procure any other license or permit required for the activity.
9. No later than fourteen (14) days prior to the event, submit a list of all vendors who will be vending during the Special Event. If a Special Event consists of reoccurring non-consecutive days, the vendor list

CODE OF GENERAL ORDINANCES, 2018 - KENOSHA, WISCONSIN

must be amended to reflect additions when applicable.

J. City Services. Special Events provide recreational programs which are an enhancement to the quality of life for the residents of the City to which the City may contribute City Services. If the Special Event will require the use of City equipment or services, exclusive of a showmobile or snow fencing, the Special Event Organizer shall pay the cost, as determined by the City Staff, for the use of such equipment or services as follows:

1. Actual costs up to \$500.00 for a Special Event lasting ten (10) days or more.
2. Actual costs up to \$250.00 for a Special Event lasting five (5) to nine (9) days.
3. Actual costs up to \$150.00 for a Special Event lasting up to four (4) days.

This may include, but is not limited to, equipment rental; equipment installation; personnel costs for set up and tear down; and waste removal. As a condition of approval of an application, the applicant shall pay, at the time the application is filed, the cost of any City Services identified. The cost for use of City Venues with regularly established fees, for a showmobile, for snow fencing, for Protective Services provided by the Kenosha Police Department and the Kenosha Fire Department, as well as costs paid to third parties, even if charged by the City, such as utility charges and insurance premiums, shall be the sole responsibility of the Special Event Organizer. All charges shall be paid in full within thirty (30) days of billing.

A Special Event presented by the City of Kenosha pursuant to designated City funding in the annual budget or an authorizing Resolution approved by the Common Council shall be exempt from paying the costs described herein.

K. Issuance. To assure that conditions and insurances are in place throughout the Special Event, proof of insurances required pursuant to paragraph L., shall be a condition of issuance.

L. Insurance.

1. The Special Event Organizer shall, at a minimum, procure and maintain during the term of the Special Event occurrence based insurance policies, hereinafter specified insuring the Special Event and all associated Special Event activities. The Reviewing Authority may require additional coverages and/or increased coverage when deemed necessary.

a. Commercial General Liability:

General Aggregate - Two Million Dollars (\$2,000,000.00)

Each Occurrence - One Million Dollars (\$1,000,000.00)

b. Automobile Liability: (When required as a permit condition)

Combined single limit coverage for bodily injury and property damage per accident in the amount of One Million Dollars (\$1,000,000.00).

c. Liquor Liability Coverage (When alcohol is approved for the Special Event)

General Aggregate - One Million Dollars (\$1,000,000.00)

Each Occurrence - One Million Dollars (\$1,000,000.00)

d. Umbrella Liability in the following amounts over the Commercial General Liability and Automobile Liability amounts listed herein: (When required as a permit condition)

Two Million Dollars (\$2,000,000.00) per person

Two Million Dollars (\$2,000,000.00) aggregate

The Commercial General Liability coverages required herein may be subject to a deductible or self-insured retention. If the Commercial General Liability insurance coverage policy has a deductible or self-insured retention, said deductible or self-insured retention cannot exceed \$5,000.00. The Umbrella Liability policy shall not contain exclusions or exceptions not present in the General Liability insurance policy.

2. Certificate of Insurance. The insurance coverages listed above shall be verified by a Certificate of Insurance issued to the City and shall provide that should any of the described policies be canceled before

CODE OF GENERAL ORDINANCES, 2018 - KENOSHA, WISCONSIN

the expiration date thereof, the issuing company will mail ten (10) days written notice to the certificate holder.

3. Additional Named Insured Endorsement. City and the Reviewing Authority must be named as additional insureds on the Commercial General Liability, Automobile Liability, Liquor Liability and the Umbrella Liability. The Special Event Organizer shall provide the City with a copy of the Endorsement(s) naming the City and the Reviewing Authority as additional insureds.

4. Cancellation Endorsement. All insurance policies maintained pursuant to this section will provide by endorsement that they may not be terminated nor may coverage be reduced except after (10) days' prior written notice to the City and the Reviewing Authority. The Special Event Organizer shall provide the City and the Reviewing Authority with a copy of the Cancellation Endorsement.

5. Primary Insurance Endorsement. All policies maintained pursuant to this section will provide by endorsement that said policies are primary, not contributing with and not supplemental to the coverage that the City or Reviewing Authority may carry. The Special Event Organizer shall provide the City and the Reviewing Authority with a copy of the Primary Coverage Endorsement.

6. Waiver of Subrogation Endorsement. All policies maintained pursuant to this section shall by endorsement, waive all claims of subrogation and/or contribution against the City or the Reviewing Authority the Insurer may have arising out of the Special Event. The Special Event Organizer shall provide the City and the Reviewing Authority with a copy of the Waiver of Subrogation Endorsement.

M. Laws. There must be strict compliance with all applicable laws, specifically including the Fire Prevention Code and related permit requirements embodied in Chapter 3, Good Order and Conduct Ordinances embodied in Chapter 11, the Noise Ordinances embodied in Chapter 23, and when alcohol is served obtaining State required licenses embodied in Chapter 10 of the Code of General Ordinances.

N. Safety. The Special Event Organizer shall assure the safety of vendors and attendees of the Special Event by periodically each day inspecting the event location, said inspection specifically including but not limited to, reviewing electrical connections, reviewing the condition of electrical conductors and cables, and mitigating potential trip hazards.

O. Protective Service Accessibility. At any time during the application review process or during the operation or maintenance of the Special Event, the Special Event Organizer and every affected Vendor shall comply with the orders or directives of members of the Police Department or Fire Department regarding the keeping of accessibility lanes open for potential and actual emergency response. Failure to comply with such lawful orders or directives is a violation of this Ordinance, which may result in the closure of a portion of the Special Event, closure of the entire Special Event, and/or citations appropriate under the Code of General Ordinances.

P. Operational Regulation. A Special Event must be operated in strict compliance with the terms of this Ordinance, the approved application and supporting documentation and all permit conditions adopted by the Reviewing Authority. Failure to do so shall be subject to an order to suspend and terminate the Special Event or Event activities at the sole discretion of the enforcement authorities in furtherance of this Ordinance.

Q. Enforcement. The enforcement of this Ordinance shall be under the jurisdiction of the Public Works Department and Kenosha Police Department, who shall have the authority to inspect a Special Event to determine compliance with this Ordinance.

R. Suspension or Revocation of Permit. The Reviewing Authority may suspend or revoke any Permit issued hereunder which is operated contrary to the terms of a Permit issued under this Ordinance, upon providing Permit holder with a reasonable time, not to exceed ten (10) days, in which to file a written request with the City Clerk/Treasurer to be heard in said matter, and show cause why the proposed action

CODE OF GENERAL ORDINANCES, 2018 - KENOSHA, WISCONSIN

should not be taken. However, a Permit may be administratively suspended by an Enforcing Authority identified in paragraph Q without prior notice or opportunity to be heard where it constitutes an immediate danger to the public health, safety or welfare, where the Special Event is not operated in conformance with representations made in the application and the approved permit contrary to the provisions of this Ordinance. In such cases, an opportunity for a post-removal hearing shall be provided following the foregoing provisions for an appeal.

S. Penalty. Any person, firm, corporation or permittee who violates any provision of this Ordinance, shall, upon conviction, forfeit not less than Two Hundred Dollars (\$200.00) and not more than Five Hundred Dollars (\$500.00), plus costs of prosecution, in addition to all applicable surcharges and assessments. A person may be incarcerated in the County Jail for not more than ninety (90) days for nonpayment of their forfeiture.

12.07 PENALTIES

Anyone violating any of the provisions of this Chapter, upon conviction thereof, shall be subject to a forfeiture not to exceed Five Hundred (\$500) Dollars, plus the payment of the costs of prosecution, and in default of the timely payment thereof, shall be committed to the County Jail until such forfeiture has been paid, but for a period not to exceed sixty (60) days.

2023 Oak Hill Cemetery Automatic Gate Project

Company

Base Amount

Century Fence	\$19,100.00
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CITY OF LAKE GENEVA ADVERTISEMENT FOR PROPOSALS

PROJECT 2023-04

Official Bid Form.

Automatic Chain Link Fence Gate and Operator at Oak Hill Cemetery.

Sec 1. New Slide Gate

1. Replace 20' of damaged chain link fence.
2. 3 - 4" OD, SS40, galvanized steel pipe, gate posts.
3. 1 - 16' wide single slide gate. Gate frame constructed 2 1/2" steel pipe, welded at all corners.
4. Nylon rollers with covers and sealed bearings.
5. Top and bottom 3" square gate stiffeners.
6. Linear, HSLG, 1hp, slide gate operator, with safety equipment.
7. Digital Keypad, in and out.
8. Radio receiver to match City's existing gates.

Excludes: Any needed permits which would be supplied by City at no charge, private underground utility locate, rock conditions, underground obstructions, A/C power to operator.

Sec. 2. Remarks/specs.

1. The successful proposer shall be pre-qualified by the City by obtaining and submitting an approved Pre-Qualification packet including Insurance information from the City Clerk. The City may accept proposals without pre-qualification, but the contract will not be awarded until pre-qualification is approved.
2. All RFP holders shall submit an email address for anyone wishing to be copied on all questions/answers asked by holders regarding the RFP. Questions shall be accepted by the DPW Office Assistant at dpwoffice@cityoflakegeneva.gov up to five (5) days prior to due date and all answers shall be sent to all email addresses provided a minimum of three (3) days prior to due date.
3. This RFP shall be considered all-inclusive with no aspects being considered as to be 'done by others' unless specifically stated in RFP.
4. Substantial completion shall be prior to 31 Oct., 2023 with extensions being approved as needed at the sole discretion of the City.
5. The Advertisement for this RFP shall be part of this contract/proposal.
6. All work shall be performed in a substantial professional workmanlike manner to industry standards. Acceptance of quality of work shall be at the discretion of the City.
7. Extreme care shall be used to minimize any nails and/or fasteners lost on ground. Any loose fasteners shall be picked up daily.
8. All unwanted removed material and trash shall become the property of the Contractor and shall be disposed of properly following all State of Wisconsin solid waste rules. See #18.
9. ~~Concrete shall be 3500psi minimum, 5" thick. With fiber.~~ N/A
10. Local permits if needed to include but not limited to, building, plumbing, electrical, etc. shall be the responsibility of the proposer and supplied 'no-fee' by the City.
11. The City is exempt from Federal Excise Tax and State Sales tax therefor proposals shall be made exclusive of these taxes. Proper tax exempt certifications shall be made available to the successful proposer.
12. The City shall reserve the right to reject any any/or all proposals and to accept the proposal deemed most advantageous to the City.
13. Proposers shall not contact any City Official or elected representative other than the contact person(s) listed in this document. Doing so shall be means of disqualification.
14. Any questions shall be directed to Ms. Nan Elder, DPW office Assistant by phone or email. (262)248-6644 dpwoffice@cityoflakegeneva.gov. Ms. Elder will direct questions to the appropriate staff.
15. Bid Bond shall include base price and all addendums. (if over \$25,000.00)
16. Work area must be properly protected at all times. Cones, construction barrels, caution tape, etc.

Sec. 3. Insurance and Liabilities

1. The successful proposer shall have Liability Insurance as outlined in the pre-qualification packet naming the City as an additional insured. Minimum \$1 million liability coverage.
2. Proposer agrees to save, defend, indemnify and hold harmless the City of Lake Geneva against all demands, liabilities, costs and expenses connected with the furnishing of any material or labor, or because of any injury to persons or property, or from the violation of law and infringement patents. The City of Lake Geneva in consideration for the proposer complying with the contract as provided for by the specifications, agrees to pay the proposer at the times and in the manner set forth in said specifications the sum and amounts set forth in said specifications the sum and amounts set forth in said proposal, pursuant hereof the contract was awarded to him, it being understood that such payment shall be upon invoices furnished by the contractor. It is further agreed by and between the parties hereto that all differences arising out of increase or diminution of contractors shall be adjusted by the City, the understanding being that the material and workmanship shall be free from all defects which might be caused by the use of poor materials, or improperly done. If during that period it is found that workmanship is defective or that there has been work improperly performed, the contractor shall at his own cost and expense upon written order from the City, entirely remove any defective portion of the work or repair the same under City direction.

Sec. 4. Submittance/Acceptance.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement. One counterpart each has been delivered to OWNER and CONTRACTOR. All portions of the Contract Documents have been signed by OWNER and CONTRACTOR

Total Material and Labor: \$ 19,100.00 - Nineteen thousand, one hundred


Signature of proposer

Tom Foerster
printed name

5/30/23
Date

Century Fence, 1300 Hickory Street, Pewaukee, WI, 53072

Company name and address of Contractor/proposer

262-547-3331 Office 262-993-5516 Cell tfoerster@centuryfence.com

Contractor phone and email

Accepted; Ms Lana Kropf
 City Clerk

Ms Charlene Klein
Mayor

(signature)

(signature)

Date _____

Date _____

In accordance with the requirements of Wis. Statute 62.15(12), I hereby certify that sufficient funds are available to pay the liability that will accrue hereunder.

_____ date _____

Ms Laura Pisarcik, City of Lake Geneva Comptroller.

CITY OF LAKE GENEVA TREASURER'S REPORT - BALANCES BY INSTITUTION 5/31/2023		
Institution	Account Name	Balances 5/31/2023
Cash on Hand	Cash Drawer-Change Bank	436.13
	Municipal Court-Petty Cash	60.00
	Police-Petty Cash	150.00
	Police-Cash Drawer	175.00
	Police-Bond Change Fund	500.00
	Launch Ramp Change Fund	100.00
	Beach Change Fund	-
	Parking-Petty Cash	100.00
	Library-Petty Cash	500.00
	Tax-Petty Cash	300.00
		<u>2,321.13</u>
First National Bank	General Fund Checking	347,415.71
	Donations Checking	46,458.23
	Credit Card Account	7,687.81
	Beach Account - VIPLY App	0.41
	Parking Fund Checking	<u>3,062.32</u>
		<u>404,624.48</u>
Local Government		
Investment Pool	Investment Pool #1-General	13,310,337.10
	Investment Pool #2-2021 GO Notes-2021A	2.90
	Investment Pool #3-2021 GO Notes-2021B	1,559,741.97
	Investment Pool #4-Tax	14,562.50
	Investment Pool #5 - Park Impact Fees	171,133.93
	Investment Pool #6 - Library Special Projects	79,780.07
	Investment Pool #7 - Parks	48,607.99
	Investment Pool #8 - Equip Replacement	2,279,813.72
	Investment Pool #9 - Library	5.23
	Investment Pool #10 - ARPA	878,185.44
	Investment Pool #11 - Capital Projects	99,740.28
	Investment Pool #12 - Debt Service	324,623.75
	Investment Pool #13 - GO Bonds 2022A	68,868.69
		<u>18,835,403.57</u>
US Bank	Tax Checking	<u>8,511.87</u>
Edward Jones	Cemetery Perpetual Care	762,388.71
	Library Investment Account	159,778.39
		<u>922,167.10</u>
BMO Harris	Donations Checking-Library	<u>23,825.23</u>
Fidelity Investments	Investments-Swanson Fund	140,935.35
	Investments-Special Projects	132.25
	Investments-Voyager Fund	29,382.60
		<u>170,450.20</u>
Total Cash and Investments		<u>20,367,303.58</u>

CITY OF LAKE GENEVA TREASURER'S REPORT - BALANCES BY FUND 5/31/2023		
Institution	Account Name	Balances 5/31/2023
General Fund	Cash Drawer-Change Bank	436.13
	General Checking-shared cash	347,415.71
	Donations Checking	46,458.23
	Credit Card Account	7,687.81
	Investment Pool #1 - General	13,310,337.10
	Investment Pool #4 - Tax	14,562.50
	Investment Pool #7 - Parks	48,607.99
	Municipal Court-Petty Cash	60.00
	Police-Petty Cash	150.00
	Police-Cash Drawer	175.00
	Police-Bond-Change Fund	500.00
		<u>13,776,390.47</u>
Debt Service	LGIP #12-Debt Service	<u>324,623.75</u>
Lakefront	Launch Ramp Change Fund	100.00
	Beach Account - VIPLY App	0.41
	Beach Change Fund	-
		<u>100.41</u>
Parking	Parking Fund Checking	3,062.32
	Parking-Petty Cash	100.00
		<u>3,162.32</u>
Capital Projects	Investment Pool #11 - Capital Projects	99,740.28
	Investment Pool #2-2021 GO Notes-2021A	2.90
	Investment Pool #3-2021 GO Notes-2021B	1,559,741.97
	Investment Pool #13 GO Bonds 2022A	68,868.69
		<u>1,728,353.84</u>
Impact Fees	Investment Pool #5 - Park Impact Fees	<u>171,133.93</u>
ARPA	Investment Pool #10 - American Rescue Plan	<u>878,185.44</u>
Cemetery		
Perpetual Care	Cemetery Perpetual Care-Edward Jones	<u>762,388.71</u>
Equip Replacement	Investment Pool #8 - Equipment Replacement	<u>2,279,813.72</u>
Tax Agency Fund	Tax-Petty Cash	300.00
Tax Agency Fund	Tax Checking Account	8,511.87
		<u>8,811.87</u>
Library Operating	Library-Petty Cash	<u>500.00</u>
Library Investments	Investment Pool #9 - Library	5.23
	Investment Pool #6 - Library Special Projects	79,780.07
	Library Donations	23,825.23
	Investments-Edward Jones	159,778.39
	Investments-Swanson Fund	140,935.35
	Investments-Special Projects	132.25
	Investments-Voyager Fund	29,382.60
		<u>433,839.12</u>
Total Cash and Investments		<u>20,367,303.58</u>

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
GENERAL FUND						
GENERAL FUND						
GENERAL FUND						
11-00-00-41110	GENERAL PROPERTY TAXES	.00	2,897,348.20	5,786,066.00	2,888,717.80	50.07
11-00-00-41120	TID #4 INCREMENT-CLOSING REV	.00	.00	.00	.00	.00
11-00-00-41130	OMITTED & MISC TAX REVENUE	.00	.00	.00	.00	.00
11-00-00-41140	MOBILE HOME PARK FEES	521.04	3,663.24	6,000.00	2,336.76	61.05
11-00-00-41150	PERSONAL PROPERTY TAXES	.00	.00	.00	.00	.00
11-00-00-41160	USE VALUE CONVERSION TAX	.00	.00	.00	.00	.00
11-00-00-41210	ROOM TAX	11,474.09	187,128.32	355,000.00	167,871.68	52.71
11-00-00-41212	ROOM TAX-MARKETPLACE PROVIDE	2,977.03	152,450.05	170,000.00	17,549.95	89.68
11-00-00-41220	SALES TAX DISCOUNT	62.99	511.68	600.00	88.32	85.28
11-00-00-41310	TAXES FROM WATER UTILITY	22,536.08	135,216.48	285,000.00	149,783.52	47.44
11-00-00-41800	INT & PENALTY ON TAXES	177.37	570.05	900.00	329.95	63.34
11-00-00-41810	ROOM TAX LATE FEES	.00	.00	1,500.00	1,500.00	.00
11-00-00-41820	ROOM TAX INTEREST	.00	.00	25.00	25.00	.00
11-00-00-42620	SPEC ASSMTS-CURB & GUTTER	.00	.00	.00	.00	.00
11-00-00-42630	SPEC ASSMTS-ROADS	.00	.00	.00	.00	.00
11-00-00-42640	SPEC ASSMTS-SIDEWALKS	.00	2,704.00	.00	2,704.00	.00
11-00-00-43400	MUNICIPAL RECYCLING GRANT	.00	23,839.06	24,000.00	160.94	99.33
11-00-00-43410	STATE SHARED REVENUE	.00	.00	108,040.00	108,040.00	.00
11-00-00-43430	EXPENDITURE RESTRAINT PROGRA	.00	.00	.00	.00	.00
11-00-00-43530	STATE AID FOR HIGHWAYS	.00	573,794.79	766,318.00	192,523.21	74.88
11-00-00-43540	OTHER STATE GRANTS	.00	.00	.00	.00	.00
11-00-00-43600	PYMT MUNI SERVICES-CONSERVATN	.00	4,159.10	3,878.00	281.10	107.25
11-00-00-43610	STATE COMPUTER AID	.00	.00	19,204.00	19,204.00	.00
11-00-00-43612	STATE PERSONAL PROPERTY AID	24,259.81	24,259.81	24,260.00	.19	100.00
11-00-00-43615	VIDEO SERVICE PROVIDER AID	.00	.00	26,741.00	26,741.00	.00
11-00-00-43620	AIDS IN LIEU OF TAXES-PILOT	940.56	10,940.56	10,941.00	.44	100.00
11-00-00-43670	LOTTERY CREDIT	.00	.00	.00	.00	.00
11-00-00-43680	GLLEA ACCOUNTING SERVICES	.00	.00	.00	.00	.00
11-00-00-43690	FEMA DISASTER AID & RELIEF	.00	.00	.00	.00	.00
11-00-00-43695	OTHER FEDERAL AIDS	.00	.00	.00	.00	.00
11-00-00-44100	LIQUOR & MALT BEVERAGE LICENSE	8,980.00	36,410.00	50,000.00	13,590.00	72.82
11-00-00-44110	OPERATOR LICENSES	4,770.00	14,605.00	21,000.00	6,395.00	69.55
11-00-00-44120	BUS LIC-CIG,TAXI,AMUSE,BILLARD	7,075.00	19,693.70	20,000.00	306.30	98.47
11-00-00-44130	PERMITS-SELL,CAFE,ROOM,MASSAG	3,010.00	7,760.00	7,750.00	10.00	100.13
11-00-00-44140	PERMITS-SHORT-TERM RENTALS	6,400.00	24,400.00	20,000.00	4,400.00	122.00
11-00-00-44150	CABLE TV FRANCHISE FEES	27,292.22	27,292.22	105,000.00	77,707.78	25.99
11-00-00-44200	NONBUS LIC-DOGS/CATS	199.00	1,493.00	1,750.00	257.00	85.31
11-00-00-44250	OTHER LICENSES \$ FEES-WEIGHTS	1,435.00	3,420.00	6,000.00	2,580.00	57.00
11-00-00-44900	WORK PERMITS	.00	.00	400.00	400.00	.00
11-00-00-44950	OTHER PERMITS-PARADES,BANNER	.00	.00	100.00	100.00	.00
11-00-00-45100	ANNEXATION FILING FEES	.00	.00	.00	.00	.00
11-00-00-45220	RESTITUTION	.00	.00	.00	.00	.00
11-00-00-46000	CASH DRAWER OVERAGES/UNDERA	.00	.00	.00	.00	.00
11-00-00-46100	GENERAL GOV'T MISC REVENUE	185.70	198.22	2,000.00	1,801.78	9.91
11-00-00-46110	SPECIAL ASSMT LETTERS FEES	780.00	5,684.22	12,000.00	6,315.78	47.37
11-00-00-46741	CHG FOR SVCS-CELEBRATIONS	.00	.00	.00	.00	.00
11-00-00-46900	MISCELLANEOUS SALES	.00	52.30	.00	52.30	.00
11-00-00-47300	DONATIONS	.00	.00	.00	.00	.00
11-00-00-47350	GOAT SPONSORSHIP	35.00	8,310.00	.00	8,310.00	.00
11-00-00-47400	DONATIONS-FIRST RESPOND FUND	.00	.00	.00	.00	.00
11-00-00-47800	INTDEPART CHGS FOR SVC TOURISM	.00	.00	.00	.00	.00
11-00-00-47900	INTDEPART CHGS FOR SVC UTILITY	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-00-00-48110	INTEREST INCOME	36,276.71	186,302.77	30,000.00	156,302.77-	621.01
11-00-00-48120	A/R FINANCE CHARGES	.00	.00	.00	.00	.00
11-00-00-48130	INTEREST ON SPECIAL ASSESSMENT	.00	.00	.00	.00	.00
11-00-00-48190	DISCOUNTS EARNED	.00	.00	.00	.00	.00
11-00-00-48300	SALE OF CITY EQUIPMENT	.00	.00	.00	.00	.00
11-00-00-48320	SALE OF CITY REAL ESTATE	.00	.00	.00	.00	.00
11-00-00-48350	ROOM RENTAL FEES	.00	1.00	.00	1.00-	.00
11-00-00-48370	HILLMOOR LEASE	.00	.00	.00	.00	.00
11-00-00-48400	INSURANCE REIMBURSEMENTS	.00	12,617.98	30,000.00	17,382.02	42.06
11-00-00-48450	INSURANCE REBATE-LEAGUE	.00	.00	7,500.00	7,500.00	.00
11-00-00-48510	OTHER PARK DONATIONS	.00	.00	.00	.00	.00
11-00-00-49000	PROCEEDS FROM BORROWING	.00	.00	.00	.00	.00
11-00-00-49100	APPL.PRIOR YRS APPROPRIATION	.00	.00	760,650.00	760,650.00	.00
11-00-00-49200	DEBT SERVICE REIMBURSEMENT	.00	.00	.00	.00	.00
11-00-00-49220	TID ADMIN REIMBURSEMENT	.00	.00	.00	.00	.00
11-00-00-49300	TRANSFER FROM LAKEFRONT	.00	.00	644,200.00	644,200.00	.00
11-00-00-49400	TRANSFER FROM UTILITY	.00	.00	.00	.00	.00
11-00-00-49500	TRANSFER FROM PARKING FUND	.00	.00	3,383,120.00	3,383,120.00	.00
11-00-00-49610	TRANSFER FROM LAKEFRONT RES	.00	.00	.00	.00	.00
Total GENERAL FUND:		136,439.42	4,364,825.75	12,689,943.00	8,325,117.25	34.40
Total GENERAL FUND:		136,439.42	4,364,825.75	12,689,943.00	8,325,117.25	34.40

GENERAL GOVERNMENT**GENERAL GOVERNMENT**

11-10-00-51330	LIFE INSURANCE POLICY FEES	192.76	1,371.54	2,400.00	1,028.46	57.15
11-10-00-51390	STAFF APPRECIATION	1,494.65-	1,159.35-	3,500.00	4,659.35	33.12-
11-10-00-51395	CUSTOMER SERVICE TRAINING	.00	.00	750.00	750.00	.00
11-10-00-51400	CYBER SECURITY TRAINING	.00	.00	1,000.00	1,000.00	.00
11-10-00-51500	OTHER PROFESSIONAL SERVICES	.00	.00	12,500.00	12,500.00	.00
11-10-00-51540	UNEMPLOYMENT COMPENSATION	690.39	9,220.97	7,500.00	1,720.97-	122.95
11-10-00-52140	LABOR NEGOTIATIONS	.00	.00	.00	.00	.00
11-10-00-52160	OFFICIAL MAP	.00	.00	.00	.00	.00
11-10-00-52450	EXPENSES SUBJECT TO INS CLAIM	.00	.00	15,000.00	15,000.00	.00
11-10-00-53140	OFFICIAL PUBLICATIONS & NOTICE	501.81	1,284.12	7,500.00	6,215.88	17.12
11-10-00-53150	PUBLICATION FEES REIMBURSABLE	207.42	1,142.06	2,000.00	857.94	57.10
11-10-00-53160	RECORDING FEES	.00	.00	100.00	100.00	.00
11-10-00-53980	BANK CHARGES	12.06	888.20	1,500.00	611.80	59.21
11-10-00-53990	GENERAL GOV'T MISC EXPENSES	.00	.00	250.00	250.00	.00
11-10-00-55000	COVID-19 EXPENDITURES	.00	.00	.00	.00	.00
11-10-00-57300	SPECIAL LITIGATIONS	.00	.00	.00	.00	.00
11-10-00-57400	PERSONAL PROPERTY WRITEOFFS	.00	678.30	2,500.00	1,821.70	27.13
11-10-00-57410	ILLEGAL TAXES & REFUNDS	.00	.00	.00	.00	.00
11-10-00-57420	P.P. WRITE-OFFS REIMBURSED	.00	.00	.00	.00	.00
11-10-00-57430	A/R WRITE-OFFS	.00	.00	.00	.00	.00
11-10-00-57800	CONTINGENCY ACCOUNT	.00	.00	130,000.00	130,000.00	.00
11-10-00-59100	PURCHASE OF REAL ESTATE	.00	.00	.00	.00	.00
11-10-00-59200	TRANSFER TO CEMETERY FUND	.00	.00	.00	.00	.00
11-10-00-59250	TRANSFER TO IMPACT FEES FUND	.00	.00	.00	.00	.00
11-10-00-59300	TRANSFER TO DEBT SERVICE	.00	.00	.00	.00	.00
11-10-00-59350	TRANSFER TO TOURISM	.00	.00	.00	.00	.00
11-10-00-59400	TRANSFER TO CAPITAL FUND	.00	.00	.00	.00	.00
11-10-00-59500	TRANSFER TO LIBRARY FUND	.00	.00	178,115.00	178,115.00	.00
11-10-00-59600	TRANSFER TO EQUIP REPLACEMENT	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
Total GENERAL GOVERNMENT:		109.79	13,425.84	364,615.00	351,189.16	3.68
INSURANCE						
11-10-10-55090	INS REIMB-OTHER DEPTS	.00	60,793.58-	112,950.00-	52,156.42-	53.82
11-10-10-55120	GENERAL LIABILITY INSURANCE	.00	185,003.49	222,379.00	37,375.51	83.19
11-10-10-55130	BOILER & MACHINERY INS	.00	1,582.08	1,000.00	582.08-	158.21
11-10-10-55160	WORKERS COMPENSATION	.00	189,149.25	214,742.00	25,592.75	88.08
11-10-10-55170	WORKERS COMP WAGES PAID/REIM	.00	.00	.00	.00	.00
Total INSURANCE:		.00	314,941.24	325,171.00	10,229.76	96.85
HEALTH INSURANCE						
11-10-20-51110	HEALTH & DENTAL REIMBURSABLE	3,729.25-	25,560.31-	50,945.00-	25,384.69-	50.17
11-10-20-51120	HEALTH REIMBURSE-EMPLOYEE	.00	.00	.00	.00	.00
11-10-20-51320	HEALTH AND DENTAL ADMIN CHGS	3,270.93	17,374.17	40,000.00	22,625.83	43.44
11-10-20-51330	HEALTH AND DENTAL CLAIMS	.00	.00	.00	.00	.00
11-10-20-51335	DIFFERENCE CARD CLAIMS	16,158.09	106,222.62	165,000.00	58,777.38	64.38
11-10-20-51337	RETIREE HEALTH INS PREMIUMS	12,791.36	55,533.28	145,000.00	89,466.72	38.30
11-10-20-51340	DISABILITY PREMIUMS CITY	.00	.00	.00	.00	.00
11-10-20-51350	EAP PROGRAM	937.50	3,750.00	3,800.00	50.00	98.68
11-10-20-51520	OPT OUT SOCIAL SECURITY EXP	.00	.00	.00	.00	.00
Total HEALTH INSURANCE:		29,428.63	157,319.76	302,855.00	145,535.24	51.95
Total GENERAL GOVERNMENT:		29,538.42	485,686.84	992,641.00	506,954.16	48.93
COMMON COUNCIL						
COMMON COUNCIL						
11-11-00-51140	COUNCIL SALARIES	3,207.65	22,307.65	40,000.00	17,692.35	55.77
11-11-00-51200	PART TIME WAGES	.00	.00	.00	.00	.00
11-11-00-51520	COUNCIL SOCIAL SECURITY	252.45	1,713.60	3,186.00	1,472.40	53.79
11-11-00-52140	VIDEOTAPING EXPENSES	.00	.00	5,000.00	5,000.00	.00
11-11-00-53100	COMPUTER & OFFICE SUPPLIES	.00	.00	.00	.00	.00
11-11-00-53200	COUNCIL WIS LEAGUE MEMBERSHIP	.00	5,418.80	5,419.00	.20	100.00
11-11-00-53310	COUNCIL MEALS & LODGING	.00	.00	500.00	500.00	.00
11-11-00-53320	COUNCIL CONFERENCES & SCHOOL	.00	230.00	600.00	370.00	38.33
11-11-00-53990	COUNCIL MISCELLANEOUS EXPENSE	115.40	185.40	2,000.00	1,814.60	9.27
Total COMMON COUNCIL:		3,575.50	29,855.45	56,705.00	26,849.55	52.65
Total COMMON COUNCIL:		3,575.50	29,855.45	56,705.00	26,849.55	52.65
MUNICIPAL COURT						
MUNICIPAL COURT						
11-12-00-45100	COURT PENALTIES & FINES	9,980.66	64,810.87	135,000.00	70,189.13	48.01
11-12-00-45120	CIRCUIT COURT FORFEITURES	.00	.00	.00	.00	.00
11-12-00-45130	PARKING CITATION COLLECTIONS	750.00	10,310.90	15,000.00	4,689.10	68.74
11-12-00-45140	COURT CITATION COLLECTN-STARK	5.00	9.00	100.00	91.00	9.00
11-12-00-46400	REIMBURSEMENTS BY DEFENDANTS	40.00	85.00	500.00	415.00	17.00
11-12-00-48110	MUNICIPAL CT INTEREST INCOME	.00	.00	.00	.00	.00
Total MUNICIPAL COURT:		10,775.66	75,215.77	150,600.00	75,384.23	49.94
MUNICIPAL COURT						
11-12-00-51140	MUNICIPAL COURT SALARIES	1,216.08	8,512.56	24,305.00	15,792.44	35.02

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-12-00-51200	MUNICIPAL COURT WAGES-CLERK	4,541.86	32,561.00	70,000.00	37,439.00	46.52
11-12-00-51250	MUNICIPAL CT OVERTIME	.00	159.48	.00	159.48-	.00
11-12-00-51330	INSURANCE DEDUCTIBLE REIMB	.00	.00	.00	.00	.00
11-12-00-51340	MUNICIPAL CT LIFE INSURANCE	22.18	133.08	300.00	166.92	44.36
11-12-00-51345	MUNICIPAL CT HEALTH INSURANCE	1,958.47	11,750.82	23,625.00	11,874.18	49.74
11-12-00-51350	MUNICIPAL CT DENTAL INSURANCE	110.00	681.17	1,320.00	638.83	51.60
11-12-00-51355	MUNICIPAL CT VISION INSURANCE	5.72	34.32	70.00	35.68	49.03
11-12-00-51360	MUNICIPAL CT RETIREMENT FUND	308.85	2,225.00	5,393.00	3,168.00	41.26
11-12-00-51370	MUNICIPAL CT DISABILITY INS	13.25	79.50	175.00	95.50	45.43
11-12-00-51520	MUNICIPAL CT SOCIAL SECURITY	419.84	3,016.38	7,217.00	4,200.62	41.80
11-12-00-52140	COLLECTION FEES	.00	.00	100.00	100.00	.00
11-12-00-52210	MUNICIPAL CT TELEPHONE	98.98	598.24	1,155.00	556.76	51.80
11-12-00-52900	CARE OF PRISONERS	330.00	525.00	500.00	25.00-	105.00
11-12-00-53100	MUNICIPAL CT OFFICE SUPPLIES	55.31	391.30	1,575.00	1,183.70	24.84
11-12-00-53120	POSTAGE-MUNICIPAL COURT	.00	251.88	1,500.00	1,248.12	16.79
11-12-00-53300	MUNICIPAL CT TRAVEL-MILEAGE	.00	.00	1,133.00	1,133.00	.00
11-12-00-53310	MUN CT-MEALS & LODGING	.00	.00	1,470.00	1,470.00	.00
11-12-00-53320	MUN CT CONFERENCES & SCHOOL	.00	845.00	1,979.00	1,134.00	42.70
11-12-00-53400	OPERATING SUPPLIES-CITATIONS	.00	.00	.00	.00	.00
11-12-00-53610	EQUIPMENT MAINT SERVICE COSTS	32.00	6,229.00	6,500.00	271.00	95.83
11-12-00-53810	MUNICIPAL COURT OPERATIONS	.00	.00	2,825.00	2,825.00	.00
11-12-00-53990	MUNICIPAL CT MISCELLANEOUS EXP	30.00	30.00	1,763.00	1,733.00	1.70
Total MUNICIPAL COURT:		9,142.54	68,023.73	152,905.00	84,881.27	44.49
Total MUNICIPAL COURT:		19,918.20	143,239.50	303,505.00	160,265.50	47.20

CITY ATTORNEY**CITY ATTORNEY**

11-13-00-51130	CITY ATTORNEY SALARY	6,334.38	44,340.66	89,065.00	44,724.34	49.78
11-13-00-51150	LABOR NEGOTIATIONS	.00	.00	.00	.00	.00
11-13-00-51340	CITY ATTORNEY LIFE INSURANCE	45.38	272.28	500.00	227.72	54.46
11-13-00-51345	CITY ATTORNEY HEALTH INSURANCE	.00	.00	.00	.00	.00
11-13-00-51355	CITY ATTORNEY VISION INSURANCE	.00	.00	.00	.00	.00
11-13-00-51360	CITY ATTORNEY RETIREMENT FUND	430.74	3,015.18	6,056.00	3,040.82	49.79
11-13-00-51520	CITY ATTORNEY SOCIAL SECURITY	484.56	3,391.92	6,813.00	3,421.08	49.79
11-13-00-52130	CITY ATTORNEY SERVICES	.00	.00	.00	.00	.00
11-13-00-53100	CITY ATTORNEY OFFICE SUPPLIES	.00	.00	.00	.00	.00
11-13-00-53300	CITY ATTORNEY TRAVEL-MILEAGE	.00	.00	.00	.00	.00
11-13-00-53310	CITY ATTORNEY MEALS & LODGING	.00	.00	450.00	450.00	.00
11-13-00-53320	CITY ATTORNEY SCHOOL/CONFER	.00	621.00	450.00	171.00-	138.00
11-13-00-53990	CITY ATTORNEY MISC EXPENSES	.00	.00	300.00	300.00	.00
Total CITY ATTORNEY:		7,295.06	51,641.04	103,634.00	51,992.96	49.83

OUTSIDE ATTORNEYS EXPENDITURES

11-13-10-52140	OUTSIDE ATTORNEYS FEES	.00	.00	28,500.00	28,500.00	.00
Total OUTSIDE ATTORNEYS EXPENDITURES:		.00	.00	28,500.00	28,500.00	.00
Total CITY ATTORNEY:		7,295.06	51,641.04	132,134.00	80,492.96	39.08

GENERAL ADMINISTRATION**MAYOR**

11-14-10-51140	MAYOR SALARY	600.00	4,200.00	7,989.00	3,789.00	52.57
11-14-10-51520	MAYOR SOCIAL SECURITY	45.90	321.30	611.00	289.70	52.59

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-14-10-53100	MAYOR OFFICE SUPPLIES	.00	.00	300.00	300.00	.00
11-14-10-53310	MAYOR MEALS, LODGING, ETC	.00	.00	500.00	500.00	.00
11-14-10-53990	MAYOR MISC EXPENSE	.00	63.30	1,000.00	936.70	6.33
Total MAYOR:		645.90	4,584.60	10,400.00	5,815.40	44.08
CITY ADMINISTRATOR						
11-14-20-51100	CITY ADMINISTRATOR SALARY	10,081.60	70,452.40	128,206.00	57,753.60	54.95
11-14-20-51330	REIMB OF INSURANCE DEDUCTIBLE	.00	.00	.00	.00	.00
11-14-20-51340	CITY ADMIN LIFE INSURANCE	61.38	368.28	641.00	272.72	57.45
11-14-20-51345	CITY ADMIN HEALTH INSURANCE	1,015.52	6,093.12	12,300.00	6,206.88	49.54
11-14-20-51350	CITY ADMIN DENTAL INSURANCE	35.00	208.53	420.00	211.47	49.65
11-14-20-51355	CITY ADMIN VISION INSURANCE	.00	.00	.00	.00	.00
11-14-20-51360	CITY ADMIN RETIREMENT	685.54	4,790.71	8,718.00	3,927.29	54.95
11-14-20-51370	CITY ADMIN DISABILITY INS	34.20	205.20	415.00	209.80	49.45
11-14-20-51520	CITY ADMIN SOCIAL SECURITY	764.96	5,348.76	9,808.00	4,459.24	54.53
11-14-20-53100	CITY ADMIN OFFICE SUPPLIES	.00	17.89	200.00	182.11	8.95
11-14-20-53240	DUES, BOOKS, PUBLICATIONS	853.00	1,050.00	1,250.00	200.00	84.00
11-14-20-53300	CITY ADMIN TRAVEL-MILEAGE	.00	.00	300.00	300.00	.00
11-14-20-53310	CITY ADMIN MEALS/LODGING	.00	.00	400.00	400.00	.00
11-14-20-53320	CITY ADMIN CONFR/SCHOOLS	.00	.00	1,000.00	1,000.00	.00
11-14-20-53990	CITY ADMIN MISC EXPENSE	64.98	12,931.53	13,100.00	168.47	98.71
Total CITY ADMINISTRATOR:		13,596.18	101,466.42	176,758.00	75,291.58	57.40
CITY CLERK						
11-14-30-43520	GRANTS & REIMB-ELECTION	.00	.00	.00	.00	.00
Total CITY CLERK:		.00	.00	.00	.00	.00
CITY CLERK						
11-14-30-51100	CITY CLERK SALARY	7,398.40	51,702.40	95,959.00	44,256.60	53.88
11-14-30-51110	ASSISTANT CLERK WAGES	4,593.60	31,953.25	61,048.00	29,094.75	52.34
11-14-30-51200	CITY CLERK STAFF WAGES	.00	.00	27,231.00	27,231.00	.00
11-14-30-51260	CITY CLERK SEASONAL WAGES	.00	.00	.00	.00	.00
11-14-30-51330	INS DEDUCTIBLE REIMBURSE	.00	.00	.00	.00	.00
11-14-30-51340	CITY CLERK LIFE INSURANCE	10.83	64.98	185.00	120.02	35.12
11-14-30-51345	CITY CLERK HEALTH INSURANCE	3,651.87	21,911.22	41,000.00	19,088.78	53.44
11-14-30-51350	CITY CLERK DENTAL INSURANCE	145.00	889.70	2,000.00	1,110.30	44.49
11-14-30-51355	CITY CLERK VISION INSURANCE	11.54	69.24	140.00	70.76	49.46
11-14-30-51360	CITY CLERK RETIREMENT FUND	815.46	5,691.07	12,500.00	6,808.93	45.53
11-14-30-51370	CITY CLERK DISABILITY INS	38.14	228.84	500.00	271.16	45.77
11-14-30-51520	CITY CLERK SOCIAL SECURITY	893.16	6,797.12	14,094.00	7,296.88	48.23
11-14-30-51900	POLL WORKERS FEES	.00	7,219.08	8,000.00	780.92	90.24
11-14-30-52180	MUNICIPAL CODIFICATION	.00	1,195.00	5,000.00	3,805.00	23.90
11-14-30-53100	CITY CLERK OFFICE SUPPLIES	140.60	879.43	2,500.00	1,620.57	35.18
11-14-30-53110	BALLOTS/OTHER ELECTION EXPENS	1,433.22	4,693.53	7,000.00	2,306.47	67.05
11-14-30-53120	POSTAGE-CITY CLERK	.00	1,391.01	9,000.00	7,608.99	15.46
11-14-30-53140	RECALL ELECTION EXPENDITURES	.00	.00	.00	.00	.00
11-14-30-53300	CITY CLERK TRAVEL-MILEAGE	.00	.00	1,000.00	1,000.00	.00
11-14-30-53310	CITY CLERK MEALS, LODGING	.00	.00	1,000.00	1,000.00	.00
11-14-30-53320	CITY CLERK CONFERENCES & DUES	.00	1,149.00	1,500.00	351.00	76.60
11-14-30-53820	LICENSE/SUPPORT EXPENSE	.00	8,478.75	10,000.00	1,521.25	84.79
11-14-30-53990	CITY CLERK MISCELLANEOUS EXP	.00	63.99	600.00	536.01	10.67
11-14-30-57350	GRANT PURCHASES	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
Total CITY CLERK:		19,131.82	144,377.61	300,257.00	155,879.39	48.08
Total GENERAL ADMINISTRATION:		33,373.90	250,428.63	487,415.00	236,986.37	51.38
ACCOUNTING						
ACCOUNTING						
11-15-10-51100	ACCOUNTING SALARY	6,352.64	44,393.62	85,000.00	40,606.38	52.23
11-15-10-51200	ACCOUNTING WAGES	15,882.80	107,967.60	158,075.00	50,107.40	68.30
11-15-10-51260	ACCTG PART TIME WAGES	376.70	2,707.02	6,000.00	3,292.98	45.12
11-15-10-51330	ACCTG INS DEDUCTIBLE REIMB	.00	.00	.00	.00	.00
11-15-10-51340	ACCTG LIFE INSURANCE	72.49	538.87	975.00	436.13	55.27
11-15-10-51345	ACCTG HEALTH INSURANCE	4,981.52	30,476.68	75,000.00	44,523.32	40.64
11-15-10-51350	ACCTG DENTAL INSURANCE	229.50	1,446.79	5,200.00	3,753.21	27.82
11-15-10-51355	ACCTG VISION INSURANCE	15.24	84.59	250.00	165.41	33.84
11-15-10-51360	ACCTG RETIREMENT EXP	1,486.22	10,287.08	16,592.00	6,304.92	62.00
11-15-10-51370	ACCTG DISABILITY INS	78.33	446.41	1,025.00	578.59	43.55
11-15-10-51520	ACCTG SOCIAL SECURITY	1,643.68	11,442.71	18,666.00	7,223.29	61.30
11-15-10-52120	ACCTG CONSULTANT FEES	.00	2,050.00	5,000.00	2,950.00	41.00
11-15-10-52130	INDEPENDENT AUDIT FEES	9,594.50	31,194.50	30,000.00	1,194.50	103.98
11-15-10-53100	ACCTG OFFICE SUPPLIES	199.61	891.89	9,000.00	8,108.11	9.91
11-15-10-53200	ACCTG PROFESSIONAL DUES	.00	260.00	2,175.00	1,915.00	11.95
11-15-10-53320	ACCTG CONFERENCES/TRAINING	.00	25.00	3,200.00	3,175.00	.78
11-15-10-53990	ACCTG MISC EXPENSE	20.22	1,472.19	1,500.00	27.81	98.15
11-15-10-54150	TUITION & BOOKS REIMB	.00	.00	.00	.00	.00
11-15-10-54500	COMPUTER IT SVC & EQUIPMENT	14,926.54	87,355.23	110,000.00	22,644.77	79.41
Total ACCOUNTING:		55,859.99	333,040.18	527,658.00	194,617.82	63.12
ASSESSOR						
11-15-40-51200	ASSESSOR WAGES & SALARIES	.00	.00	.00	.00	.00
11-15-40-51260	ASSESSOR SEASONAL WAGES	.00	.00	.00	.00	.00
11-15-40-51330	INSURANCE DEDUCTIBLE REIMB	.00	.00	.00	.00	.00
11-15-40-51340	ASSESSOR LIFE INSURANCE	.00	.00	.00	.00	.00
11-15-40-51345	ASSESSOR HEALTH INSURANCE	.00	.00	.00	.00	.00
11-15-40-51355	ASSESSOR VISION INSURANCE	.00	.00	.00	.00	.00
11-15-40-51360	ASSESSOR RETIREMENT FUND	.00	.00	.00	.00	.00
11-15-40-51520	ASSESSOR SOCIAL SECURITY	.00	.00	.00	.00	.00
11-15-40-52100	ASSESSOR CONTRACTED SERVICES	23,699.78	90,628.05	201,400.00	110,771.95	45.00
11-15-40-52110	ASSESSOR CONTRACT-COMMERCIA	.00	.00	.00	.00	.00
11-15-40-52130	MANUFACTURING ASSESSMENT	.00	.00	2,300.00	2,300.00	.00
11-15-40-52140	OUTSIDE ATTORNEYS FEES	.00	.00	.00	.00	.00
11-15-40-53100	ASSESSOR OFFICE SUPPLIES	.00	.00	.00	.00	.00
11-15-40-53120	ASSESSOR POSTAGE	.00	.00	.00	.00	.00
11-15-40-53200	ASSESSOR PROFESSIONAL DUES	.00	.00	.00	.00	.00
11-15-40-53300	ASSESSOR TRAVEL-MILEAGE	.00	.00	.00	.00	.00
11-15-40-53310	ASSESSOR MEALS & LODGING	.00	.00	.00	.00	.00
11-15-40-53320	ASSESSOR CONFERENCES & SCHO	.00	.00	.00	.00	.00
11-15-40-53980	BOARD OF REVIEW MISC EXPENSES	.00	.00	300.00	300.00	.00
11-15-40-53990	ASSESSOR MISCELLANEOUS EXPEN	.00	.00	.00	.00	.00
11-15-40-54100	ASSESSOR CERTIFICATIONS	.00	.00	.00	.00	.00
11-15-40-54500	ASSESSOR PROGRAMMING	.00	.00	.00	.00	.00
Total ASSESSOR:		23,699.78	90,628.05	204,000.00	113,371.95	44.43

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
Total ACCOUNTING:		79,559.77	423,668.23	731,658.00	307,989.77	57.91
CITY HALL BUILDING						
CITY HALL BUILDING						
11-16-10-51200	CITY HALL MAINT WAGES	5,070.40	36,282.46	54,183.00	17,900.54	66.96
11-16-10-51250	CITY HALL MAINT OVERTIME	.00	.00	1,200.00	1,200.00	.00
11-16-10-51340	CITY HALL MAINT LIFE INS	32.38	188.08	375.00	186.92	50.15
11-16-10-51345	CITY HALL MAINT HEALTH INSUR	1,958.47	11,376.02	23,625.00	12,248.98	48.15
11-16-10-51350	CITY HALL MAINT DENTAL INSUR	110.00	660.12	1,320.00	659.88	50.01
11-16-10-51355	CITY HALL MAINT VISION INS	5.72	33.23	70.00	36.77	47.47
11-16-10-51360	CITY HALL MAINT RETIREMENT	344.78	2,467.18	3,684.00	1,216.82	66.97
11-16-10-51370	CITY HALL MAINT DISABILITY INS	16.12	96.72	195.00	98.28	49.60
11-16-10-51520	CITY HALL MAINT SOCIAL SEC	374.90	2,691.15	4,237.00	1,545.85	63.52
11-16-10-52210	CITY HALL TELEPHONE	1,728.79	8,914.26	15,000.00	6,085.74	59.43
11-16-10-52220	CITY HALL ELECTRICITY	3,691.52	21,208.35	48,000.00	26,791.65	44.18
11-16-10-52240	CITY HALL GAS HEAT	817.27	9,647.88	16,500.00	6,852.12	58.47
11-16-10-52260	CITY HALL WATER & SEWER EXP	.00	959.75	2,800.00	1,840.25	34.28
11-16-10-52400	CITY HALL BUILDING REPAIRS	2,295.00	26,976.60	30,950.00	3,973.40	87.16
11-16-10-53100	CITY HALL OFFICE SUPPLIES	674.64	2,438.09	3,900.00	1,461.91	62.52
11-16-10-53500	CITY HALL BLDG MAINT SUPPLIES	654.50	2,974.15	5,500.00	2,525.85	54.08
11-16-10-53600	CITY HALL MAINT SERVICE COSTS	5,962.50	8,147.85	17,000.00	8,852.15	47.93
11-16-10-53990	CITY HALL MISC EXP	.00	.00	.00	.00	.00
11-16-10-55310	CH OFFICE EQUIPMENT CONTRACTS	.00	2,957.04	4,000.00	1,042.96	73.93
11-16-10-55320	CH POSTAGE METER RENT & EXP	948.20	1,846.40	4,000.00	2,153.60	46.16
Total CITY HALL BUILDING:		24,685.19	139,865.33	236,539.00	96,673.67	59.13
Total CITY HALL BUILDING:		24,685.19	139,865.33	236,539.00	96,673.67	59.13
POLICE DEPARTMENT						
POLICE DEPARTMENT						
11-21-00-43520	LAW ENFORCEMENT TRAINING AIDS	.00	.00	4,640.00	4,640.00	.00
11-21-00-43530	FEDERAL GRANTS & REIMBURSEME	.00	.00	52,000.00	52,000.00	.00
11-21-00-43540	STATE GRANTS & REIMBURSEMENTS	.00	.00	26,353.00	26,353.00	.00
11-21-00-46200	SEIZURES	13.15	292.58	3,500.00	3,207.42	8.36
11-21-00-46210	MISCELLANEOUS REVENUE	644.25	1,183.53	1,500.00	316.47	78.90
11-21-00-46220	WAGE REIMBURSEMENTS	568.36	67,350.21	73,293.00	5,942.79	91.89
11-21-00-46222	TRAINING REIMBURSEMENTS	.00	.00	.00	.00	.00
11-21-00-46230	MISC TAXABLE REVENUES	.00	.00	250.00	250.00	.00
11-21-00-46240	FINGERPRINTING	398.16	867.42	1,000.00	132.58	86.74
11-21-00-46250	VEHICLE LOCKOUT FEE	450.30	2,464.80	5,200.00	2,735.20	47.40
11-21-00-46260	BLOOD DRAW REIMBURSEMENT	157.50	892.50	2,200.00	1,307.50	40.57
11-21-00-47300	DONATIONS	.00	452.00	1,500.00	1,048.00	30.13
11-21-00-47350	COMMUNICATIONS REIMB-FIRE DEPT	51,200.00	51,200.00	51,200.00	.00	100.00
11-21-00-47370	SOFTVEST DONATIONS/GRANTS	.00	.00	7,050.00	7,050.00	.00
11-21-00-48190	DISCOUNTS EARNED-PD	.00	.00	.00	.00	.00
11-21-00-48300	SALE OF POLICE EQUIPMENT	.00	.00	16,000.00	16,000.00	.00
11-21-00-48310	SALE OF 1033 PROPERTY	.00	.00	.00	.00	.00
Total POLICE DEPARTMENT:		53,431.72	124,703.04	245,686.00	120,982.96	50.76
POLICE DEPARTMENT						
11-21-00-51100	POLICE FT SALARIES	224,333.74	1,496,927.18	2,805,295.00	1,308,367.82	53.36
11-21-00-51200	POLICE PT WAGES	7,692.33	43,800.48	116,000.00	72,199.52	37.76
11-21-00-51250	POLICE OVERTIME WAGES	.00	8,058.78	37,000.00	28,941.22	21.78
11-21-00-51270	PD COMPENSATION PER CONTRACT	887.05	51,367.20	146,833.00	95,465.80	34.98

Account Number	Account Title	2023-23	2023-23	2023	2023	2023
		Current Month Actual	Current Year Actual	Current Year Budget	Current Year Variance	Current Year % of Budget
11-21-00-51340	PD LIFE INSURANCE	283.98	1,666.19	3,855.00	2,188.81	43.22
11-21-00-51345	PD HEALTH INSURANCE	67,397.68	383,656.14	882,280.00	498,623.86	43.48
11-21-00-51347	PD HEALTH INS OPT OUT	1,950.00	12,675.00	31,200.00	18,525.00	40.63
11-21-00-51350	PD DENTAL INSURANCE	2,915.00	17,074.85	31,920.00	14,845.15	53.49
11-21-00-51355	PD VISION INSURANCE	149.68	833.99	1,591.00	757.01	52.42
11-21-00-51360	PD RETIREMENT FUND	26,992.32	182,650.46	355,860.00	173,209.54	51.33
11-21-00-51370	PD DISABILITY INS	763.82	4,351.76	9,150.00	4,798.24	47.56
11-21-00-51380	PD UNIFORM ALLOWANCE	4,297.98	28,194.00	41,025.00	12,831.00	68.72
11-21-00-51390	PART TIME UNIFORM EXPENSE	383.00	1,240.70	5,900.00	4,659.30	21.03
11-21-00-51400	PD INTERPRETERS FEES	13.05	103.54	1,000.00	896.46	10.35
11-21-00-51410	PD OUTSIDE OFFICERS	.00	.00	.00	.00	.00
11-21-00-51520	PD SOCIAL SECURITY	17,679.32	121,798.79	239,930.00	118,131.21	50.76
11-21-00-51522	PD OPT OUT SOCIAL SECURITY	.00	.00	.00	.00	.00
11-21-00-51900	PFC COMMISSION EXPENSES	40.25	198.00	600.00	402.00	33.00
11-21-00-52140	OUTSIDE LEGAL EXPENSES	.00	.00	1,200.00	1,200.00	.00
11-21-00-52210	PD TELEPHONE EXPENSE	3,688.19	19,430.44	35,312.00	15,881.56	55.03
11-21-00-52220	POLICE IMPOUND BLDG ELECTRIC	45.72	504.33	1,400.00	895.67	36.02
11-21-00-52450	EQUIPMENT REPAIRS-INS CLAIMS	.00	.00	2,000.00	2,000.00	.00
11-21-00-52620	PD COMMUNICATION SYS MAINT FEE	700.00	5,384.13	52,100.00	46,715.87	10.33
11-21-00-52900	CARE OF PRISONERS	.00	.00	1,000.00	1,000.00	.00
11-21-00-52910	CARE OF STRAY ANIMALS	.00	.00	400.00	400.00	.00
11-21-00-53050	DATA PROCESSING	12,209.59	16,554.42	40,000.00	23,445.58	41.39
11-21-00-53100	PD OFFICE SUPPLIES	565.02	2,926.02	7,500.00	4,573.98	39.01
11-21-00-53120	PD POSTAGE	123.60	863.25	2,000.00	1,136.75	43.16
11-21-00-53160	CRIME PREVENTION PROGRAM	.00	655.54	6,000.00	5,344.46	10.93
11-21-00-53300	PD MILEAGE/TRAVEL	.00	.00	3,500.00	3,500.00	.00
11-21-00-53310	PD MEALS & LODGING	832.12	6,630.94	7,800.00	1,169.06	85.01
11-21-00-53410	PD FUEL EXPENSE	4,587.48	24,578.79	67,500.00	42,921.21	36.41
11-21-00-53420	PD SPECIAL EQUIPMENT	32.00	2,348.24	17,238.00	14,889.76	13.62
11-21-00-53610	PD EQUIP MAINT SERV COSTS	1,150.50	31,748.13	26,000.00	5,748.13-	122.11
11-21-00-53700	PD MEDICAL SUPPLIES	.00	.00	5,000.00	5,000.00	.00
11-21-00-53800	PD SPECIAL INVESTIGATIONS	474.82	8,080.31	13,220.00	5,139.69	61.12
11-21-00-53990	PD MISCELLANEOUS EXP	873.67	2,049.97	4,000.00	1,950.03	51.25
11-21-00-54100	PD TRAINING EXPENSES	7,202.00	34,468.86	57,810.00	23,341.14	59.62
11-21-00-54110	PD APPLICATION PROCESS	146.63	5,045.28	8,000.00	2,954.72	63.07
11-21-00-54120	TRNG & TRAVEL-REIMBURSEABLE	.00	.00	.00	.00	.00
11-21-00-54130	PD HOSTED TRAINING	.00	.00	.00	.00	.00
11-21-00-54150	TUITION & BOOKS PER CONTRACT	5,402.41	8,401.87	21,061.00	12,659.13	39.89
11-21-00-54500	PRO-PHOENIX MAINT CONTRACT	.00	32,981.16	32,982.00	.84	100.00
11-21-00-55000	COVID-19 EXPENDITURES	.00	.00	.00	.00	.00
11-21-00-55310	COPY MACHINE & SHREDDING SVC	262.21	1,941.85	4,200.00	2,258.15	46.23
11-21-00-55330	TELETYPE EXPENSE	.00	9,588.00	11,353.00	1,765.00	84.45
11-21-00-57340	GRANT PURCHASES-FEDERAL	.00	.00	.00	.00	.00
11-21-00-57350	GRANT PURCHASES-STATE	.00	.00	.00	.00	.00
11-21-00-57360	DONOR PURCHASES	.00	.00	.00	.00	.00
11-21-00-57365	DONATION PURCHASES-FIRST RESP	.00	5,699.43	.00	5,699.43-	.00
11-21-00-57370	BODY ARMOR EXPENDITURES	.00	.00	14,100.00	14,100.00	.00
11-21-00-57375	PORTABLE AUDIO/BODY CAMS	.00	26,892.74	30,398.00	3,505.26	88.47
11-21-00-57380	EXPENDITURES-SEIZURE \$	.00	.00	.00	.00	.00
11-21-00-57390	1033 EXPENDITURES	.00	.00	.00	.00	.00
11-21-00-58100	EQUIPMENT OUTLAY	.00	28,735.64	100,803.00	72,067.36	28.51
Total POLICE DEPARTMENT:		394,075.16	2,630,106.40	5,283,316.00	2,653,209.60	49.78
Total POLICE DEPARTMENT:		447,506.88	2,754,809.44	5,529,002.00	2,774,192.56	49.82

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
FIRE DEPARTMENT						
FIRE DEPARTMENT						
11-22-00-43400	EMS PROV SUPP-ACT 102 EQUIP	.00	.00	4,320.00	4,320.00	.00
11-22-00-43410	EMS PROV SUPP-ACT 102 TRAIN	.00	.00	1,307.00	1,307.00	.00
11-22-00-43420	FIRE DUES FROM STATE	.00	.00	59,713.00	59,713.00	.00
11-22-00-43440	FIRE DUES FROM TOWN OF GENEVA	.00	.00	15,557.00	15,557.00	.00
11-22-00-43450	TOWN OF LINN CONTRACT STAFFING	.00	70,173.79	181,215.00	111,041.21	38.72
11-22-00-43455	TOWN OF LINN ADMIN FEE	.00	19,469.00	38,938.00	19,469.00	50.00
11-22-00-43540	STATE GRANTS & REIMBURSEMENTS	.00	.00	.00	.00	.00
11-22-00-43542	FEDERAL GRANTS & REIMBURSE	.00	.00	.00	.00	.00
11-22-00-44710	FIRE DEPT BURNING PERMIT	250.00	850.00	1,000.00	150.00	85.00
11-22-00-46100	MISCELLANEOUS REVENUE	914.19	914.19	5,000.00	4,085.81	18.28
11-22-00-46200	FIRE WAGE INCOME	.00	.00	.00	.00	.00
11-22-00-46210	VEHICLE/CHARGES	.00	.00	.00	.00	.00
11-22-00-46220	EMS WAGE INCOME	.00	.00	.00	.00	.00
11-22-00-46230	INSPECTION FEES	18,530.00	55,720.00	61,500.00	5,780.00	90.60
11-22-00-46240	FIRE/EMS BILLING REVENUE	70,081.22	401,203.69	617,867.00	216,663.31	64.93
11-22-00-46245	ALS INTERCEPT FEE	2,800.00	4,000.00	12,000.00	8,000.00	33.33
11-22-00-46250	PLAN REVIEW/SPRINKLER SYSTEMS	600.00	4,767.00	9,000.00	4,233.00	52.97
11-22-00-47300	TOWNSHIPS FIRE SERVICES	52,331.77	52,331.77	249,432.00	197,100.23	20.98
11-22-00-47400	EMS TRANSPORT/VEHICLE CHARGE	.00	.00	.00	.00	.00
11-22-00-47500	VIOLATION FEES	.00	.00	.00	.00	.00
11-22-00-48110	INTEREST	.00	.00	1,000.00	1,000.00	.00
11-22-00-48300	SALE OF FIRE DEPT EQUIPMENT	.00	.00	.00	.00	.00
11-22-00-48510	FIRE DEPT DONATIONS	.00	500.00	2,000.00	1,500.00	25.00
11-22-00-48550	DONATIONS-CPR CLASSES	.00	455.00	1,500.00	1,045.00	30.33
11-22-00-49100	APPROP FROM ASSIGNED FB A/C	.00	.00	.00	.00	.00
Total FIRE DEPARTMENT:		145,507.18	610,384.44	1,261,349.00	650,964.56	48.39
FIRE DEPARTMENT						
11-22-00-51130	FIRE OFFICER SALARIES	3,520.66	31,344.72	43,598.00	12,253.28	71.89
11-22-00-51140	FIRE/EMS STIPEND PAY	.00	831.21	.00	831.21-	.00
11-22-00-51150	FIRE SAFETY/PUBLIC ED WAGES	.00	1,472.94	8,492.00	7,019.06	17.35
11-22-00-51155	FIRE SAFETY/PUBLIC ED EXP	.00	.00	1,000.00	1,000.00	.00
11-22-00-51160	FIRE/EMS OTHER PAY	1,840.37	4,444.37	5,816.00	1,371.63	76.42
11-22-00-51220	PAID ON PREMISE WAGES	35,081.90	264,428.15	650,433.00	386,004.85	40.65
11-22-00-51230	FULL-TIME WAGES	34,469.66	224,510.17	434,347.00	209,836.83	51.69
11-22-00-51240	TOWN OF LINN STAFFING WAGES	8,639.47	65,159.03	123,638.00	58,478.97	52.70
11-22-00-51250	OVERTIME WAGES	558.81	2,281.73	10,000.00	7,718.27	22.82
11-22-00-51260	FULL-TIME VACATION WAGES	.00	2,969.28	34,332.00	31,362.72	8.65
11-22-00-51280	FULL TIME HOLIDAY WAGES	.00	2,566.74	20,350.00	17,783.26	12.61
11-22-00-51290	EMS LINN CALL PAY	.00	.00	.00	.00	.00
11-22-00-51300	EMS CITY CALL PAY	1,459.70	14,334.21	18,000.00	3,665.79	79.63
11-22-00-51310	EMS GENEVA TWP CALL PAY	30.32	164.00	1,000.00	836.00	16.40
11-22-00-51330	FD LIFE INSURANCE EXP	96.18	613.45	2,050.00	1,436.55	29.92
11-22-00-51340	FD WORKMEN DISABILITY INS	16.41	26,323.61	26,700.00	376.39	98.59
11-22-00-51345	FD HEALTH INSURANCE	9,173.37	46,900.09	242,000.00	195,099.91	19.38
11-22-00-51350	FD DENTAL INSURANCE	397.27	2,369.67	9,240.00	6,870.33	25.65
11-22-00-51355	FD VISION INSURANCE	22.81	155.72	2,940.00	2,784.28	5.30
11-22-00-51360	FIRE/EMS RETIREMENT EXP	12,561.63	90,158.89	266,597.00	176,438.11	33.82
11-22-00-51370	FD DISABILITY INS	137.54	762.78	.00	762.78-	.00
11-22-00-51380	FIRE DEPT UNIFORMS	320.70	1,829.32	15,000.00	13,170.68	12.20
11-22-00-51400	FIRE CITY CALL PAY	2,823.45	29,188.80	60,000.00	30,811.20	48.65
11-22-00-51410	FIRE GENEVA TWP CALL PAY	94.28	1,657.87	6,500.00	4,842.13	25.51
11-22-00-51420	FIRE LINN TWP CALL PAY	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-22-00-51430	FIRE WALWORTH CTY CALL PAY	.00	.00	.00	.00	.00
11-22-00-51440	FD TRAVEL/MEAL EXPENSES	4,617.96	4,617.96	500.00	4,117.96-	923.59
11-22-00-51520	FD SOCIAL SECURITY EXP	7,511.76	55,245.72	125,433.00	70,187.28	44.04
11-22-00-51900	FIRE COMMISSION MISC EXP	.00	.00	.00	.00	.00
11-22-00-52140	OUTSIDE BILLING SERVICES	3,436.85	12,064.21	34,643.00	22,578.79	34.82
11-22-00-52150	FIRE INSPECTORS WAGES	2,692.79	19,414.02	55,480.00	36,065.98	34.99
11-22-00-52160	FIRE/EMS DATA ENTRY WAGES	2,283.32	15,534.51	34,176.00	18,641.49	45.45
11-22-00-52170	FIRE INVESTIGATION PAY	.00	.00	.00	.00	.00
11-22-00-52180	CONTRACTUAL SERVICES-PARATEC	.00	.00	.00	.00	.00
11-22-00-52190	OTHER PROFESSIONAL SERVICES	13,028.88	13,028.88	.00	13,028.88-	.00
11-22-00-52210	FIRE TELEPHONE EXPENSE	487.64	9,013.79	10,919.00	1,905.21	82.55
11-22-00-52220	FIREHOUSE ELECTRICITY	1,233.69	8,930.37	15,854.00	6,923.63	56.33
11-22-00-52240	FIREHOUSE GAS HEAT	331.22	5,714.69	7,955.00	2,240.31	71.84
11-22-00-52260	FIREHOUSE WATER/SEWER BILLS	.00	1,061.89	1,463.00	401.11	72.58
11-22-00-52400	EQUIPMENT REPAIRS-FIRE DEPT	6,247.55	31,480.68	27,000.00	4,480.68-	116.60
11-22-00-52410	FIREHOUSE REPAIRS	4,738.40	4,765.49	10,000.00	5,234.51	47.65
11-22-00-52620	FD-COMMUNICATION SYS MAINT FEE	.00	209.00	3,536.00	3,327.00	5.91
11-22-00-52650	PD COMMUNICATION SERVICES	51,200.00	51,200.00	51,200.00	.00	100.00
11-22-00-53100	OFFICE SUPPLIES	358.20	1,004.91	1,500.00	495.09	66.99
11-22-00-53120	POSTAGE EXPENSE	.00	98.49	500.00	401.51	19.70
11-22-00-53200	MEMBERSHIP DUES & FEES	.00	103.00	2,200.00	2,097.00	4.68
11-22-00-53320	FIRE DEPT CONFERENCES/SCHOOLS	.00	588.05	1,500.00	911.95	39.20
11-22-00-53400	OPERATING SUPPLIES	220.65	1,489.77	5,000.00	3,510.23	29.80
11-22-00-53410	FD FUEL EXPENSE	2,442.71	13,785.40	24,000.00	10,214.60	57.44
11-22-00-53500	BLDG MAINT SUPPLIES-FIREHOUSE	940.13-	8,431.46	7,500.00	931.46-	112.42
11-22-00-53510	EQUIP MAINT SUPPLIES-FIRE DEPT	303.72	3,917.58	7,000.00	3,082.42	55.97
11-22-00-53600	FIREHOUSE MAINT SERVICE COSTS	947.50	1,127.50	6,439.00	5,311.50	17.51
11-22-00-53610	FD-EQUIP MAINT SERV COST	.00	.00	.00	.00	.00
11-22-00-53970	BAD DEBT EXPENSE/ADJUSTMENTS	.00	.00	.00	.00	.00
11-22-00-53980	FIRE FILM DEVELOPING	.00	.00	.00	.00	.00
11-22-00-53990	FIRE MISCELLANEOUS EXP	.00	355.11	1,000.00	644.89	35.51
11-22-00-54100	FIRE TRAINING PAY	3,913.34	37,979.04	73,868.00	35,888.96	51.41
11-22-00-54120	TUITION REIMB PER CONTRACT	.00	.00	5,000.00	5,000.00	.00
11-22-00-54150	EXPENSE REIMB PER CONTRACT	.00	.00	1,500.00	1,500.00	.00
11-22-00-54500	FIRE IT SERVICES	6,702.53	18,794.76	31,422.00	12,627.24	59.81
11-22-00-54550	LEXIPOL	.00	5,707.80	5,735.00	27.20	99.53
11-22-00-54600	PRO PHOENIX SUPPORT CONTRACT	.00	7,984.65	7,985.00	.35	100.00
11-22-00-55000	COVID-19 EXPENDITURES	.00	.00	.00	.00	.00
11-22-00-55100	EMS TRAINING PAY	1,872.14	11,715.35	34,596.00	22,880.65	33.86
11-22-00-55320	FD VOICE MAIL LEASE	.00	.00	.00	.00	.00
11-22-00-56100	CPR CLASS PAY	815.50	860.59	1,500.00	639.41	57.37
11-22-00-57350	GRANT PURCHASES	.00	.00	3,000.00	3,000.00	.00
11-22-00-57360	DONATION PURCHASES	.00	1,058.42	2,000.00	941.58	52.92
11-22-00-57365	DONATION PURCHASES-FIRST RESP	.00	3,799.62	.00	3,799.62-	.00
11-22-00-57500	SPRINKLER SYSTEMS EXPENSES	547.50	757.50	7,500.00	6,742.50	10.10
11-22-00-58000	FIRE EQUIPMENT/SUPPLIES	339.57	3,904.37	5,000.00	1,095.63	78.09
11-22-00-58100	EMS EQUIPMENT/SUPPLIES	1,276.88	9,334.22	24,750.00	15,415.78	37.71
11-22-00-58110	SPECIALIZED TEAMS EQUIP/SUP	1,290.00	3,029.70	5,000.00	1,970.30	60.59
11-22-00-58200	STATE MANDATED EQUIP TESTING	8,960.53	18,649.90	59,408.00	40,758.10	31.39
11-22-00-58300	ACT 102 EXPENSES	.00	.00	5,627.00	5,627.00	.00
11-22-00-58400	PRE-EMPLOYMENT TESTING	.00	.00	2,500.00	2,500.00	.00
11-22-00-58410	EMPLOYEE HEALTH & WELLNESS	.00	.00	2,095.00	2,095.00	.00
11-22-00-58500	EQUIPMENT OUTLAY	2,249.21	17,877.08	32,900.00	15,022.92	54.34
Total FIRE DEPARTMENT:		240,354.44	1,219,102.23	2,728,217.00	1,509,114.77	44.68

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
PROGRAM: 10						
11-22-10-52290	FIRE PROTECTION-HYDRANT RENTA	.00	.00	.00	.00	.00
Total PROGRAM: 10:		.00	.00	.00	.00	.00
Total FIRE DEPARTMENT:		385,861.62	1,829,486.67	3,989,566.00	2,160,079.33	45.86
BUILDING AND ZONING						
BUILDING AND ZONING						
11-24-00-44300	BUILDING PERMITS	21,840.98	106,884.14	250,000.00	143,115.86	42.75
11-24-00-44310	ELECTRICAL PERMITS	7,314.16	38,945.40	90,000.00	51,054.60	43.27
11-24-00-44320	PLUMBING PERMITS	6,149.00	28,116.00	60,000.00	31,884.00	46.86
11-24-00-44330	HVAC PERMITS	4,301.28	25,582.93	55,000.00	29,417.07	46.51
11-24-00-44340	UTILITY PERMITS	.00	.00	.00	.00	.00
11-24-00-44360	MISCELLANEOUS FEES	.00	.00	.00	.00	.00
11-24-00-44400	ZONING PERMITS & FEES	3,400.00	19,630.00	55,000.00	35,370.00	35.69
11-24-00-46300	TRASH PICK-UP REVENUE	.00	.00	.00	.00	.00
Total BUILDING AND ZONING:		43,005.42	219,158.47	510,000.00	290,841.53	42.97
BUILDING AND ZONING						
11-24-00-51100	BUILDING INSPECTOR SALARIES	7,398.40	51,522.24	92,939.00	41,416.76	55.44
11-24-00-51200	BUILDING INSPECTION WAGES	8,966.56	62,930.94	119,950.00	57,019.06	52.46
11-24-00-51330	INSURANCE DEDUCTIBLE REIMB	.00	.00	.00	.00	.00
11-24-00-51340	BLDG INSPECTOR LIFE INSURANCE	50.81	324.03	760.00	435.97	42.64
11-24-00-51345	BLDG INSPECTOR HEALTH INSUR	4,462.85	26,909.68	44,655.00	17,745.32	60.26
11-24-00-51350	BLDG INSPECTOR DENTAL INSUR	249.49	1,646.80	2,930.00	1,283.20	56.20
11-24-00-51355	BLDG INSPECTOR VISION INS	14.08	87.62	135.00	47.38	64.90
11-24-00-51360	BLDG INSPECTOR RETIREMENT FUN	1,135.48	7,930.18	14,450.00	6,519.82	54.88
11-24-00-51370	BLDG INSPECTOR DISABILITY INS	52.51	329.54	635.00	305.46	51.90
11-24-00-51520	BLDG INSPECTOR SOCIAL SECURITY	1,240.51	8,677.42	16,259.00	7,581.58	53.37
11-24-00-52170	CONTRACT-ELEVATOR INSPECTION	.00	.00	.00	.00	.00
11-24-00-52180	CONTRACTS-WEIGHTS & MEASURES	2,400.00	2,400.00	4,800.00	2,400.00	50.00
11-24-00-52190	CONTRACT BUILDING INSPECTOR	540.00	3,450.00	11,000.00	7,550.00	31.36
11-24-00-52620	TELEPHONE EXPENSE	35.72	268.84	1,200.00	931.16	22.40
11-24-00-53100	BLDG INSPECTOR OFFICE SUPPLIES	2,393.73	3,589.41	10,500.00	6,910.59	34.18
11-24-00-53200	MEMBERSHIP DUES & FEES	192.09	263.19	600.00	336.81	43.87
11-24-00-53300	BLDG INSPECTOR TRAVEL-MILEAGE	153.34	2,492.25	6,500.00	4,007.75	38.34
11-24-00-53310	BLDG INSP-MEALS & LODGING	.00	616.20	2,500.00	1,883.80	24.65
11-24-00-53320	CONFERENCES & SCHOOL	250.00	970.00	2,500.00	1,530.00	38.80
11-24-00-53350	OTHER PROFESSIONAL FEES	225.18	2,605.04	40,000.00	37,394.96	6.51
11-24-00-53990	BLDG INSPECTOR MISC EXPENSES	.00	.00	100.00	100.00	.00
11-24-00-54500	COMPUTER IT SVC & EQUIPMENT	.00	4,575.00	4,000.00	575.00-	114.38
11-24-00-58100	EQUIPMENT OUTLAY	.00	.00	.00	.00	.00
Total BUILDING AND ZONING:		29,760.75	181,588.38	376,413.00	194,824.62	48.24
Total BUILDING AND ZONING:		72,766.17	400,746.85	886,413.00	485,666.15	45.21
EMERGENCY MANAGEMENT						
EMERGENCY MANAGEMENT						
11-29-00-43530	FEDERAL GRANTS	.00	.00	.00	.00	.00
11-29-00-43540	STATE GRANTS	.00	.00	.00	.00	.00
Total EMERGENCY MANAGEMENT:		.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
EMERGENCY MANAGEMENT						
11-29-00-51200	EMER MGMT PART TIME WAGES	227.40	363.84	2,000.00	1,636.16	18.19
11-29-00-51360	EMER MGMT RETIREMENT	30.07	66.09	345.00	278.91	19.16
11-29-00-51520	EMER MGMT SOCIAL SEC	16.46	26.92	153.00	126.08	17.59
11-29-00-52100	SIREN REPAIRS	3,911.00	3,911.00	8,700.00	4,789.00	44.95
11-29-00-52210	EMER MGMT TELEPHONE EXP	.00	.00	600.00	600.00	.00
11-29-00-52220	SIRENS ELECTRICTY	47.90	308.47	600.00	291.53	51.41
11-29-00-52500	FIRE SIREN REPAIRS	.00	.00	.00	.00	.00
11-29-00-53100	EMER MGMT OFFICE SUPPLIES	305.50	305.50	500.00	194.50	61.10
11-29-00-53310	EMER MGMT MEALS, LODGING, ETC	.00	.00	500.00	500.00	.00
11-29-00-53400	EMER MGMT SUPPLIES	.00	.00	3,000.00	3,000.00	.00
11-29-00-53600	ONE CALL NOW PROGRAM	.00	.00	3,000.00	3,000.00	.00
11-29-00-53610	EMER MGMT VEHICLE MAINT/SVC	.00	.00	1,000.00	1,000.00	.00
11-29-00-53990	EMER MGMT MISC EXP	390.95	390.95	500.00	109.05	78.19
11-29-00-54100	EMER MGMT TRAINING EXP	.00	.00	500.00	500.00	.00
11-29-00-54130	PUBLIC EDUCATION	.00	.00	800.00	800.00	.00
11-29-00-54140	MEDICAL RESERVE CORPS	.00	.00	1,900.00	1,900.00	.00
11-29-00-54150	OUTSOURCED-COOP/COG	.00	.00	.00	.00	.00
11-29-00-55310	EMER MGMT COPYING COSTS	.00	.00	.00	.00	.00
11-29-00-57350	GRANT PURCHASES	.00	.00	.00	.00	.00
11-29-00-58000	FIRE SIRENS	.00	.00	.00	.00	.00
11-29-00-58100	EQUIPMENT OUTLAY	.00	.00	.00	.00	.00
Total EMERGENCY MANAGEMENT:		4,929.28	5,372.77	24,098.00	18,725.23	22.30
Total EMERGENCY MANAGEMENT:		4,929.28	5,372.77	24,098.00	18,725.23	22.30
DPW AND ENGINEERING						
DPW AND ENGINEERING						
11-30-00-52160	CITY ENGINEERING FEES	18,903.45	36,394.98	15,000.00	21,394.98-	242.63
11-30-00-52170	SURVEYING	.00	.00	15,800.00	15,800.00	.00
Total DPW AND ENGINEERING:		18,903.45	36,394.98	30,800.00	5,594.98-	118.17
Total DPW AND ENGINEERING:		18,903.45	36,394.98	30,800.00	5,594.98-	118.17
STREET DEPARTMENT						
STREET DEPARTMENT						
11-32-10-43550	MISC STREET DEPT GRANTS	.00	.00	.00	.00	.00
11-32-10-43695	OTHER FEDERAL AIDS	.00	.00	.00	.00	.00
11-32-10-44350	PUBLIC WORKS CONST PERMIT	600.00	3,065.00	2,500.00	565.00-	122.60
11-32-10-45220	RESTITUTION-STREET DEPT PROP	.00	6,514.00	.00	6,514.00-	.00
11-32-10-46300	MISC STREET DEPT REVENUE	.00	566.68	1,500.00	933.32	37.78
11-32-10-46440	GRASS/WEED CUTTING	.00	.00	.00	.00	.00
11-32-10-47300	STREET DEPT DONATIONS	.00	.00	.00	.00	.00
Total STREET DEPARTMENT:		600.00	10,145.68	4,000.00	6,145.68-	253.64
STREET DEPARTMENT						
11-32-10-51000	DIRECTOR OF PUBLIC WORKS	8,139.20	56,878.64	107,518.00	50,639.36	52.90
11-32-10-51100	ASST PW DIRECTOR SALARY	.00	.00	.00	.00	.00
11-32-10-51110	REDISTRIBUTABLE ST DEPT LABOR	.00	.00	.00	.00	.00
11-32-10-51200	ST DEPT WAGES	23,337.27	243,469.57	446,025.00	202,555.43	54.59
11-32-10-51250	ST DEPT OVERTIME WAGES	2,073.42	9,162.37	26,000.00	16,837.63	35.24
11-32-10-51260	ST DEPT SEASONAL LABOR	6,925.30	39,921.68	58,690.00	18,768.32	68.02
11-32-10-51270	ST DEPT OFFICE ADMIN ASST	1,919.59	13,550.49	25,925.00	12,374.51	52.27

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-32-10-51330	INS DEDUCTIBLE REIMBURSEMENT	.00	.00	.00	.00	.00
11-32-10-51340	ST DEPT LIFE INSURANCE	85.14	685.34	1,350.00	664.66	50.77
11-32-10-51345	ST DEPT HEALTH INSURANCE	10,126.47	79,046.34	165,000.00	85,953.66	47.91
11-32-10-51350	ST DEPT DENTAL INSURANCE	586.96	4,750.41	9,002.00	4,251.59	52.77
11-32-10-51355	ST DEPT VISION INSURANCE	26.02	188.47	410.00	221.53	45.97
11-32-10-51360	ST DEPT RETIREMENT FUND	2,411.92	22,963.49	39,450.00	16,486.51	58.21
11-32-10-51370	ST DEPT DISABILITY INS	220.15	1,268.37	1,685.00	416.63	75.27
11-32-10-51380	ST DEPT UNIFORM ALLOW	246.27	10,446.27	9,300.00	1,146.27	112.33
11-32-10-51520	ST DEPT SOCIAL SECURITY	3,172.96	27,949.53	48,890.00	20,940.47	57.17
11-32-10-52050	DRUG AND MEDICAL TESTING	.00	267.00	1,600.00	1,333.00	16.69
11-32-10-52210	ST DEPT TELEPHONE EXPENSE	758.37	4,135.36	5,191.00	1,055.64	79.66
11-32-10-52220	ST DEPT BLDG ELECTRICITY	880.58	5,942.45	11,750.00	5,807.55	50.57
11-32-10-52240	ST DEPT BLDG GAS HEAT	564.02	10,624.61	9,343.00	1,281.61	113.72
11-32-10-52260	ST DEPT BLDG-WATER & SEWER	.00	1,073.47	1,500.00	426.53	71.56
11-32-10-52400	ST DEPT BUILDING REPAIRS	.00	3,082.08	6,000.00	2,917.92	51.37
11-32-10-52500	ST DEPT EQUIPMENT REPAIRS	2,856.33	15,876.73	96,000.00	80,123.27	16.54
11-32-10-52620	ST DEPT COMM SYSTEM MAINT FEES	.00	670.00	1,500.00	830.00	44.67
11-32-10-52700	SIDEWALK REPAIRS	140.00	5,995.48	27,500.00	21,504.52	21.80
11-32-10-53300	MILEAGE/TRAVEL	.00	144.76	500.00	355.24	28.95
11-32-10-53310	MEALS/LODGING	.00	.00	750.00	750.00	.00
11-32-10-53320	CONFERENCES/DUES	181.00	1,773.75	1,500.00	273.75	118.25
11-32-10-53400	OPERATING SUPPLIES-STREET DEPT	1,865.33	6,454.33	20,000.00	13,545.67	32.27
11-32-10-53410	VEHICLE-FUEL & OIL	1,782.08	49,143.40	125,000.00	75,856.60	39.31
11-32-10-53420	MOSQUITO CONTROL	.00	.00	5,500.00	5,500.00	.00
11-32-10-53440	WEED CUTTING	.00	.00	.00	.00	.00
11-32-10-53450	SAFETY GRANT EXPENDITURES	.00	1,397.04	1,500.00	102.96	93.14
11-32-10-53500	BLDG MAINT SUPPLIES-STR DEPT	176.44	1,170.94	4,500.00	3,329.06	26.02
11-32-10-53510	VEHICLE/EQUIPMENT MAINTENANCE	869.70	9,497.36	32,000.00	22,502.64	29.68
11-32-10-53600	ST DEPT BLDG MAINT SERV COSTS	540.41	2,333.95	6,500.00	4,166.05	35.91
11-32-10-53700	ROAD MAINTENANCE SUPPLIES	83.82	20,963.60	79,500.00	58,536.40	26.37
11-32-10-53750	STREET CRACK FILLING	.00	.00	.00	.00	.00
11-32-10-53900	FIRST AID AND SAFETY SUPPLIES	.00	3,403.23	2,500.00	903.23	136.13
11-32-10-53990	ST DEPT MISCELLANEOUS EXP	.00	1,628.35	3,000.00	1,371.65	54.28
11-32-10-55000	COVID-19 EXPENDITURES	.00	.00	.00	.00	.00
11-32-10-57360	DONATION PURCHASES	.00	.00	.00	.00	.00
Total STREET DEPARTMENT:		69,968.75	655,858.86	1,382,379.00	726,520.14	47.44
SNOW AND ICE						
11-32-12-46310	SNOW & ICE CONTROL	1,330.00	5,120.00	10,000.00	4,880.00	51.20
Total SNOW AND ICE:		1,330.00	5,120.00	10,000.00	4,880.00	51.20
SNOW AND ICE						
11-32-12-51200	SNOW & ICE CONTROL WAGES	.00	23,816.48	44,500.00	20,683.52	53.52
11-32-12-51250	SNOW & ICE CONTROL OVERTIME	.00	32,809.28	2,700.00	30,109.28	1,215.16
11-32-12-51340	SNOW & ICE LIFE INSURANCE	.00	28.57	120.00	91.43	23.81
11-32-12-51345	SNOW & ICE HEALTH INSURANCE	.00	4,958.83	14,000.00	9,041.17	35.42
11-32-12-51350	SNOW & ICE DENTAL INSURANCE	.00	271.02	750.00	478.98	36.14
11-32-12-51355	SNOW & ICE VISION INSURANCE	.00	14.48	30.00	15.52	48.27
11-32-12-51360	SNOW & ICE RETIREMENT FUND	.00	3,850.58	3,100.00	750.58	124.21
11-32-12-51370	SNOW & ICE DISABILITY INS	.00	.00	125.00	125.00	.00
11-32-12-51520	SNOW & ICE SOCIAL SECURITY	.00	4,232.01	5,049.00	816.99	83.82
11-32-12-52200	CONTRACT HAULING SERVICES	.00	9,030.00	47,000.00	37,970.00	19.21
11-32-12-52500	SNOW & ICE CONTROL-REPAIRS	.00	1,639.12	8,000.00	6,360.88	20.49
11-32-12-53100	SNOW & ICE OFFICE SUPPLIES	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-32-12-53400	OPERATING SUPPLIES-SNOW & ICE	.00	41,906.16	105,000.00	63,093.84	39.91
11-32-12-53440	SNOW REMOVAL EXPENSES	.00	6,450.00	20,000.00	13,550.00	32.25
11-32-12-53510	EQUIP MAINT SUPPL-SNOW & ICE	.00	8,246.18	8,500.00	253.82	97.01
Total SNOW AND ICE:		.00	137,252.71	258,874.00	121,621.29	53.02
TREE AND BRUSH						
11-32-13-46440	BRUSH PICKUP CHARGES	.00	.00	250.00	250.00	.00
11-32-13-46810	SALE OF TREES	.00	.00	.00	.00	.00
11-32-13-48510	DONATIONS TO TREE PROGRAM	1,356.53	2,081.53	750.00	1,331.53-	277.54
Total TREE AND BRUSH:		1,356.53	2,081.53	1,000.00	1,081.53-	208.15
TREE AND BRUSH						
11-32-13-51200	TREE & BRUSH WAGES	18,821.00	92,112.15	150,350.00	58,237.85	61.27
11-32-13-51250	TREE & BRUSH OVERTIME	192.69	1,048.83	8,485.00	7,436.17	12.36
11-32-13-51340	TREE & BRUSH LIFE INSURANCE	31.30	173.52	385.00	211.48	45.07
11-32-13-51345	TREE & BRUSH HEALTH INSURANCE	5,522.27	31,823.41	45,000.00	13,176.59	70.72
11-32-13-51350	TREE & BRUSH DENTAL INSURANCE	292.07	1,651.85	2,640.00	988.15	62.57
11-32-13-51355	TREE & BRUSH VISION INSURANCE	14.47	74.22	140.00	65.78	53.01
11-32-13-51360	TREE & BRUSH RETIREMENT FUND	1,292.94	6,335.02	9,781.00	3,445.98	64.77
11-32-13-51370	TREE & BRUSH DISABILITY INS	17.96	107.76	400.00	292.24	26.94
11-32-13-51520	TREE & BRUSH SOC SEC	1,401.56	6,900.87	11,004.00	4,103.13	62.71
11-32-13-52200	FORESTRY SERVICES	.00	.00	2,500.00	2,500.00	.00
11-32-13-53440	BRUSH PICKUP EXPENSES	.00	.00	500.00	500.00	.00
11-32-13-53460	PURCHASE OF TREES	159.65	159.65	15,000.00	14,840.35	1.06
11-32-13-54100	TRAINING & SEMINARS	.00	1,272.52	1,750.00	477.48	72.72
11-32-13-54200	TREE & BRUSH-REPAIR	47.70-	427.93	4,000.00	3,572.07	10.70
11-32-13-54300	TREE & BRUSH OPER SUPPLIES	2,105.84	6,011.12	21,500.00	15,488.88	27.96
11-32-13-54400	MISC TREE BOARD EXPENSES	.00	.00	.00	.00	.00
11-32-13-56810	MEMORIAL TREE PURCHASES	.00	.00	.00	.00	.00
Total TREE AND BRUSH:		29,804.05	148,098.85	273,435.00	125,336.15	54.16
COMPOST OPERATIONS						
11-32-14-51200	COMPOSTING ST DEPT WAGES	1,192.62	3,939.24	46,630.00	42,690.76	8.45
11-32-14-51250	COMPOSTING OVERTIME	.00	.00	2,800.00	2,800.00	.00
11-32-14-51340	COMPOSTING LIFE INS	2.11	6.30	110.00	103.70	5.73
11-32-14-51345	COMPOSTING HEALTH INSURANCE	924.73	2,681.78	14,472.00	11,790.22	18.53
11-32-14-51350	COMPOSTING DENTAL INSURANCE	41.47	115.89	850.00	734.11	13.63
11-32-14-51355	COMPOSTING VISION INSURANCE	2.39	8.16	35.00	26.84	23.31
11-32-14-51360	COMPOSTING RETIREMENT FUND	81.10	267.86	3,360.00	3,092.14	7.97
11-32-14-51370	COMPOSTING DISABILITY INS	.00	.00	150.00	150.00	.00
11-32-14-51520	COMPOSTING SOCIAL SECURITY	85.04	279.57	3,780.00	3,500.43	7.40
11-32-14-52200	COMPOSTING SERVICES	.00	.00	34,000.00	34,000.00	.00
11-32-14-54300	COMPOSTING OPERATING SUPPLIES	.00	50.41-	2,500.00	2,550.41	2.02-
Total COMPOST OPERATIONS:		2,329.46	7,248.39	108,687.00	101,438.61	6.67
STORM SEWER						
11-32-15-51200	STORM SEWER WAGES	81.56	1,879.24	5,625.00	3,745.76	33.41
11-32-15-51230	STORM SEWER WAGES DIG HOT	672.87	3,098.22	4,215.00	1,116.78	73.50
11-32-15-51250	STORM SEWER OVERTIME	.00	.00	.00	.00	.00
11-32-15-51340	STORM SEWER LIFE INS	1.12	6.49	20.00	13.51	32.45
11-32-15-51345	STORM SEWER HEALTH INSURANCE	.00	889.77	5,000.00	4,110.23	17.80
11-32-15-51350	STORM SEWER DENTAL INSURANCE	10.80	88.11	150.00	61.89	58.74

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-32-15-51355	STORM SEWER VISION INSURANCE	.00	2.93	15.00	12.07	19.53
11-32-15-51360	STORM SEWER RETIREMENT	51.29	336.44	850.00	513.56	39.58
11-32-15-51370	STORM SEWER DISABILITY INS	.00	.00	15.00	15.00	.00
11-32-15-51520	STORM SEWER SOC SEC	57.72	370.79	750.00	379.21	49.44
11-32-15-54500	STORM SEWER MAINTENANCE	.00	311.33	12,000.00	11,688.67	2.59
11-32-15-54600	STORM SEWER DIGGERS HOTLINE	.00	640.00	2,300.00	1,660.00	27.83
11-32-15-54700	REPAVING MAINTENANCE COSTS	.00	.00	.00	.00	.00
Total STORM SEWER:		875.36	7,623.32	30,940.00	23,316.68	24.64
Total STREET DEPARTMENT:		103,604.15	973,429.34	2,069,315.00	1,095,885.66	47.04
TRAFFIC CONTROL						
TRAFFIC CONTROL						
11-34-10-46390	CAR TOWING REIMBURSEMENTS	1,005.00	1,205.00	1,500.00	295.00	80.33
Total TRAFFIC CONTROL:		1,005.00	1,205.00	1,500.00	295.00	80.33
TRAFFIC CONTROL						
11-34-10-51200	TRAFFIC CONTROL WAGES	163.12	591.31	2,100.00	1,508.69	28.16
11-34-10-51250	TRAFFIC CONTROL OVERTIME	.00	244.68	500.00	255.32	48.94
11-34-10-51340	TRAFFIC CONTROL LIFE INS	.56	1.22	5.00	3.78	24.40
11-34-10-51345	TRAFFIC CONTROL HEALTH INSUR	.00	.00	650.00	650.00	.00
11-34-10-51350	TRAFFIC CONTROL DENTAL INSUR	5.40	12.57	50.00	37.43	25.14
11-34-10-51355	TRAFFIC CONTROL VISION INS	.00	.00	2.00	2.00	.00
11-34-10-51360	TRAFFIC CONTROL RETIREMENT	11.09	56.85	170.00	113.15	33.44
11-34-10-51370	TRAFFIC CONTROL DISABILITY INS	.00	.00	5.00	5.00	.00
11-34-10-51520	TRAFFIC CONTROL SOCIAL SEC	12.48	63.95	192.00	128.05	33.31
11-34-10-52220	ELECTRICITY-FLASHERS	368.04	2,432.04	5,000.00	2,567.96	48.64
11-34-10-52230	STREET LIGHTS ELECTRICITY	9,335.90	57,088.93	107,250.00	50,161.07	53.23
11-34-10-52600	REPAIRS-TRAFFIC SIGNALS,ETC	4,486.65	4,799.15	9,500.00	4,700.85	50.52
11-34-10-52610	STREET LIGHTS REPAIRS	2,076.79	3,230.82	5,000.00	1,769.18	64.62
11-34-10-52900	CAR TOWING	805.00	2,458.00	3,000.00	542.00	81.93
11-34-10-53700	MARKING PAINT	41.92	13,648.53	15,000.00	1,351.47	90.99
11-34-10-53740	STREET IDENTIFICATION SIGNS	.00	1,017.40	2,500.00	1,482.60	40.70
11-34-10-53750	TRAFFIC CONTROL STREET SIGNS	.00	61.87	5,500.00	5,438.13	1.12
11-34-10-53940	STREET DECORATIONS	199.96	199.96	3,500.00	3,300.04	5.71
Total TRAFFIC CONTROL:		17,506.91	85,907.28	159,924.00	74,016.72	53.72
Total TRAFFIC CONTROL:		18,511.91	87,112.28	161,424.00	74,311.72	53.96
SANITATION AND RECYCLING						
SANITATION AND RECYCLING						
11-36-00-52940	SOLID WASTE-RESIDENTIAL	37,199.58	223,057.47	424,180.00	201,122.53	52.59
11-36-00-52950	SOLID WASTE-CONDOMINIUMS	.00	.00	.00	.00	.00
11-36-00-52960	SOLID WASTE-STREET DEPT	.00	39,346.88	12,500.00	26,846.88-	314.78
11-36-00-52970	SOLID WASTE-RECYCLING	20,413.14	142,968.81	239,350.00	96,381.19	59.73
Total SANITATION AND RECYCLING:		57,612.72	405,373.16	676,030.00	270,656.84	59.96
Total SANITATION AND RECYCLING:		57,612.72	405,373.16	676,030.00	270,656.84	59.96
MUSEUM						
MUSEUM						
11-51-10-52220	MUSEUM-ELECTRICITY	547.61	4,498.14	11,500.00	7,001.86	39.11

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-51-10-52240	MUSEUM-GAS HEAT	260.81	4,926.54	5,144.00	217.46	95.77
11-51-10-52260	MUSEUM-WATER & SEWER EXP	.00	1,259.71	2,000.00	740.29	62.99
11-51-10-52400	MUSEUM-MAINTENANCE & REPAIRS	2,285.77	3,928.14	5,000.00	1,071.86	78.56
11-51-10-57350	MUSEUM-OPERATIONS SUBSIDY	.00	6,500.00	13,000.00	6,500.00	50.00
Total MUSEUM:		3,094.19	21,112.53	36,644.00	15,531.47	57.62
Total MUSEUM:		3,094.19	21,112.53	36,644.00	15,531.47	57.62

PARKS

11-52-00-46740	PARK APPLICATION FEE	.00	.00	.00	.00	.00
11-52-00-46750	PARK USE FEES	2,918.18	3,347.66	7,200.00	3,852.34	46.50
11-52-00-48500	PARK DONATIONS	343.00	4,920.85	5,000.00	79.15	98.42
11-52-00-48510	PARK DONATIONS-YMCA	.00	.00	.00	.00	.00
11-52-00-48600	PARK FUND GRANTS	.00	.00	.00	.00	.00
11-52-00-48910	PARK FUND COLLECTIONS	.00	.00	3,000.00	3,000.00	.00
Total PARKS:		3,261.18	8,268.51	15,200.00	6,931.49	54.40

PARKS

11-52-00-51100	PARKS/REC DIRECTOR	.00	.00	90,000.00	90,000.00	.00
11-52-00-51200	PARKS WAGES	12,363.58	38,752.26	85,000.00	46,247.74	45.59
11-52-00-51250	PARKS OVERTIME WAGES	460.67	3,646.39	12,500.00	8,853.61	29.17
11-52-00-51340	PARKS LIFE INSURANCE	20.19	54.35	235.00	180.65	23.13
11-52-00-51345	PARKS HEALTH INSURANCE	3,896.28	13,542.48	36,000.00	22,457.52	37.62
11-52-00-51350	PARKS DENTAL INSURANCE	212.99	676.63	2,100.00	1,423.37	32.22
11-52-00-51355	PARKS VISION INSURANCE	11.76	42.29	100.00	57.71	42.29
11-52-00-51360	PARKS RETIREMENT FUND	872.09	2,883.16	12,750.00	9,866.84	22.61
11-52-00-51370	PARKS DISABILITY INS	.00	.00	350.00	350.00	.00
11-52-00-51520	PARKS SOCIAL SECURITY	946.19	3,126.60	14,345.00	11,218.40	21.80
11-52-00-52220	PARKS ELECTRICITY	588.95	4,511.91	9,000.00	4,488.09	50.13
11-52-00-52240	PARKS GAS HEAT	73.65	1,265.11	.00	1,265.11-	.00
11-52-00-52260	PARKS WATER & SEWER EXP	.00	1,742.14	6,500.00	4,757.86	26.80
11-52-00-52270	FOUNTAINS/STATUES-WATER/SEWER	175.00	1,533.20	3,500.00	1,966.80	43.81
11-52-00-52410	BLDG MAINT&REPAIR-PARKS	.00	419.17	6,500.00	6,080.83	6.45
11-52-00-52500	EQUIPMENT REPAIR SERVICES	426.87	3,407.53	6,000.00	2,592.47	56.79
11-52-00-53400	PARKS OPERATING SUPPLIES	265.94	3,440.83	2,200.00	1,240.83-	156.40
11-52-00-53500	BLDG MAINT SUPPLIES-PARKS	104.34	10,411.95	26,000.00	15,588.05	40.05
11-52-00-53520	GROUNDS MAINT SUPPLIES	2,442.47	11,455.85	22,000.00	10,544.15	52.07
11-52-00-53620	GROUNDS FERTILIZER/WEED CONTR	.00	3,987.85	7,500.00	3,512.15	53.17
11-52-00-53990	PARKS MISCELLANEOUS EXPENSES	.00	169.13	3,000.00	2,830.87	5.64
11-52-00-57360	PARK DONATION PURCHASES	4,065.00	4,809.70	.00	4,809.70-	.00
11-52-00-57370	PARK DONATION PURCHASES-YMCA	.00	.00	.00	.00	.00
11-52-00-58400	4 SEASON NATURE PRESERVE	.00	6,835.00	7,500.00	665.00	91.13
11-52-00-59220	DUNN FIELD ELECTRIC	111.12	831.02	1,800.00	968.98	46.17
11-52-00-59500	BLDG MAINT SUPPLIES-RECREATION	.00	.00	.00	.00	.00
11-52-00-59510	EQUIP MAINT SUPPL-RECREATION	.00	.00	4,500.00	4,500.00	.00
Total PARKS:		27,037.09	117,544.55	359,380.00	241,835.45	32.71

VETERANS PARK

11-52-01-51200	VETS PARKS WAGES	4,811.20	23,924.32	51,315.00	27,390.68	46.62
11-52-01-51250	VETS PARKS OVERTIME	777.06	2,186.60	3,100.00	913.40	70.54
11-52-01-51340	VETS PARK LIFE INSURANCE	23.44	98.62	160.00	61.38	61.64
11-52-01-51345	VETS PARK HEALTH INSURANCE	1,958.47	8,240.33	17,258.00	9,017.67	47.75

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
11-52-01-51350	VETS PARK DENTAL INSURANCE	110.00	483.99	1,067.00	583.01	45.36
11-52-01-51355	VETS PARK VISION INSURANCE	5.72	24.07	60.00	35.93	40.12
11-52-01-51360	VETS PARKS RETIREMENT FUND	380.00	1,775.54	3,378.00	1,602.46	52.56
11-52-01-51370	VETS PARKS DISABILITY INS	16.07	96.42	175.00	78.58	55.10
11-52-01-51520	VETS PARKS SOCIAL SECURITY	410.25	1,924.38	4,159.00	2,234.62	46.27
11-52-01-52220	VETS PARKS ELECTRICITY	547.52	4,661.49	8,000.00	3,338.51	58.27
11-52-01-52240	VETS PARK GAS HEAT	25.71	670.07	1,000.00	329.93	67.01
11-52-01-52260	VETS PARK WATER & SEWER	.00	1,467.68	2,000.00	532.32	73.38
11-52-01-53400	VETS PARK OPERATING SUPPLIES	595.32	768.92	7,000.00	6,231.08	10.98
11-52-01-53500	BLDG MAINT & REPAIR	747.46	1,079.68	2,000.00	920.32	53.98
11-52-01-59520	GROUND MAINTENANCE SUPPLIES	558.00	13,353.77	7,000.00	6,353.77-	190.77
Total VETERANS PARK:		10,966.22	60,755.88	107,672.00	46,916.12	56.43
Total PARKS:		41,264.49	186,568.94	482,252.00	295,683.06	38.69
PLAN COMMISSION						
PLAN COMMISSION						
11-69-30-51100	PLAN COMMISSION SALARIES	.00	.00	.00	.00	.00
11-69-30-51900	PLAN COMMISSION MEETINGS	.00	.00	.00	.00	.00
11-69-30-52120	OUTSIDE PROFESSIONAL PLANNING	345.00	8,807.10	15,000.00	6,192.90	58.71
11-69-30-52130	IMPACT FEES STUDY	3,083.88	5,336.38	20,000.00	14,663.62	26.68
11-69-30-52150	SMART GROWTH SERVICES	.00	.00	2,500.00	2,500.00	.00
11-69-30-52160	COMPREHENSIVE PLAN	.00	.00	20,000.00	20,000.00	.00
11-69-30-52165	PARK PLAN	.00	.00	18,650.00	18,650.00	.00
11-69-30-52170	ECONOMIC DEVELOPMENT	.00	.00	.00	.00	.00
11-69-30-52180	ZONING CODES	.00	553.75	35,000.00	34,446.25	1.58
11-69-30-53100	PLAN COMMISSION OFFICE SUPPL	.00	.00	2,000.00	2,000.00	.00
11-69-30-53140	OFFICAL PUBLICATION & NOTICES	.00	.00	.00	.00	.00
11-69-30-53320	PLAN COMMISSION CONF & SCHOOL	.00	.00	.00	.00	.00
11-69-30-53990	PLAN COMMISSION MISC EXP	.00	.00	.00	.00	.00
Total PLAN COMMISSION:		3,428.88	14,697.23	113,150.00	98,452.77	12.99
Total PLAN COMMISSION:		3,428.88	14,697.23	113,150.00	98,452.77	12.99
MISCELLANEOUS						
MISCELLANEOUS						
11-70-00-47210	HISTORIC PRESERVATION DONATION	.00	.00	75.00	75.00	.00
11-70-00-47230	HISTORIC PLAQUE REIMBURSEMENT	.00	.00	.00	.00	.00
11-70-00-47300	AVIAN DONATIONS	.00	.00	250.00	250.00	.00
Total MISCELLANEOUS:		.00	.00	325.00	325.00	.00
MISCELLANEOUS						
11-70-00-55300	RECREATION PROGRAMS AND EVEN	.00	.00	.00	.00	.00
11-70-00-57100	HOTEL/MOTEL ASSN-CHAM OF COM	.00	.00	.00	.00	.00
11-70-00-57200	HISTORIC PRESERVATION	.00	5,540.00	8,500.00	2,960.00	65.18
11-70-00-57210	EXP FROM HIST PRES DONATIONS	.00	.00	.00	.00	.00
11-70-00-57230	HISTORIC PLAQUE PURCHASES	.00	.00	2,000.00	2,000.00	.00
11-70-00-57500	CEMETERY-OPERATING CONTRIB	.00	.00	.00	.00	.00
11-70-00-57600	YMCA-YOUTH ATHLETIC PROGRAM	.00	40,000.00	60,000.00	20,000.00	66.67
11-70-00-57700	LAKE GENEVA CVB ASSISTANCE	.00	.00	.00	.00	.00
11-70-00-57800	AVIAN COMMITTEE EXPENSES	84.76	716.57	4,125.00	3,408.43	17.37
11-70-00-57810	AVIAN COMMITTEE DONATION EXP	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
Total MISCELLANEOUS:		84.76	46,256.57	74,625.00	28,368.43	61.99
Total MISCELLANEOUS:		84.76	46,256.57	74,950.00	28,693.43	61.72
GENERAL FUND Revenue Total:		394,052.11	5,421,108.19	14,889,603.00	9,468,494.81	36.41
GENERAL FUND Expenditure Total:		1,097,901.85	7,229,463.34	14,814,581.00	7,585,117.66	48.80
Net Total GENERAL FUND:		703,849.74-	1,808,355.15-	75,022.00	1,883,377.15	2,410.43-

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
DEBT SERVICE FUND						
DEBT SERVICE						
DEBT SERVICE						
20-81-00-41110	PROPERTY TAX LEVY	.00	2,024,994.00	2,037,171.00	12,177.00	99.40
20-81-00-48110	INTEREST INCOME	1,375.98	7,528.22	.00	7,528.22-	.00
20-81-00-49000	PROCEEDS FROM BONDS	.00	.00	.00	.00	.00
20-81-00-49050	PREMIUM ON DEBT ISSUANCE	.00	.00	.00	.00	.00
20-81-00-49100	APPLIED PRIOR YR APPROPRIATION	.00	.00	99,150.00	99,150.00	.00
20-81-00-49400	TRANSFER IN FROM GENERAL FUND	.00	.00	.00	.00	.00
20-81-00-49600	TRANSFER IN FROM TOURISM FUND	158,800.00	158,800.00	167,375.00	8,575.00	94.88
Total DEBT SERVICE:		160,175.98	2,191,322.22	2,303,696.00	112,373.78	95.12
DEBT SERVICE						
20-81-00-52160	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
20-81-00-56130	2003 REF GO BONDS-PRINCIPAL	.00	.00	.00	.00	.00
20-81-00-56150	2006 REF GO BONDS-PRINCIPAL	.00	.00	.00	.00	.00
20-81-00-56240	2011 PROM NOTE-PRINCIPAL	.00	.00	.00	.00	.00
20-81-00-56250	2011 SHARED SAVINGS-PRINCIPAL	.00	.00	.00	.00	.00
20-81-00-56260	2014 PROM NOTE-PRINCIPAL	.00	385,000.00	385,000.00	.00	100.00
20-81-00-56270	2017 GO LOAN-PRINCIPAL	.00	350,000.00	700,000.00	350,000.00	50.00
20-81-00-56280	2021 GO LOAN 2021A-PRINCIPAL	.00	150,000.00	150,000.00	.00	100.00
20-81-00-56290	2021 GO LOAN 2021B-PRINCIPAL	.00	410,000.00	410,000.00	.00	100.00
20-81-00-56300	2022 GO LOAN 2022-PRINCIPAL	.00	295,000.00	295,000.00	.00	100.00
20-81-00-56530	2003 REF GO BONDS-INTEREST	.00	.00	.00	.00	.00
20-81-00-56550	2006 REF GO BONDS-INTEREST	.00	.00	.00	.00	.00
20-81-00-56560	2011 PROM NOTE-INTEREST	.00	.00	.00	.00	.00
20-81-00-56570	2014 PROM NOTE-INTEREST	.00	3,850.00	3,850.00	.00	100.00
20-81-00-56580	2017 GO LOAN-INTEREST	.00	35,785.31	67,480.00	31,694.69	53.03
20-81-00-56590	2021 GO LOAN 2021A-INTEREST	.00	8,800.00	17,375.00	8,575.00	50.65
20-81-00-56600	2021 GO LOAN 2021B-INTEREST	.00	51,625.00	99,150.00	47,525.00	52.07
20-81-00-56640	2011 SHARED SAVINGS-INTEREST	.00	.00	.00	.00	.00
20-81-00-56700	2022 GO LOAN 2022-INTEREST	.00	39,470.63	175,841.00	136,370.37	22.45
20-81-00-59500	TRANSFER TO GENERAL FUND	.00	.00	.00	.00	.00
Total DEBT SERVICE:		.00	1,729,530.94	2,303,696.00	574,165.06	75.08
Total DEBT SERVICE:		160,175.98	3,920,853.16	4,607,392.00	686,538.84	85.10
DEBT SERVICE FUND Revenue Total:		160,175.98	2,191,322.22	2,303,696.00	112,373.78	95.12
DEBT SERVICE FUND Expenditure Total:		.00	1,729,530.94	2,303,696.00	574,165.06	75.08
Net Total DEBT SERVICE FUND:		160,175.98	461,791.28	.00	461,791.28-	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
LAKEFRONT FUND						
LAKEFRONT FUND						
LAKEFRONT FUND						
40-00-00-48110	INTEREST INCOME	6,422.47	31,420.26	2,000.00	29,420.26-	1,571.01
40-00-00-49100	APPL. PRIOR YR APPROPRIATIONS	.00	.00	132,913.20	132,913.20	.00
Total LAKEFRONT FUND:		6,422.47	31,420.26	134,913.20	103,492.94	23.29
Total LAKEFRONT FUND:		6,422.47	31,420.26	134,913.20	103,492.94	23.29
BUOYS AND BOAT STALLS						
BUOYS AND BOAT STALLS						
40-52-10-46750	BUOY/BOAT STALL WAITING LIST	250.00	950.00	1,200.00	250.00	79.17
40-52-10-46755	KAYAK WAITING LIST	10.00	40.00	125.00	85.00	32.00
40-52-10-46760	BUOY/STALL LATE FEES	.00	175.00	600.00	425.00	29.17
40-52-10-46770	BUOY & SLIP LEASES-CITY	872.04	214,866.07	218,065.00	3,198.93	98.53
40-52-10-46780	KAYAK RENTAL	.00	8,722.48	8,100.00	622.48-	107.68
40-52-10-47250	DONATIONS - LAKEFRONT	.00	.00	.00	.00	.00
Total BUOYS AND BOAT STALLS:		1,132.04	224,753.55	228,090.00	3,336.45	98.54
BUOYS AND BOAT STALLS						
40-52-10-51100	HARBORMASTER SALARY	3,094.91	20,116.79	42,250.00	22,133.21	47.61
40-52-10-51105	HARBORMASTER OT	.00	.00	.00	.00	.00
40-52-10-51200	PIERS WAGES	.00	.00	.00	.00	.00
40-52-10-51340	HARBOR LIFE INSURANCE	.00	.00	.00	.00	.00
40-52-10-51345	HARBOR HEALTH INSURANCE	.00	.00	.00	.00	.00
40-52-10-51355	HARBOR VISION INSURANCE	.00	.00	.00	.00	.00
40-52-10-51360	HARBOR RETIREMENT EXP	.00	.00	.00	.00	.00
40-52-10-51520	HARBOR SOCIAL SECURITY	236.76	1,538.92	3,232.00	1,693.08	47.62
40-52-10-52110	PIER MAINTENANCE CONTRACT	.00	28,952.00	44,664.00	15,712.00	64.82
40-52-10-52640	BUOYS & BOAT STALLS-REPAIRS	.00	15,675.24	62,250.00	46,574.76	25.18
40-52-10-53140	LIABILITY & PROPERTY INSURANCE	.00	1,052.50	2,000.00	947.50	52.63
40-52-10-53510	EQUIP MAINT SUPP-BUOYS,STALLS	.00	.00	2,000.00	2,000.00	.00
40-52-10-53980	WEST PIER REPLACEMENT FUND	.00	52,902.65	26,650.00	26,252.65-	198.51
40-52-10-53990	BUOY/STALL MISC. EXPENSES	.00	106.02	2,500.00	2,393.98	4.24
40-52-10-58000	PIER/SLIPS OUTLAY	.00	.00	.00	.00	.00
Total BUOYS AND BOAT STALLS:		3,331.67	120,344.12	185,546.00	65,201.88	64.86
BOAT LAUNCH						
40-52-11-46000	LAUNCH RAMP OVERAGE/SHORTAGE	.00	.00	.00	.00	.00
40-52-11-46750	LAUNCH PASS FEES	2,992.91	7,220.45	8,000.00	779.55	90.26
40-52-11-46760	BOAT LAUNCH RAMP INCOME	2,997.16	10,087.21	20,000.00	9,912.79	50.44
Total BOAT LAUNCH:		5,990.07	17,307.66	28,000.00	10,692.34	61.81
BOAT LAUNCH						
40-52-11-51200	LAUNCH RAMP WAGES	864.20	7,508.54	19,727.00	12,218.46	38.06
40-52-11-51520	LAUNCH RAMP SOC SEC	66.12	574.40	1,510.00	935.60	38.04
40-52-11-52520	LAUNCH RAMP REPAIRS	.00	.00	2,500.00	2,500.00	.00
40-52-11-53520	LAUNCH RAMP MAINT SUPPLIES	28.88	28.88	500.00	471.12	5.78
40-52-11-53620	LAUNCH RAMP MAINT SERVICE COS	.00	.00	.00	.00	.00
40-52-11-53990	LAUNCH RAMP MISCELLANEOUS	.00	743.09	500.00	243.09-	148.62
40-52-11-58100	LAUNCH RAMP OUTLAY	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
Total BOAT LAUNCH:		959.20	8,854.91	24,737.00	15,882.09	35.80
Total BUOYS AND BOAT STALLS:		11,412.98	371,260.24	466,373.00	95,112.76	79.61
BEACH						
BEACH						
40-54-10-43660	DNR LAKE PATROL GRANT	.00	31,652.75	30,000.00	1,652.75-	105.51
40-54-10-46100	MISC BEACH REVENUE	.00	.00	.00	.00	.00
40-54-10-46730	BEACH REVENUE	37,013.70	196,584.64	583,000.00	386,415.36	33.72
40-54-10-46735	BEACH REVENUE-VIPLY	.00	8,445.50	29,700.00	21,254.50	28.44
40-54-10-46740	BEACH PASS RESIDENTS	5,708.44	22,340.20	20,000.00	2,340.20-	111.70
40-54-10-46750	BEACH PASS - SEASONAL	.00	94.79	500.00	405.21	18.96
Total BEACH:		42,722.14	259,117.88	663,200.00	404,082.12	39.07
BEACH						
40-54-10-51200	BEACH MTCE WAGES	3,319.92	10,423.03	5,991.00	4,432.03-	173.98
40-54-10-51250	BEACH MTCE OVERTIME WAGES	26.58	828.73	3,500.00	2,671.27	23.68
40-54-10-51260	BEACH SEASONAL WAGES	417.74	35,165.68	80,446.00	45,280.32	43.71
40-54-10-51340	BEACH MTCE LIFE INS	18.59	41.19	15.00	26.19-	274.60
40-54-10-51345	BEACH MTCE HEALTH INSURANCE	2,176.99	5,005.00	1,859.00	3,146.00-	269.23
40-54-10-51350	BEACH MTCE DENTAL INSURANCE	93.72	216.47	110.00	106.47-	196.79
40-54-10-51355	BEACH MTCE VISION INSURANCE	.00	1.85	5.00	3.15	37.00
40-54-10-51360	BEACH MTCE RETIREMENT FUND	227.56	749.24	435.00	314.24-	172.24
40-54-10-51370	BEACH MTCE DISABILITY INS	.00	.00	20.00	20.00	.00
40-54-10-51520	BEACH SOCIAL SECURITY	273.01	3,503.68	6,880.00	3,376.32	50.93
40-54-10-52210	BEACH TELEPHONE	68.26	373.02	1,050.00	676.98	35.53
40-54-10-52220	BEACH ELECTRIC	284.11	2,442.80	5,000.00	2,557.20	48.86
40-54-10-52640	LAKE SPRAYING	.00	.00	5,000.00	5,000.00	.00
40-54-10-53100	BEACH OFFICE SUPPLIES	30.31	327.37	3,500.00	3,172.63	9.35
40-54-10-53130	WORKER'S COMPENSATION INS	.00	2,456.54	5,700.00	3,243.46	43.10
40-54-10-53140	LIABILITY & PROPERTY INSURANCE	.00	4,383.06	10,500.00	6,116.94	41.74
40-54-10-53400	CALE OPERATING AND CC EXP	.00	.00	22,000.00	22,000.00	.00
40-54-10-53520	BEACH MAINTENANCE SUPPLIES	.00	1,123.28	6,000.00	4,876.72	18.72
40-54-10-53620	BEACH MAINTENANCE SERVICE COS	.00	175.00	1,500.00	1,325.00	11.67
40-54-10-53720	BEACH DREDGING	.00	.00	100,000.00	100,000.00	.00
40-54-10-53990	BEACH MISCELLANEOUS	1,079.12	2,616.72	3,000.00	383.28	87.22
40-54-10-57200	WATER SAFETY PATROL	.00	.00	39,790.00	39,790.00	.00
40-54-10-57210	GLAKE LAW ENFORCEMENT AGENCY	.00	73,000.00	73,000.00	.00	100.00
40-54-10-57250	LAKE PRESERVATION	.00	.00	.00	.00	.00
40-54-10-57300	GLAKE ENVIRONMENTAL AGENCY	.00	17,500.00	35,000.00	17,500.00	50.00
40-54-10-57350	GENEVA LAKE LEVEL CORP	.00	4,400.00	4,400.00	.00	100.00
40-54-10-57400	LAKE USE COMMISSION	.00	.00	.00	.00	.00
40-54-10-57800	VENETIAN FESTIVAL FIREWORKS	10,000.00	10,000.00	10,000.00	.00	100.00
40-54-10-58000	OUTLAY - BEACH EQUIPMENT	5,625.00	5,873.27	7,500.00	1,626.73	78.31
40-54-10-58100	OUTLAY-BLDG & GROUNDS	.00	.00	.00	.00	.00
Total BEACH:		23,640.91	180,605.93	432,201.00	251,595.07	41.79
Total BEACH:		66,363.05	439,723.81	1,095,401.00	655,677.19	40.14
UPPER RIVIERA						
UPPER RIVIERA						
40-55-10-46390	ONLINE CONVENIENCE FEES	.00	.00	.00	.00	.00
40-55-10-46740	UPPER RIVIERA REVENUE	19,344.09	291,942.51	290,000.00	1,942.51-	100.67

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
40-55-10-46750	UPPER RIVIERA CATERING REV	.00	18,906.81	30,000.00	11,093.19	63.02
40-55-10-46760	UPPER RIVIERA MISC REVENUE	.00	.00	500.00	500.00	.00
Total UPPER RIVIERA:		19,344.09	310,849.32	320,500.00	9,650.68	96.99
UPPER RIVIERA						
40-55-10-51200	RIVIERA MTCE WAGES	5,005.64	33,673.64	77,675.00	44,001.36	43.35
40-55-10-51250	RIVIERA MTCE OVERTIME	1,030.62	4,585.67	7,500.00	2,914.33	61.14
40-55-10-51260	RIVIERA SECURITY WAGES	2,313.68	9,347.48	60,072.00	50,724.52	15.56
40-55-10-51270	RIVIERA EVENT STAFF WAGES	.00	.00	.00	.00	.00
40-55-10-51340	RIVIERA MTCE LIFE INSURANCE	6.30	34.53	70.00	35.47	49.33
40-55-10-51345	RIVIERA MTCE HEALTH INSURANCE	2,194.59	12,204.20	23,435.00	11,230.80	52.08
40-55-10-51350	RIVIERA MTCE DENTAL INSURANCE	121.36	706.50	1,320.00	613.50	53.52
40-55-10-51355	RIVIERA MTCE VISION INSURANCE	.75	2.81	.00	2.81-	.00
40-55-10-51360	RIVIERA MTCE RETIREMENT FUND	410.48	2,601.62	4,532.00	1,930.38	57.41
40-55-10-51370	RIVIERA MTCE DISABILITY INS	14.74	88.44	180.00	91.56	49.13
40-55-10-51520	RIVIERA SOCIAL SECURITY	624.73	3,558.17	11,112.00	7,553.83	32.02
40-55-10-52160	PROF SERVICES - SOFTWARE	.00	.00	.00	.00	.00
40-55-10-52210	TELEPHONE EXPENSE	111.16	640.55	1,425.00	784.45	44.95
40-55-10-52240	UPPER RIVIERA GAS HEAT	44.13	1,677.24	5,500.00	3,822.76	30.50
40-55-10-52260	UPPER RIV WATER & SEWER BILLS	.00	442.28	2,500.00	2,057.72	17.69
40-55-10-52400	UPPER RIVIERA REPAIRS	.00	.00	3,100.00	3,100.00	.00
40-55-10-52410	DAMAGES-UPPER RIVIERA RENTALS	.00	.00	.00	.00	.00
40-55-10-53100	UPPER RIVIERA BROCHURES	.00	.00	.00	.00	.00
40-55-10-53120	POSTAGE EXPENSE	.00	.00	.00	.00	.00
40-55-10-53160	PUBLICATIONS & PROMOTIONS	.00	1,098.73	7,500.00	6,401.27	14.65
40-55-10-53500	BLDG MAINT SUPPLIES-UPPER RIV	433.26	2,426.95	4,000.00	1,573.05	60.67
40-55-10-53600	UPPER RIVIERA MAINTENANCE	783.46	7,516.51	7,500.00	16.51-	100.22
Total UPPER RIVIERA:		13,094.90	80,605.32	217,421.00	136,815.68	37.07
LOWER RIVIERA CONCOURSE						
40-55-20-46790	RIVIERA CONCOURSE ELECTRIC	.00	6,218.07	10,300.00	4,081.93	60.37
40-55-20-46900	RIVIERA ATM REVENUE	.00	.00	.00	.00	.00
40-55-20-48200	RIVIERA CONCOURSE LEASES	25,635.61	48,412.40	93,972.00	45,559.60	51.52
40-55-20-48230	RIVIERA PROMOTIONAL REVENUE	.00	.00	3,000.00	3,000.00	.00
40-55-20-48250	DONATIONS-FOUNTAIN	.00	606.07	1,350.00	743.93	44.89
Total LOWER RIVIERA CONCOURSE:		25,635.61	55,236.54	108,622.00	53,385.46	50.85
LOWER RIVIERA CONCOURSE						
40-55-20-51200	LAKEFRONT SECURITY PD WAGES	.00	1,939.04	18,295.00	16,355.96	10.60
40-55-20-51360	LAKEFRONT SECURITY PD RETIREM	.00	.00	.00	.00	.00
40-55-20-51520	LAKEFRONT SECURITY PD FICA	.00	148.34	1,400.00	1,251.66	10.60
40-55-20-52210	RIVIERA ELEVATOR PHONE EXPENSE	45.22	255.13	375.00	119.87	68.03
40-55-20-52260	LOWER RIV WATER & SEWER BILLS	.00	3,067.69	5,500.00	2,432.31	55.78
40-55-20-52400	LOWER RIVIERA REPAIRS	.00	2,413.66	28,000.00	25,586.34	8.62
40-55-20-52410	DAMAGES-LOWER RIVIERA RENTALS	.00	.00	.00	.00	.00
40-55-20-53130	WORKERS COMP INSURANCE	.00	468.84	2,075.00	1,606.16	22.59
40-55-20-53140	LIABILITY & PROPERTY INSURANCE	.00	5,015.58	9,450.00	4,434.42	53.07
40-55-20-53500	BLDG MAINT SUPPLIES-LOWER RIV	6.10	2,194.06	8,000.00	5,805.94	27.43
40-55-20-53550	FOUNTAIN MAINT EXP	.00	.00	2,000.00	2,000.00	.00
40-55-20-53600	RIV MAINTENANCE SERVICE COSTS	.00	3,188.50	7,500.00	4,311.50	42.51
40-55-20-53990	MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00	.00
40-55-20-58000	OUTLAY - RIVIERA EQUIPMENT	.00	.00	5,000.00	5,000.00	.00
40-55-20-58250	LG BEAUTIFICATION EXPENSES	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
40-55-20-59300	TRANSFER TO GENERAL FUND	.00	.00	644,200.00	644,200.00	.00
40-55-20-59310	TRANSFER TO TID #4	.00	.00	.00	.00	.00
40-55-20-59350	TRANSFER TO CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total LOWER RIVIERA CONCOURSE:		51.32	18,690.84	732,795.00	714,104.16	2.55
RIVIERA PIERS AND DOCKS						
40-55-30-46780	RIVIERA DOCKS MAINTENANCE	.00	.00	.00	.00	.00
40-55-30-48210	RIVIERA DOCKS LEASES	88,932.20	88,932.20	152,743.00	63,810.80	58.22
40-55-30-48220	BUOY & SLIP LEASES-RIVIERA	21,562.44	91,456.28	109,545.00	18,088.72	83.49
Total RIVIERA PIERS AND DOCKS:		110,494.64	180,388.48	262,288.00	81,899.52	68.77
RIVIERA PIERS AND DOCKS						
40-55-30-52220	PIER ELECTRIC	2,773.05	23,029.90	35,000.00	11,970.10	65.80
40-55-30-52640	PIER REPAIRS	35,000.00	35,961.80	35,000.00	961.80-	102.75
Total RIVIERA PIERS AND DOCKS:		37,773.05	58,991.70	70,000.00	11,008.30	84.27
RIVIERA MISCELLANEOUS						
40-55-40-49000	TRANSFER FROM TOURISM-GRANT	.00	.00	.00	.00	.00
Total RIVIERA MISCELLANEOUS:		.00	.00	.00	.00	.00
RIVIERA MISCELLANEOUS						
40-55-40-53000	TOURISM GRANT FUNDS EXP	.00	.00	7,913.20	7,913.20	.00
Total RIVIERA MISCELLANEOUS:		.00	.00	7,913.20	7,913.20	.00
Total UPPER RIVIERA:		206,393.61	704,762.20	1,719,539.20	1,014,777.00	40.99
LAKEFRONT FUND Revenue Total:		211,741.06	1,079,073.69	1,745,613.20	666,539.51	61.82
LAKEFRONT FUND Expenditure Total:		78,851.05	468,092.82	1,670,613.20	1,202,520.38	28.02
Net Total LAKEFRONT FUND:		132,890.01	610,980.87	75,000.00	535,980.87-	814.64

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
PARKING FUND						
PARKING						
42-34-50-46100	PARKING MISC REVENUE	443.70	858.33	2,500.00	1,641.67	34.33
42-34-50-46320	PARKING TICKET PENALTIES	.00	7,590.00	125,000.00	117,410.00	6.07
42-34-50-46330	PARKING STALL COLLECTIONS	201,384.29	791,874.79	2,406,000.00	1,614,125.21	32.91
42-34-50-46340	PARKING STALL TICKETS	70,405.00	326,357.01	600,000.00	273,642.99	54.39
42-34-50-46350	PARKING TICKETS-COLL AGENCY	7,635.00	29,575.42	36,000.00	6,424.58	82.15
42-34-50-46360	PARKING STICKERS-WALCO,OVER 4	834.13	6,099.08	3,000.00	3,099.08-	203.30
42-34-50-46370	PARKING LOT PERMITS	1,137.45	13,649.40	8,000.00	5,649.40-	170.62
42-34-50-46380	BUSINESS PARKING PASSES	47.40	641.20	1,000.00	358.80	64.12
42-34-50-46390	ONLINE CONVENIENCE FEES	.00	.00	.00	.00	.00
42-34-50-46400	RESERVED PARKING PERMITS/BAGS	3,862.78	15,313.94	7,000.00	8,313.94-	218.77
42-34-50-46410	PARKING APP NET COLLECTIONS	51,157.35	238,405.70	845,000.00	606,594.30	28.21
42-34-50-46900	MISC SALES	.00	1.30	500.00	498.70	.26
42-34-50-48110	INTEREST INCOME	7,481.24	40,495.45	3,500.00	36,995.45-	1,157.01
42-34-50-49100	APPL OF PRIOR YR APPROPRIATION	.00	.00	160,000.00	160,000.00	.00
Total PARKING:		344,388.34	1,470,861.62	4,197,500.00	2,726,638.38	35.04
PARKING						
42-34-50-51100	PARKING MANAGER SALARY	5,732.80	40,063.36	72,000.00	31,936.64	55.64
42-34-50-51160	PARKING WAGES-CLERK/DISPATCH	11,223.46	55,121.11	82,750.00	27,628.89	66.61
42-34-50-51200	PARKING PT WAGES	11,164.44	61,784.77	110,250.00	48,465.23	56.04
42-34-50-51340	PARKING LIFE INSURANCE	37.00	220.97	430.00	209.03	51.39
42-34-50-51345	PARKING HEALTH INSURANCE	3,916.94	28,894.31	55,390.00	26,495.69	52.17
42-34-50-51350	PARKING DENTAL INSURANCE	220.00	1,665.23	3,150.00	1,484.77	52.86
42-34-50-51355	PARKING VISION INSURANCE	11.44	76.64	205.00	128.36	37.39
42-34-50-51360	PARKING RETIREMENT FUND	895.41	7,151.76	12,000.00	4,848.24	59.60
42-34-50-51370	PARKING DISABILITY INS	32.28	216.74	530.00	313.26	40.89
42-34-50-51380	PARKING UNIFORMS	186.00	1,586.00	2,600.00	1,014.00	61.00
42-34-50-51520	PARKING SOCIAL SECURITY	1,590.94	10,811.12	20,275.00	9,463.88	53.32
42-34-50-52160	CALE CC AND COLLEC FEES	14,040.93	44,517.85	85,000.00	40,482.15	52.37
42-34-50-52200	PARKING LOT PLANTING/MAINT	5,225.25	10,705.50	21,000.00	10,294.50	50.98
42-34-50-52210	TELEPHONE EXPENSE	135.63	858.63	2,500.00	1,641.37	34.35
42-34-50-52500	KIOSK REPAIRS/SUPPLIES	.00	500.00	15,000.00	14,500.00	3.33
42-34-50-52650	POLICE DEPT SERVICES	.00	.00	.00	.00	.00
42-34-50-53100	OFFICE SUPPLIES	54.48	845.65	1,500.00	654.35	56.38
42-34-50-53120	POSTAGE EXPENSE	.00	183.90	3,000.00	2,816.10	6.13
42-34-50-53130	WORKERS COMPENSATION INSURAN	.00	2,747.60	3,500.00	752.40	78.50
42-34-50-53140	LIABILITY & PROPERTY INSURANCE	.00	1,751.78	3,800.00	2,048.22	46.10
42-34-50-53320	CONFERENCES/TRAINING	.00	24.72	1,500.00	1,475.28	1.65
42-34-50-53400	OPERATING SUPPLIES-ENFORCEME	6,637.71	15,068.84	15,000.00	68.84-	100.46
42-34-50-53410	VEHICLE SUPPLIES-FUEL	94.55	463.89	3,000.00	2,536.11	15.46
42-34-50-53510	VEHICLE/EQUIPMENT MAINT	136.03	136.03	5,000.00	4,863.97	2.72
42-34-50-53990	PARKING MISC EXPENSES	1,890.35	6,664.03	15,000.00	8,335.97	44.43
42-34-50-54500	SUPPORT CONTRACTS	10,622.50	73,531.55	115,000.00	41,468.45	63.94
42-34-50-58500	PARKING LOT REV SHARE	.00	.00	25,000.00	25,000.00	.00
42-34-50-58600	EQUIPMENT-BODY CAMERAS	15,266.02	15,266.02	.00	15,266.02-	.00
42-34-50-58700	OUTLAY-PARKING	.00	1,734.00	50,000.00	48,266.00	3.47
42-34-50-59300	TRANSFER TO TIF	.00	.00	.00	.00	.00
42-34-50-59400	TRANSFER TO CAPITAL PROJECTS	.00	.00	15,000.00	15,000.00	.00
42-34-50-59500	TRANSFER TO GENERAL FUND	.00	.00	3,383,120.00	3,383,120.00	.00
42-34-50-59550	TRANSFER FROM RESERVE TO GF	.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
	Total PARKING:	89,114.16	382,592.00	4,122,500.00	3,739,908.00	9.28
	Total PARKING:	433,502.50	1,853,453.62	8,320,000.00	6,466,546.38	22.28
	PARKING FUND Revenue Total:	344,388.34	1,470,861.62	4,197,500.00	2,726,638.38	35.04
	PARKING FUND Expenditure Total:	89,114.16	382,592.00	4,122,500.00	3,739,908.00	9.28
	Net Total PARKING FUND:	255,274.18	1,088,269.62	75,000.00	1,013,269.62-	1,451.03

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
CAPITAL PROJECTS FUND						
CAPITAL PROJECTS FUND						
CAPITAL PROJECTS FUND						
43-00-00-43790	STATE AIDS-LRIP GRANTS	26,676.84	26,676.84	.00	26,676.84-	.00
43-00-00-48110	INTEREST EARNED	7,325.94	58,387.36	5,000.00	53,387.36-	1,167.75
43-00-00-48320	SALE OF CITY REAL ESTATE	.00	.00	.00	.00	.00
43-00-00-49000	PROCEEDS FROM BORROWING	.00	.00	.00	.00	.00
43-00-00-49050	PREMIUM ON DEBT ISSUANCE	.00	.00	.00	.00	.00
43-00-00-49100	APPL. PRIOR YR APPROPRIATIONS	.00	.00	267,351.00	267,351.00	.00
43-00-00-49500	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.00
43-00-00-49510	TRANSFER FROM LAKEFRONT FUND	.00	.00	.00	.00	.00
43-00-00-49520	TRANSFER FROM PARKING FUND	.00	.00	15,000.00	15,000.00	.00
43-00-00-49525	TRANSFER FROM TOURISM FUND	.00	.00	.00	.00	.00
43-00-00-49700	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.00
Total CAPITAL PROJECTS FUND:		34,002.78	85,064.20	287,351.00	202,286.80	29.60
CAPITAL PROJECTS FUND						
43-00-00-52160	DEBT ISSUANCE COSTS	.00	.00	.00	.00	.00
43-00-00-52175	PURCHASE OF HILLMOOR PROPERTY	.00	58,851.07	.00	58,851.07-	.00
Total CAPITAL PROJECTS FUND:		.00	58,851.07	.00	58,851.07-	.00
Total CAPITAL PROJECTS FUND:		34,002.78	143,915.27	287,351.00	143,435.73	50.08
CITY HALL CAPITAL PROJECTS						
CITY HALL CAPITAL PROJECTS						
43-16-10-17010	CITY HALL CAPITAL PROJECTS	.00	77,616.58	131,000.00	53,383.42	59.25
Total CITY HALL CAPITAL PROJECTS:		.00	77,616.58	131,000.00	53,383.42	59.25
Total CITY HALL CAPITAL PROJECTS:		.00	77,616.58	131,000.00	53,383.42	59.25
PD CAPITAL PROJECTS						
PD CAPITAL PROJECTS						
43-21-00-17010	PD CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total PD CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total PD CAPITAL PROJECTS:		.00	.00	.00	.00	.00
FIRE DEPT CAPITAL PROJECTS						
FIRE DEPT CAPITAL PROJECTS						
43-22-00-17010	FD CAPITAL PROJECTS	.00	.00	8,056.00	8,056.00	.00
Total FIRE DEPT CAPITAL PROJECTS:		.00	.00	8,056.00	8,056.00	.00
Total FIRE DEPT CAPITAL PROJECTS:		.00	.00	8,056.00	8,056.00	.00
DEPARTMENT: 29						
PROGRAM: 00						
43-29-00-17010	EMERG MGNT CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total PROGRAM: 00:		.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
Total DEPARTMENT: 29:		.00	.00	.00	.00	.00
STREET IMPROVEMENT PROGRAM						
STREET IMPROVEMENT PROGRAM						
43-32-10-17010	2021/2022 STREET IMP PROGRAM	101,411.27	521,883.89	846,300.00	324,416.11	61.67
43-32-10-17020	DPW CAPITAL PROJECTS	.00	42,867.08	722,500.00	679,632.92	5.93
Total STREET IMPROVEMENT PROGRAM:		101,411.27	564,750.97	1,568,800.00	1,004,049.03	36.00
Total STREET IMPROVEMENT PROGRAM:		101,411.27	564,750.97	1,568,800.00	1,004,049.03	36.00
DEPARTMENT: 40						
PROGRAM: 00						
43-40-00-17010	RIVIERA RENOVATION PHASE 1	.00	.00	.00	.00	.00
43-40-00-17012	RIVIERA RENOVATION 1ST FLOOR	.00	.00	.00	.00	.00
43-40-00-17014	RIVIERA RENOVATION 2ND FLOOR	.00	.00	.00	.00	.00
43-40-00-17015	LAKEFRONT CAPITAL PROJECTS	.00	.00	100,000.00	100,000.00	.00
Total PROGRAM: 00:		.00	.00	100,000.00	100,000.00	.00
Total DEPARTMENT: 40:		.00	.00	100,000.00	100,000.00	.00
DEPARTMENT: 48						
PROGRAM: 00						
43-48-00-17010	CEMETERY CAPITAL PROJECTS	.00	.00	29,000.00	29,000.00	.00
Total PROGRAM: 00:		.00	.00	29,000.00	29,000.00	.00
Total DEPARTMENT: 48:		.00	.00	29,000.00	29,000.00	.00
PARKS CAPITAL PROJECTS						
PARKS CAPITAL PROJECTS						
43-52-00-53000	PARKS AND REC CAPITAL PROJECTS	27,428.53	64,977.87	168,995.00	104,017.13	38.45
43-52-00-53100	TAP GRANT CAPITAL PROJECTS	2,057.51	4,610.09	54,145.00	49,534.91	8.51
Total PARKS CAPITAL PROJECTS:		29,486.04	69,587.96	223,140.00	153,552.04	31.19
Total PARKS CAPITAL PROJECTS:		29,486.04	69,587.96	223,140.00	153,552.04	31.19
DEPARTMENT: 99						
PROGRAM: 00						
43-99-00-17010	LIBRARY CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total PROGRAM: 00:		.00	.00	.00	.00	.00
Total DEPARTMENT: 99:		.00	.00	.00	.00	.00
CAPITAL PROJECTS FUND Revenue Total:		34,002.78	85,064.20	287,351.00	202,286.80	29.60
CAPITAL PROJECTS FUND Expenditure Total:		130,897.31	770,806.58	2,059,996.00	1,289,189.42	37.42
Net Total CAPITAL PROJECTS FUND:		96,894.53-	685,742.38-	1,772,645.00-	1,086,902.62-	38.68

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
CAPITAL PROJ. FUND-ARPA						
CAPITAL PROJ. FUND-ARPA						
CAPITAL PROJ. FUND-ARPA						
44-00-00-43695	FEDERAL AIDS-AMERICAN RESCUE	.00	.00	424,169.00	424,169.00	.00
44-00-00-43696	STATE AIDS-AMERICAN RESCUE	.00	111.43	.00	111.43-	.00
44-00-00-43700	EMS FAP ARPA SUPPLEMENT	.00	.00	.00	.00	.00
44-00-00-48110	INTEREST EARNED	3,722.35	20,364.76	500.00	19,864.76-	4,072.95
44-00-00-49100	APPL. PRIOR YR APPROPRIATIONS	.00	.00	.00	.00	.00
Total CAPITAL PROJ. FUND-ARPA:		3,722.35	20,476.19	424,669.00	404,192.81	4.82
Total CAPITAL PROJ. FUND-ARPA:		3,722.35	20,476.19	424,669.00	404,192.81	4.82
CITY HALL CAPITAL PROJECTS						
CITY HALL CAPITAL PROJECTS						
44-16-10-53000	CITY HALL CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total CITY HALL CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total CITY HALL CAPITAL PROJECTS:		.00	.00	.00	.00	.00
PD CAPITAL PROJECTS						
PD CAPITAL PROJECTS						
44-21-00-53000	PD CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total PD CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total PD CAPITAL PROJECTS:		.00	.00	.00	.00	.00
FIRE DEPT CAPITAL PROJECTS						
FIRE DEPT CAPITAL PROJECTS						
44-22-00-53000	FD CAPITAL PROJECTS	.00	.00	.00	.00	.00
44-22-00-53010	EMS FAP-ARPA SUPPLEMENT	.00	.00	.00	.00	.00
Total FIRE DEPT CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total FIRE DEPT CAPITAL PROJECTS:		.00	.00	.00	.00	.00
DEPARTMENT: 29						
PROGRAM: 00						
44-29-00-53000	EMERG MGNT CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total PROGRAM: 00:		.00	.00	.00	.00	.00
Total DEPARTMENT: 29:		.00	.00	.00	.00	.00
DPW CAPITAL PROJECTS						
DPW CAPITAL PROJECTS						
44-32-10-53000	DPW CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total DPW CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total DPW CAPITAL PROJECTS:		.00	.00	.00	.00	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
PARKS CAPITAL PROJECTS						
PARKS CAPITAL PROJECTS						
44-52-00-53000	PARKS AND REC CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total PARKS CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total PARKS CAPITAL PROJECTS:		.00	.00	.00	.00	.00
SEWER UTILITY CAPITAL PROJECTS						
SEWER UTILITY CAPITAL PROJECTS						
44-61-00-53000	SEWER UTILITY CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total SEWER UTILITY CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total SEWER UTILITY CAPITAL PROJECTS:		.00	.00	.00	.00	.00
WATER UTILITY CAPITAL PROJECTS						
WATER UTILITY CAPITAL PROJECTS						
44-62-00-53000	WATER UTILITY CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total WATER UTILITY CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total WATER UTILITY CAPITAL PROJECTS:		.00	.00	.00	.00	.00
LIBRARY CAPITAL PROJECTS						
LIBRARY CAPITAL PROJECTS						
44-99-00-53000	LIBRARY CAPITAL PROJECTS	.00	.00	.00	.00	.00
Total LIBRARY CAPITAL PROJECTS:		.00	.00	.00	.00	.00
Total LIBRARY CAPITAL PROJECTS:		.00	.00	.00	.00	.00
CAPITAL PROJ. FUND-ARPA Revenue Total:		3,722.35	20,476.19	424,669.00	404,192.81	4.82
CAPITAL PROJ. FUND-ARPA Expenditure Total:		.00	.00	.00	.00	.00
Net Total CAPITAL PROJ. FUND-ARPA:		3,722.35	20,476.19	424,669.00	404,192.81	4.82

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
IMPACT FEES FUND						
IMPACT FEES FUND						
IMPACT FEES FUND						
45-00-00-44220	FIRE IMPACT FEES	.00	.00	.00	.00	.00
45-00-00-44520	PARK IMPACT FEES	2,070.00	8,970.00	23,000.00	14,030.00	39.00
45-00-00-44550	LIBRARY IMPACT FEES	.00	.00	.00	.00	.00
45-00-00-47300	PARK FUND DONATIONS	.00	.00	.00	.00	.00
45-00-00-48110	INTEREST EARNED	719.19	3,270.39	250.00	3,020.39-	1,308.16
45-00-00-49100	APPLICATION OF PRIOR YEARS	.00	.00	.00	.00	.00
45-00-00-49400	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.00
Total IMPACT FEES FUND:		2,789.19	12,240.39	23,250.00	11,009.61	52.65
IMPACT FEES FUND						
45-00-00-59610	PARK IMPACT EXPENDITURES	.00	.00	23,100.00	23,100.00	.00
Total IMPACT FEES FUND:		.00	.00	23,100.00	23,100.00	.00
Total IMPACT FEES FUND:		2,789.19	12,240.39	46,350.00	34,109.61	26.41
DEPARTMENT: 22						
PROGRAM: 00						
45-22-00-51360	RETIREMENT EXPENSE	.00	.00	.00	.00	.00
45-22-00-51520	SOCIAL SECURITY EXP	.00	.00	.00	.00	.00
45-22-00-59620	FIRE IMPACT EXPENDITURES	.00	.00	.00	.00	.00
45-22-00-90550	REMODEL STATION #1 (CON'T.)	.00	.00	.00	.00	.00
Total PROGRAM: 00:		.00	.00	.00	.00	.00
Total DEPARTMENT: 22:		.00	.00	.00	.00	.00
DEPARTMENT: 99						
PROGRAM: 00						
45-99-00-59600	LIBRARY IMPACT EXPENDITURES	.00	.00	.00	.00	.00
Total PROGRAM: 00:		.00	.00	.00	.00	.00
Total DEPARTMENT: 99:		.00	.00	.00	.00	.00
IMPACT FEES FUND Revenue Total:		2,789.19	12,240.39	23,250.00	11,009.61	52.65
IMPACT FEES FUND Expenditure Total:		.00	.00	23,100.00	23,100.00	.00
Net Total IMPACT FEES FUND:		2,789.19	12,240.39	150.00	12,090.39-	8,160.26

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
TOURISM						
TOURISM						
TOURISM						
47-00-00-41210	ROOM TAX	80,026.33	175,816.33	1,100,000.00	924,183.67	15.98
47-00-00-46100	TOURISM MISC REVENUE	.00	.00	.00	.00	.00
47-00-00-48110	INTEREST INCOME	1,202.55	9,280.15	1,000.00	8,280.15-	928.02
47-00-00-49100	APPL. PRIOR YR APPROPRIATIONS	.00	.00	.00	.00	.00
47-00-00-49350	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.00
Total TOURISM:		81,228.88	185,096.48	1,101,000.00	915,903.52	16.81
TOURISM						
47-00-00-57100	HOTEL/MOTEL ASSN-CHAM OF COM	.00	75,000.00	540,000.00	465,000.00	13.89
47-00-00-57210	EVENTS COORDINATOR	2,666.00	15,996.00	32,650.00	16,654.00	48.99
47-00-00-57212	EVENTS COORDINATOR-RIVIERA	2,666.00	15,996.00	32,650.00	16,654.00	48.99
Total TOURISM:		5,332.00	106,992.00	605,300.00	498,308.00	17.68
Total TOURISM:		86,560.88	292,088.48	1,706,300.00	1,414,211.52	17.12
DEPARTMENT: 70						
PROGRAM: 00						
47-70-00-57150	PROMOTIONAL GRANT	19,769.82	123,579.77	150,000.00	26,420.23	82.39
47-70-00-57155	TOURISM MUNICIPAL DEVELOPMENT	187.43	11,190.51	50,000.00	38,809.49	22.38
47-70-00-59400	TRANSFER TO CAPITAL PROJECTS	.00	.00	.00	.00	.00
47-70-00-59500	TRANSFER TO LAKEFRONT FUND	.00	.00	.00	.00	.00
47-70-00-59600	TRANSFER TO DEBT SERVICE FUND	158,800.00	158,800.00	167,375.00	8,575.00	94.88
Total PROGRAM: 00:		178,757.25	293,570.28	367,375.00	73,804.72	79.91
Total DEPARTMENT: 70:		178,757.25	293,570.28	367,375.00	73,804.72	79.91
TOURISM Revenue Total:		81,228.88	185,096.48	1,101,000.00	915,903.52	16.81
TOURISM Expenditure Total:		184,089.25	400,562.28	972,675.00	572,112.72	41.18
Net Total TOURISM:		102,860.37-	215,465.80-	128,325.00	343,790.80	167.91-

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
CEMETERY FUND						
CEMETERY FUND						
CEMETERY FUND						
48-00-00-41110	PROPERTY TAX LEVY	.00	168,000.00	168,000.00	.00	100.00
48-00-00-46100	MISC REVENUE	.00	3,235.00	3,500.00	265.00	92.43
48-00-00-46540	SALE OF GRAVES/NICHES	4,875.00	16,850.00	23,000.00	6,150.00	73.26
48-00-00-46550	FOUNDATIONS/STAKE-OUTS	.00	300.00	700.00	400.00	42.86
48-00-00-46560	BURIAL INTERNMENTS	3,300.00	13,150.00	26,000.00	12,850.00	50.58
48-00-00-48110	INVESTMENT INCOME	1,441.85	6,067.02	1,600.00	4,467.02-	379.19
48-00-00-49100	APPL OF PRIOR YEARS APPROP	.00	.00	41,000.00	41,000.00	.00
48-00-00-49200	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.00
48-00-00-49400	TRANSFER FROM PERPETUAL CARE	1,014.86	3,121.15	13,000.00	9,878.85	24.01
Total CEMETERY FUND:		10,631.71	210,723.17	276,800.00	66,076.83	76.13
CEMETERY FUND						
48-00-00-51200	CEM WAGES	9,285.67	66,800.48	119,361.00	52,560.52	55.97
48-00-00-51250	CEM OVERTIME	.00	273.92	3,725.00	3,451.08	7.35
48-00-00-51260	CEM SEASONAL LABOR	1,743.12	4,904.88	18,000.00	13,095.12	27.25
48-00-00-51270	CEM ADMIN ASSISTANT	1,919.57	13,550.31	25,930.00	12,379.69	52.26
48-00-00-51340	CEM LIFE INSURANCE EXP	33.26	193.33	350.00	156.67	55.24
48-00-00-51345	CEM HEALTH INSURANCE	2,800.16	14,798.97	12,187.00	2,611.97-	121.43
48-00-00-51350	CEM DENTAL INSURANCE	135.23	704.58	420.00	284.58-	167.76
48-00-00-51355	CEM VISION INSURANCE	8.15	42.77	35.00	7.77-	122.20
48-00-00-51360	CEM RETIREMENT EXPENSE	761.96	5,564.14	9,945.00	4,380.86	55.95
48-00-00-51370	CEM DISABILITY EXP	35.31	211.86	430.00	218.14	49.27
48-00-00-51380	CEM UNIFORM ALLOWANCE	.00	1,200.00	1,200.00	.00	100.00
48-00-00-51520	CEM FICA EXPENSE	968.05	6,511.07	12,650.00	6,138.93	51.47
48-00-00-52160	CEM PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
48-00-00-52210	CEM TELEPHONE EXP	84.39	481.87	1,350.00	868.13	35.69
48-00-00-52220	CEM ELECTRICITY EXP	185.59	1,280.02	2,000.00	719.98	64.00
48-00-00-52240	CEM GAS HEAT EXP	51.64	781.74	1,200.00	418.26	65.15
48-00-00-52260	CEM WATER/SEWER EXP	.00	1,900.50	3,500.00	1,599.50	54.30
48-00-00-52400	CEM BUILDING REPAIRS	.00	.00	3,000.00	3,000.00	.00
48-00-00-52500	CEM EQUIP MAINT/REPAIRS	63.26	63.26	3,300.00	3,236.74	1.92
48-00-00-53100	CEM OFFICE SUPPLIES	.00	.00	117.00	117.00	.00
48-00-00-53120	CEM POSTAGE EXP	.00	.00	.00	.00	.00
48-00-00-53130	CEM WORKERS COMP INS	.00	2,953.56	4,000.00	1,046.44	73.84
48-00-00-53140	CEM LIABILITY/PROPERTY INS	.00	1,163.78	2,350.00	1,186.22	49.52
48-00-00-53200	CEM MEMBERSHIP DUES	.00	168.00	200.00	32.00	84.00
48-00-00-53320	CEM CONFERENCE	.00	.00	1,000.00	1,000.00	.00
48-00-00-53400	CEM OPERATING SUPPLIES	101.35	493.37	1,900.00	1,406.63	25.97
48-00-00-53410	CEM FUEL EXPENSE	626.92	3,699.77	6,000.00	2,300.23	61.66
48-00-00-53500	CEM BLDG MAINT SUPPLIES	.00	.00	500.00	500.00	.00
48-00-00-53510	CEM VEHICLE MAINT/REPAIR	108.67	483.15	3,000.00	2,516.85	16.11
48-00-00-53600	CEM MAINT SERVICE EXP	183.00	243.00	1,800.00	1,557.00	13.50
48-00-00-53620	CEM GROUNDS/LANDSCAPING	399.00	1,309.50	5,000.00	3,690.50	26.19
48-00-00-53990	CEM MISC EXP	88.48	88.48	350.00	261.52	25.28
48-00-00-54200	CEM GRAVES/FOUNDATIONS	.00	10,912.30	15,000.00	4,087.70	72.75
48-00-00-54300	CEM COLUMBARIUM EXPENSES	.00	.00	2,000.00	2,000.00	.00
48-00-00-58100	CEM EQUIPMENT OUTLAY	.00	3,750.00	15,000.00	11,250.00	25.00
Total CEMETERY FUND:		19,582.78	144,528.61	276,800.00	132,271.39	52.21

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
	Total CEMETERY FUND:	30,214.49	355,251.78	553,600.00	198,348.22	64.17
	CEMETERY FUND Revenue Total:	10,631.71	210,723.17	276,800.00	66,076.83	76.13
	CEMETERY FUND Expenditure Total:	19,582.78	144,528.61	276,800.00	132,271.39	52.21
	Net Total CEMETERY FUND:	8,951.07-	66,194.56	.00	66,194.56-	.00

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
EQUIPMENT REPLACEMENT FUND						
EQUIPMENT REPLACEMENT FUND						
EQUIPMENT REPLACEMENT FUND						
50-00-00-41110	PROPERTY TAX LEVY	.00	600,000.00	600,000.00	.00	100.00
50-00-00-48110	INTEREST EARNED	13,891.23	68,278.97	2,500.00	65,778.97-	2,731.16
50-00-00-48300	SALE OF MISC EQUIPMENT	.00	.00	.00	.00	.00
50-00-00-49100	APPL. PRIOR YR APPROPRIATIONS	.00	.00	411,734.00	411,734.00	.00
50-00-00-49400	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.00
Total EQUIPMENT REPLACEMENT FUND:		13,891.23	668,278.97	1,014,234.00	345,955.03	65.89
EQUIPMENT REPLACEMENT FUND						
50-00-00-58000	MISC/COMP EQUIP PURCHASES	.00	21,730.33	167,500.00	145,769.67	12.97
Total EQUIPMENT REPLACEMENT FUND:		.00	21,730.33	167,500.00	145,769.67	12.97
Total EQUIPMENT REPLACEMENT FUND:		13,891.23	690,009.30	1,181,734.00	491,724.70	58.39
POLICE DEPARTMENT						
POLICE DEPARTMENT						
50-21-00-48300	SALE OF POLICE EQUIPMENT	.00	.00	16,000.00	16,000.00	.00
Total POLICE DEPARTMENT:		.00	.00	16,000.00	16,000.00	.00
POLICE DEPARTMENT						
50-21-00-58000	POLICE EQUIPMENT PURCHASES	2,249.20	51,135.68	203,327.00	152,191.32	25.15
Total POLICE DEPARTMENT:		2,249.20	51,135.68	203,327.00	152,191.32	25.15
Total POLICE DEPARTMENT:		2,249.20	51,135.68	219,327.00	168,191.32	23.31
FIRE DEPARTMENT						
FIRE DEPARTMENT						
50-22-00-48300	SALE OF FIRE EQUIPMENT	.00	.00	.00	.00	.00
50-22-00-49100	APPL PRIOR YR APPROPRIATIONS	.00	.00	.00	.00	.00
Total FIRE DEPARTMENT:		.00	.00	.00	.00	.00
FIRE DEPARTMENT						
50-22-00-58000	FIRE EQUIPMENT PURCHASES	321,427.23	359,615.67	923,115.00	563,499.33	38.96
Total FIRE DEPARTMENT:		321,427.23	359,615.67	923,115.00	563,499.33	38.96
Total FIRE DEPARTMENT:		321,427.23	359,615.67	923,115.00	563,499.33	38.96
EMERGENCY MANAGEMENT						
EMERGENCY MANAGEMENT						
50-29-00-58000	EMERG MGMT EQUIPMENT PURCHA	.00	.00	.00	.00	.00
Total EMERGENCY MANAGEMENT:		.00	.00	.00	.00	.00
Total EMERGENCY MANAGEMENT:		.00	.00	.00	.00	.00

DPW

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
DPW						
50-32-00-48300	SALE OF DPW EQUIPMENT	.00	.00	.00	.00	.00
50-32-00-49100	APPL PRIOR YR APPROPRIATIONS	.00	.00	.00	.00	.00
Total DPW:		.00	.00	.00	.00	.00
DPW						
50-32-00-58000	DPW EQUIPMENT PURCHASES	.00	.00	412,000.00	412,000.00	.00
Total DPW:		.00	.00	412,000.00	412,000.00	.00
Total DPW:		.00	.00	412,000.00	412,000.00	.00
CEMETERY						
CEMETERY						
50-48-00-48300	SALE OF CEMETERY EQUIPMENT	.00	.00	.00	.00	.00
Total CEMETERY:		.00	.00	.00	.00	.00
CEMETERY						
50-48-00-58000	CEMETERY EQUIPMENT REPLACEME	.00	.00	.00	.00	.00
Total CEMETERY:		.00	.00	.00	.00	.00
Total CEMETERY:		.00	.00	.00	.00	.00
DEPARTMENT: 51						
PROGRAM: 00						
50-51-00-58000	MUSEUM EQUIPMENT REPLACEMEN	17,632.00	17,632.00	20,000.00	2,368.00	88.16
Total PROGRAM: 00:		17,632.00	17,632.00	20,000.00	2,368.00	88.16
Total DEPARTMENT: 51:		17,632.00	17,632.00	20,000.00	2,368.00	88.16
EQUIPMENT REPLACEMENT FUND Revenue Total:		13,891.23	668,278.97	1,030,234.00	361,955.03	64.87
EQUIPMENT REPLACEMENT FUND Expenditure Total:		341,308.43	450,113.68	1,725,942.00	1,275,828.32	26.08
Net Total EQUIPMENT REPLACEMENT FUND:		327,417.20-	218,165.29	695,708.00-	913,873.29-	31.36-

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
LIBRARY						
LIBRARY						
LIBRARY						
99-00-00-41110	PROPERTY TAX LEVY	.00	517,000.00	517,000.00	.00	100.00
99-00-00-43540	GRANTS	.00	.00	.00	.00	.00
99-00-00-45120	LIBRARY FINES AND FEES	1,590.15	2,521.59	3,500.00	978.41	72.05
99-00-00-45150	COPIES,PRINTS,FAXES	313.98	1,861.88	1,500.00	361.88-	124.13
99-00-00-46000	CASH DRAWER OVERAGES/UNDERA	.00	.00	.00	.00	.00
99-00-00-46210	LIBRARY MISC REVENUE	100.00	200.00	.00	200.00-	.00
99-00-00-47310	KENOSHA COUNTY REVENUES	.00	4,246.50	8,493.00	4,246.50	50.00
99-00-00-47320	RACINE COUNTY REVENUES	.00	1,889.00	3,778.00	1,889.00	50.00
99-00-00-47330	WALWORTH COUNTY REVENUES	.00	132,783.50	260,152.00	127,368.50	51.04
99-00-00-47340	WAUKESHA COUNTY REVENUES	.00	24.00	48.00	24.00	50.00
99-00-00-47350	ROCK COUNTY (ARROWHEAD) REV	.00	3.00	.00	3.00-	.00
99-00-00-47360	JEFFERSON COUNTY REVENUES	.00	.00	.00	.00	.00
99-00-00-48110	INTEREST EARNED	.02	.12	.00	.12-	.00
99-00-00-48120	DIVIDEND INCOME	.00	.00	.00	.00	.00
99-00-00-48140	PORTFOLIO GAINS/LOSSES	.00	.00	.00	.00	.00
99-00-00-48190	DISCOUNTS EARNED	.00	.00	.00	.00	.00
99-00-00-48400	INSURANCE REIMBURSEMENTS	.00	.00	.00	.00	.00
99-00-00-48920	DONATIONS	.00	.00	.00	.00	.00
99-00-00-49000	PROCEEDS FROM BORROWING	.00	.00	.00	.00	.00
99-00-00-49100	APPL OF PR YR APPROPRIATIONS	.00	.00	.00	.00	.00
99-00-00-49500	TRANSFER FROM GENERAL FUND	.00	.00	178,115.00	178,115.00	.00
Total LIBRARY:		2,004.15	660,529.59	972,586.00	312,056.41	67.91
LIBRARY						
99-00-00-51100	LIBRARY FT SALARIES	38,528.80	269,972.20	502,515.00	232,542.80	53.72
99-00-00-51200	LIBRARY PT WAGES	.00	.00	.00	.00	.00
99-00-00-51340	LIBRARY LIFE INSURANCE	76.29	468.62	860.00	391.38	54.49
99-00-00-51345	LIBRARY HEALTH INSURANCE	9,672.42	58,034.52	131,050.00	73,015.48	44.28
99-00-00-51350	LIBRARY DENTAL INSURANCE	365.00	2,562.63	3,840.00	1,277.37	66.74
99-00-00-51355	LIBRARY VISION INSURANCE	26.05	156.30	210.00	53.70	74.43
99-00-00-51360	LIBRARY RETIREMENT	2,619.96	18,358.10	33,919.00	15,560.90	54.12
99-00-00-51370	LIBRARY DISABILITY PREMIUMS	117.62	705.72	1,550.00	844.28	45.53
99-00-00-51520	LIBRARY SOCIAL SECURITY	2,884.36	20,245.39	38,442.00	18,196.61	52.66
99-00-00-52110	GENERAL ADMIN EXPENSES	205.99	2,108.80	3,000.00	891.20	70.29
99-00-00-52160	PROFESSIONAL SERVICES	.00	28,615.26	.00	28,615.26-	.00
99-00-00-52210	LIBRARY TELEPHONE EXP	313.97	1,767.43	2,600.00	832.57	67.98
99-00-00-52220	LIBRARY UTILITIES	1,148.15	11,258.91	18,000.00	6,741.09	62.55
99-00-00-52500	LIBRARY BLDG REPAIR	.00	1,930.36	7,000.00	5,069.64	27.58
99-00-00-53100	LIBRARY OFFICE SUPPLIES	391.88	1,307.53	2,500.00	1,192.47	52.30
99-00-00-53120	LIBRARY POSTAGE	85.73	322.32	1,000.00	677.68	32.23
99-00-00-53130	WORKERS COMP INSURANCE	.00	523.42	1,500.00	976.58	34.89
99-00-00-53140	LIABILITY & PROPERTY INSURANCE	.00	5,076.80	10,100.00	5,023.20	50.27
99-00-00-53320	STAFF CONTINUING EDUCATION	2,597.06	2,912.06	7,500.00	4,587.94	38.83
99-00-00-53500	LIBRARY MAINT SUPPLIES	239.94	1,434.01	3,000.00	1,565.99	47.80
99-00-00-53600	LIBRARY BLDG MAINT SERVICES	6,806.01	23,077.46	33,000.00	9,922.54	69.93
99-00-00-53990	LIBRARY MISCELLANEOUS	6,475.16	6,353.63	.00	6,353.63-	.00
99-00-00-54100	LIBRARY ADULT MATERIALS	4,279.06	22,126.37	35,000.00	12,873.63	63.22
99-00-00-54110	LIBRARY YOUTH MATERIALS	2,229.34	10,066.98	35,000.00	24,933.02	28.76
99-00-00-54120	LIBRARY MAGAZINES & NEWSPAPER	43.69-	7,426.91	7,000.00	426.91-	106.10
99-00-00-54130	LIBRARY REFERENCE MATERIALS	.00	.00	.00	.00	.00
99-00-00-54140	LIBRARY NONPRINT MATERIALS	1,693.86	7,572.89	35,000.00	27,427.11	21.64

Account Number	Account Title	2023-23 Current Month Actual	2023-23 Current Year Actual	2023 Current Year Budget	2023 Current Year Variance	2023 Current Year % of Budget
99-00-00-54150	LIBRARY PROGRAMS	1,221.64	7,902.77	10,000.00	2,097.23	79.03
99-00-00-54155	LIBRARY MARKETING	374.42-	1,491.39	1,000.00	491.39-	149.14
99-00-00-54160	USE OF DONATED FUNDS	.00	.00	.00	.00	.00
99-00-00-54170	USE OF GRANT FUNDS	.00	.00	.00	.00	.00
99-00-00-55000	COVID-19 EXPENDITURES	.00	.00	.00	.00	.00
99-00-00-55100	LIBRARY SIRSI	89.95	18,224.53	25,000.00	6,775.47	72.90
99-00-00-55110	LIBRARY CIRCULATION SUPPLIES	278.10	1,189.68	2,500.00	1,310.32	47.59
99-00-00-55120	LIBRARY PROCESSING SUPPLIES	182.78	1,114.84	4,000.00	2,885.16	27.87
99-00-00-55140	LIBRARY COMPUTER HARDWARE	.00	6,038.71	8,000.00	1,961.29	75.48
99-00-00-55150	LIBRARY COMPUTER SOFTWARE	.00	557.28	1,000.00	442.72	55.73
99-00-00-55160	LIBRARY IT CONSULTING SERVICES	.00	540.20	1,000.00	459.80	54.02
99-00-00-55320	LIBRARY EQUIP LEASES & MAINT	247.81	2,394.33	6,500.00	4,105.67	36.84
99-00-00-56230	SHARED SAVINGS PRINCIPAL PYMT	.00	.00	.00	.00	.00
99-00-00-56630	SHARED SAVINGS INTEREST PYMT	.00	.00	.00	.00	.00
99-00-00-57800	LIBRARY CONTINGENCY	.00	.00	.00	.00	.00
99-00-00-59000	LGIP #9 EXPENDITURES	.00	.00	.00	.00	.00
Total LIBRARY:		82,358.82	543,838.35	972,586.00	428,747.65	55.92
Total LIBRARY:		84,362.97	1,204,367.94	1,945,172.00	740,804.06	61.92
LIBRARY Revenue Total:		2,004.15	660,529.59	972,586.00	312,056.41	67.91
LIBRARY Expenditure Total:		82,358.82	543,838.35	972,586.00	428,747.65	55.92
Net Total LIBRARY:		80,354.67-	116,691.24	.00	116,691.24-	.00
Net Grand Totals:		765,475.87-	114,753.89-	1,690,187.00-	1,575,433.11-	6.79

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {<>} 61

[Report].Invoice GL Account = {<>} 62

Invoice.Batch = "PP07052023","07072023","07102023","07122023"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
07/05/2023	82943	5428	CITY OF LAKE GENEVA POLICE DEPT	65.00
07/07/2023	83037	6834	SOUTHPORT ENGINEERED SYSTEMS LLC	60,176.58
07/07/2023	83038	4973	US BANK	1,733.34
07/07/2023	83039	5091	WI DEPT OF ADMINISTRATION	600.00
07/10/2023	83040	2046	ALLIANT ENERGY	92.56
07/10/2023	83041	2109	AT&T MOBILITY	2,035.18
07/10/2023	83042	6263	CHARTER COMMUNICATIONS	359.97
07/10/2023	83043	2354	CULLIGAN OF BURLINGTON	166.60
07/10/2023	83044	2561	GENEVA ON LINE	117.00
07/10/2023	83045	6831	NUETZMANN, MICHELLE	960.00
07/10/2023	83046	6829	ROONEY, MICHAELA	960.00
07/10/2023	83047	4944	TRACTOR SUPPLY CREDIT PLAN	102.94
07/10/2023	83048	6835	WALWORTH COUNTY CIRCUIT COURT	400.00
07/10/2023	83049	6830	WARREN, JOSEPHINE	960.00
07/10/2023	83050	6836	WOOD COUNTY CLERK OF COURTS	493.00
07/12/2023	83051	2046	ALLIANT ENERGY	25,434.15
07/12/2023	83052	6839	BAKER, HAILEY	905.00
07/12/2023	83053	6838	BOECKMAN, CHAD	940.00
07/12/2023	83054	6263	CHARTER COMMUNICATIONS	208.93
07/12/2023	83055	2273	CHASE CARD SERVICES	6,206.11
07/12/2023	83056	6535	GORDON FLESCH CO INC	142.20
07/12/2023	83057	2800	KORNAK, EMILY	136.08
07/12/2023	83058	6594	LA LONDE CONTRACTORS INC	27,485.82
07/12/2023	83059	2884	LAKE GENEVA UTILITY	7,381.18
07/12/2023	83060	877	STINEBRINK'S PIGGLY WIGGLY	25.86
07/12/2023	83061	6837	WALLER, SUZANNE	940.00
07/12/2023	83062	6842	WALWORTH COUNTY CLERK OF COURTS	1,500.00
07/12/2023	83063	6840	WASSER, ROBERT	1,000.00
Grand Totals:				141,527.50

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	4.77	34,675.80-	34,671.03-
11-10-00-53980	40.00	.00	40.00
11-12-00-24280	2,393.00	.00	2,393.00
11-14-30-53320	520.00	.00	520.00
11-15-10-54500	831.77	.00	831.77
11-16-10-52220	4,073.56	.00	4,073.56
11-16-10-52260	503.61	.00	503.61
11-16-10-53100	478.37	.00	478.37

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
11-21-00-51380	321.03	.00	321.03
11-21-00-51900	10.55	.00	10.55
11-21-00-52210	1,879.58	.00	1,879.58
11-21-00-52220	47.82	.00	47.82
11-21-00-53100	117.09	3.41-	113.68
11-21-00-53120	65.00	.00	65.00
11-21-00-53160	635.02	.00	635.02
11-21-00-53420	302.00	.00	302.00
11-21-00-53610	106.76	.00	106.76
11-21-00-53990	245.66	1.36-	244.30
11-22-00-52210	632.57	.00	632.57
11-22-00-52220	1,671.19	.00	1,671.19
11-22-00-52260	475.78	.00	475.78
11-22-00-53500	106.07	.00	106.07
11-22-00-53510	190.83	.00	190.83
11-22-00-53990	265.43	.00	265.43
11-29-00-52220	54.28	.00	54.28
11-32-10-52210	208.93	.00	208.93
11-32-10-52220	929.88	.00	929.88
11-32-10-52260	470.65	.00	470.65
11-32-10-53400	122.95	.00	122.95
11-32-10-53450	426.99	.00	426.99
11-32-13-54100	375.00	.00	375.00
11-32-13-54300	236.07	.00	236.07
11-34-10-52220	381.80	.00	381.80
11-34-10-52230	9,228.68	.00	9,228.68
11-34-10-53700	17.81	.00	17.81
11-51-10-52220	1,088.51	.00	1,088.51
11-51-10-52260	457.10	.00	457.10
11-52-00-52220	534.70	.00	534.70
11-52-00-52260	1,000.87	.00	1,000.87
11-52-00-52270	620.44	.00	620.44
11-52-00-52500	40.98	.00	40.98
11-52-00-53990	169.13	.00	169.13
11-52-00-57360	138.00	.00	138.00
11-52-00-59220	50.85	.00	50.85
11-52-01-52220	1,406.51	.00	1,406.51
11-52-01-52260	631.12	.00	631.12
11-52-01-53400	131.00	.00	131.00
11-52-01-53500	40.86	.00	40.86
40-00-00-21100	335.00	16,045.78-	15,710.78-
40-54-10-52220	645.82	.00	645.82
40-54-10-53990	737.37	.00	737.37
40-55-10-23530	7,000.00	.00	7,000.00
40-55-10-46740	.00	335.00-	335.00-
40-55-10-52260	221.14	.00	221.14
40-55-10-53600	401.76	.00	401.76
40-55-20-52260	2,522.05	.00	2,522.05
40-55-20-53600	166.60	.00	166.60
40-55-30-52220	4,284.74	.00	4,284.74
40-55-30-52640	66.30	.00	66.30
43-00-00-21100	.00	87,662.40-	87,662.40-
43-16-10-17010	60,176.58	.00	60,176.58

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
43-32-10-17020	27,485.82	.00	27,485.82
48-00-00-21100	.00	367.48-	367.48-
48-00-00-52220	92.56	.00	92.56
48-00-00-52260	52.86	.00	52.86
48-00-00-53400	187.35	.00	187.35
48-00-00-53510	34.71	.00	34.71
99-00-00-21100	8.25	3,124.06-	3,115.81-
99-00-00-52110	479.14	8.25-	470.89
99-00-00-52220	1,232.21	.00	1,232.21
99-00-00-53120	70.12	.00	70.12
99-00-00-53990	238.67	.00	238.67
99-00-00-54100	12.33	.00	12.33
99-00-00-54150	106.55	.00	106.55
99-00-00-54155	57.34	.00	57.34
99-00-00-55100	600.00	.00	600.00
99-00-00-55110	185.50	.00	185.50
99-00-00-55320	142.20	.00	142.20
Grand Totals:	142,223.54	142,223.54-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {<>} 61

[Report].Invoice GL Account = {<>} 62

Invoice.Batch = "PP07052023","07072023","07102023","07122023"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "07192023","07192023A","L07192023","L07192023A"

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

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

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
ADAMS ELECTRIC INC				
28062	07/11/2023	LIGHTING PROJECT WEST END	99-00-00-52160 PROFESSIONAL SERVICES	19,377.00
Total ADAMS ELECTRIC INC:				19,377.00
ASPHALT CONTRACTORS INC				
23304	06/28/2023	ASPHALT PATCHING-VAR LOC	11-32-10-53700 ROAD MAINTENANCE SUPPLIES	17,753.00
Total ASPHALT CONTRACTORS INC:				17,753.00
AURORA HEALTH CARE INC.				
505-CI0002741	06/30/2023	3RD QTR 2023 FEE	11-10-20-51350 EAP PROGRAM	937.50
Total AURORA HEALTH CARE INC.:				937.50
BATZNER PEST CONTROL				
47802900	06/26/2023	PEST CONTROL-JUNE	40-55-10-53600 UPPER RIVIERA MAINTENANCE	157.30
Total BATZNER PEST CONTROL:				157.30
BREEZY HILL NURSERY				
INV/2023/2240	07/05/2023	LANDSCAPE MAINT-BI MONTHL	42-34-50-52200 PARKING LOT PLANTING/MAINT	4,970.25
Total BREEZY HILL NURSERY:				4,970.25
BUMPER TO BUMPER AUTO PARTS				
662-474574	07/05/2023	HYD COUPLER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	39.97
Total BUMPER TO BUMPER AUTO PARTS:				39.97
CHAMPION COMPANIES OF WISCONSIN INC				
706109-000	06/27/2023	OUTSIDE WALL BLOCK	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	309.40
Total CHAMPION COMPANIES OF WISCONSIN INC:				309.40
CINTA FIRE PROTECTION F36				
0F36672250	06/27/2023	EXTINGUISHER FLAG SEAL TA	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	487.59
Total CINTA FIRE PROTECTION F36:				487.59
CITY ELECTRIC				
LKG/087077	06/29/2023	KNUCKL MNTD LIGHT LIBRARY	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	70.70
Total CITY ELECTRIC:				70.70
CIVIC SYSTEMS LLC				
CVC23495	06/26/2023	CIVIC SUPPORT FEES JULY-DE	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	4,473.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total CIVIC SYSTEMS LLC:				4,473.00
COMPOST MANAGEMENT INC				
40080	06/26/2023	BOLT .38 16X16 MAINT-OAK HIL	48-00-00-53510 CEM VEHICLE MAINT/REPAIR	35.85
Total COMPOST MANAGEMENT INC:				35.85
DEKIND COMPUTER CONSULTANTS				
36323	07/03/2023	IT SERVICES-AUG 2023	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	7,385.00
Total DEKIND COMPUTER CONSULTANTS:				7,385.00
DONAHUE, KIM				
CN81C3B014-	06/26/2023	RESTITUTION #3	11-12-00-45100 COURT PENALTIES & FINES	1,550.84
Total DONAHUE, KIM:				1,550.84
EDWARD JONES				
APR-JUN 2023	07/05/2023	PERP CARE CEM-2ND QTR 202	49-00-00-24200 DUE TO INVESTMENT ACCT	11,000.00
Total EDWARD JONES:				11,000.00
ELKHORN NAPA AUTO PARTS				
305158	06/29/2023	VALVOLINE HIGH PERFORMAN	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	43.55
Total ELKHORN NAPA AUTO PARTS:				43.55
FAIRWYN SB INC				
1720 RIDGEW	06/27/2023	1720 RIDGEWAY POINT	11-00-00-23540 DEVELOPER DEPOSITS	3,500.00
1790 RIDGEW	07/10/2023	1790 RIDGEWAY PT	11-00-00-23540 DEVELOPER DEPOSITS	3,500.00
561 N STONE	06/27/2023	561 N STONE RIDGE DR	11-00-00-23540 DEVELOPER DEPOSITS	3,500.00
Total FAIRWYN SB INC:				10,500.00
GFL ENVIRONMENTAL INC.				
V20000014466	06/30/2023	ST SWEEPINGS DISPOSAL	11-36-00-52960 SOLID WASTE-STREET DEPT	748.50
Total GFL ENVIRONMENTAL INC.:				748.50
GIRAFFE ELECTRIC				
23-466	06/22/2023	DUNN FIELD RESTROOM REPAI	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	317.50
23-468	06/22/2023	DISPOSAL IN KITCHEN	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	250.00
Total GIRAFFE ELECTRIC:				567.50
HEYER TRUE VALUE				
364252	06/08/2023	SINGLE CUT KEY-PARKS	11-52-00-53400 PARKS OPERATING SUPPLIES	23.88
364252	06/08/2023	SHOP UTILITY KNIFE	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	21.98
Total HEYER TRUE VALUE:				45.86
INGRAM LIBRARY SERVICES				
75311858	04/03/2023	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	11.72
multiple 54100	04/05/2023	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	260.06
multiple July 20	07/10/2023	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	3,134.65
multiple July 20	07/10/2023	ADULT NONPRINT	99-00-00-54140 LIBRARY NONPRINT MATERIALS	293.70

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
multiple July 20	07/10/2023	YOUTH MATERIALS	99-00-00-54110 LIBRARY YOUTH MATERIALS	387.57
Total INGRAM LIBRARY SERVICES:				4,087.70
IQ RESOURCE GROUP INC				
115580	06/30/2023	TEMP PARKING STAFF	11-15-10-51200 ACCOUNTING WAGES	126.48
115580	06/30/2023	TEMP PARKING STAFF	42-34-50-51160 PARKING WAGES-CLERK/DISPATCH	1,138.32
115701	07/07/2023	TEMP PARKING STAFF	42-34-50-51160 PARKING WAGES-CLERK/DISPATCH	1,138.32
115701	07/07/2023	TEMP PARKING STAFF	11-15-10-51200 ACCOUNTING WAGES	126.48
Total IQ RESOURCE GROUP INC:				2,529.60
JERRY WILLKOMM INC				
297874	06/21/2023	1505.0 GALS GAS	11-32-10-53410 VEHICLE-FUEL & OIL	5,250.95
2978741	06/21/2023	1505.0 GALS GAS	11-32-10-53410 VEHICLE-FUEL & OIL	5,250.95
Total JERRY WILLKOMM INC:				10,501.90
JOHNS DISPOSAL SERVICE INC				
1132147	07/06/2023	JULY SERVICE-GARBAGE	11-36-00-52960 SOLID WASTE-STREET DEPT	37,479.60
1132147	07/06/2023	JULY SERVICE-RECYCLE	11-36-00-52970 SOLID WASTE-RECYCLING	20,566.80
Total JOHNS DISPOSAL SERVICE INC:				58,046.40
KAPUR & ASSOCIATES INC				
114050	06/30/2023	BIL	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	125.00
119668	06/15/2023	STONERIDGE PH 2	11-00-00-13910 A/R BILL OUTS	533.50
119682	06/15/2023	BLOOMFIELD RD TAP GRANT	43-52-00-53100 TAP GRANT CAPITAL PROJECTS	128.00
119687	06/15/2023	GAP PROPERTIES	11-30-00-52160 CITY ENGINEERING FEES	56.00
119689	06/15/2023	VISTAS SHODEEN	11-00-00-13910 A/R BILL OUTS	3,582.23
119693	06/15/2023	LG TENNIS ADDITION	11-00-00-13910 A/R BILL OUTS	126.00
119734	06/20/2023	1580 ORCHARD LN	11-00-00-13910 A/R BILL OUTS	189.00
119736	06/20/2023	DT SUBSTATION-ALLIANT PR	11-00-00-13910 A/R BILL OUTS	252.00
119737	06/20/2023	BASSO-ANNEXATION	11-00-00-13910 A/R BILL OUTS	189.00
119738	06/20/2023	GIS UPDATES	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	265.00
119739	06/20/2023	CITY PLANNING	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	89.00
119741	06/20/2023	RIVIERA PARKING	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	2,368.56
119746	06/21/2023	SUMMERHAVEN PH 3	11-00-00-13910 A/R BILL OUTS	14,028.26
119769	06/21/2023	SYMPHONY BAY PH 6	11-00-00-13910 A/R BILL OUTS	382.00
119772	06/21/2023	TOWN BANK	11-00-00-13910 A/R BILL OUTS	189.00
119773	06/21/2023	STONE RIDGE PH 3	11-00-00-13910 A/R BILL OUTS	4,074.88
119774	06/21/2023	GOLDEN YEARS	11-00-00-13910 A/R BILL OUTS	230.00
Total KAPUR & ASSOCIATES INC:				26,807.43
LAKE GENEVA UTILITY				
1399 PLEASA	02/03/2023	1399 PLEASANT ST	45-00-00-24520 WATER IMPACT FEES	1,690.00
1399 PLEASA	02/03/2023	1399 PLEASANT ST	45-00-00-24530 SEWER IMPACT FEES	1,865.00
1565 N STONE	05/31/2023	1565 N STONE RIDGE DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
1565 N STONE	05/31/2023	1565 N STONE RIDGE DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
1720 RIDGEW	06/12/2023	1720 RIDGEWAY POINT	45-00-00-24520 WATER IMPACT FEES	1,690.00
1720 RIDGEW	06/12/2023	1720 RIDGEWAY POINT	45-00-00-24530 SEWER IMPACT FEES	1,865.00
1730 LASALLE	06/12/2023	1730 LASALLE ST	45-00-00-24520 WATER IMPACT FEES	1,690.00
1730 LASALLE	06/12/2023	1730 LASALLE ST	45-00-00-24530 SEWER IMPACT FEES	1,865.00
1790 RIDGEW	06/09/2023	1790 RIDGEWAY POINT	45-00-00-24520 WATER IMPACT FEES	1,690.00
1790 RIDGEW	06/09/2023	1790 RIDGEWAY POINT	45-00-00-24530 SEWER IMPACT FEES	1,865.00
1806 FOREST	06/05/2023	1806 FORESTVIEW COURT	45-00-00-24520 WATER IMPACT FEES	1,690.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
1806 FOREST	06/05/2023	1806 FORESTVIEW COURT	45-00-00-24530 SEWER IMPACT FEES	1,865.00
1862 FOREST	06/12/2023	1862 FORESTVIEW COURT	45-00-00-24520 WATER IMPACT FEES	1,690.00
1862 FOREST	06/12/2023	1862 FORESTVIEW COURT	45-00-00-24530 SEWER IMPACT FEES	1,865.00
525 MAPLE ST	04/11/2023	525 MAPLE ST	45-00-00-24520 WATER IMPACT FEES	1,690.00
525 MAPLE ST	04/11/2023	525 MAPLE ST	45-00-00-24530 SEWER IMPACT FEES	1,865.00
561 N STONE	06/09/2023	561 N STONE RIDGE DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
561 N STONE	06/09/2023	561 N STONE RIDGE DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
928 GRANT ST	06/10/2023	928 GRANT ST	45-00-00-24520 WATER IMPACT FEES	1,690.00
928 GRANT ST	06/10/2023	928 GRANT ST	45-00-00-24530 SEWER IMPACT FEES	1,865.00
Total LAKE GENEVA UTILITY:				35,550.00
MACCARB				
INV070750	03/17/2023	CO2 PICK UP RENTAL	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	34.40
INV075790	05/01/2023	CO2 TANK RENTAL	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	395.94
INV126854	05/01/2023	RIVIERA TANK RENTAL FEE	40-55-10-53500 BLDG MAINT SUPPLIES-UPPER RIV	395.94
Total MACCARB:				826.28
MARED MECHANICAL				
135710	06/28/2023	HVAC	11-16-10-52400 CITY HALL BUILDING REPAIRS	495.00
Total MARED MECHANICAL:				495.00
MIDSTATE EQUIPMENT				
V80657	06/29/2023	RETURN PARTS FOR MOWER #	11-52-00-52500 EQUIPMENT REPAIR SERVICES	321.16-
Total MIDSTATE EQUIPMENT:				321.16-
MKCELLULAR INC				
MKCLIN23647	06/28/2023	CHARGER, CASE, CORD-FRED	11-24-00-53100 BLDG INSPECTOR OFFICE SUPPLIES	80.00
Total MKCELLULAR INC:				80.00
MSA PROFESSIONAL SERVICES INC				
R19995004.0 -	06/16/2023	2022 STREET IMP PROJ	43-32-10-17010 2021/2022 STREET IMP PROGRAM	71,643.02
Total MSA PROFESSIONAL SERVICES INC:				71,643.02
OFFICE PRO INC				
655683-1	06/27/2023	GARBAGE BAGS - PARKS	11-52-00-53400 PARKS OPERATING SUPPLIES	2,092.50
657639-0	06/28/2023	BATHROOM SUPPLIES	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	282.22
657639-0	06/28/2023	BATHROOM SUPPLIES	11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS	26.62
658360-0	07/10/2023	CLEANING SUPPLIES RIVIERA	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	554.96
CC070623-0	07/06/2023	DAMAGED SOAP	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	58.75-
Total OFFICE PRO INC:				2,897.55
PESCHES GREENHOUSE				
25275	05/15/2023	FESENMAIER SON FUNERAL	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	70.00
Total PESCHES GREENHOUSE:				70.00
PHIL'S ELECTRIC DRAIN				
255050	06/26/2023	BEACH HOUSE URINAL REPAIR	40-54-10-53520 BEACH MAINTENANCE SUPPLIES	220.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total PHIL'S ELECTRIC DRAIN:				220.00
POMP'S TIRE SERVICE INC				
60310256	06/28/2023	#128 TORQUE	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	298.20
Total POMP'S TIRE SERVICE INC:				298.20
RHYME BUSINESS PRODUCTS				
AR641785	05/31/2023	COPIER-JUNE2023	11-12-00-53610 EQUIPMENT MAINT SERVICE COSTS	35.00
Total RHYME BUSINESS PRODUCTS:				35.00
ROTE OIL				
231790208	06/28/2023	319 GALS ON ROAD DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	972.95
231790209	06/28/2023	147.4 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	431.27
231870412	07/06/2023	268.3 GALS ON ROAD DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	807.58
Total ROTE OIL:				2,211.80
RUEKERT & MIELKE INC				
147361	07/05/2023	IMPACT FEE STUDY AND DEV	11-69-30-52130 IMPACT FEES STUDY	595.00
Total RUEKERT & MIELKE INC:				595.00
SEABEAR PRESS				
23-2-LakeGene	07/03/2023	YOUTH MATERIALS	99-00-00-54110 LIBRARY YOUTH MATERIALS	19.00
Total SEABEAR PRESS:				19.00
SHERWIN WILLIAMS				
7199-7	06/29/2023	LINE PAINTING SUPPLIES	11-34-10-53700 MARKING PAINT	128.50
Total SHERWIN WILLIAMS:				128.50
SHRED-IT				
8004169767	06/25/2023	SHREDDING SVC-JUNE	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	68.74
Total SHRED-IT:				68.74
SIGNATURE SIGNS LLC				
5972	06/26/2023	SIGNS	42-34-50-52500 KIOSK REPAIRS/SUPPLIES	500.00
5973	06/26/2023	PARKS BATHROOM SIGNAGE	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	60.00
Total SIGNATURE SIGNS LLC:				560.00
SOUTHPORT ENGINEERED SYSTEMS LLC				
W56527	07/06/2023	HVAC SERVICES	11-16-10-52400 CITY HALL BUILDING REPAIRS	319.00
Total SOUTHPORT ENGINEERED SYSTEMS LLC:				319.00
STATE OF WISCONSIN				
64-246 06/23	07/05/2023	COURT FINES-JUN 2023	11-12-00-24240 COURT FINES-STATE	4,972.21
Total STATE OF WISCONSIN:				4,972.21

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
SYSTEMS DESIGN				
24068	06/15/2023	IRRIGATION REPAIRS-LIB PK	11-52-00-53520 GROUNDS MAINT SUPPLIES	1,067.51
Total SYSTEMS DESIGN:				1,067.51
TIMBERLINE SIGN CO INC				
4457	06/11/2023	FOUR SEASONS NATURE PRE	11-52-00-58400 4 SEASON NATURE PRESERVE	4,015.00
4458	06/28/2023	FLAT IRON PARK SIGN	11-52-00-58400 4 SEASON NATURE PRESERVE	2,820.00
Total TIMBERLINE SIGN CO INC:				6,835.00
UNIQUE MANAGEMENT SERVICES INC				
6114813	07/01/2023	COLLECTION FEES-JUN	99-00-00-55110 LIBRARY CIRCULATION SUPPLIES	82.40
Total UNIQUE MANAGEMENT SERVICES INC:				82.40
UNITED LABORATORIES				
INV381538	06/23/2023	PARKS CLEANERS & POLISH	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	952.88
Total UNITED LABORATORIES:				952.88
UNITED PUBLIC SAFETY INC				
UPS00047780	12/01/2021	CG WARRANTY	42-34-50-54500 SUPPORT CONTRACTS	840.00
UPS00050520	06/30/2023	PLATE LOOKUPS JUNE	42-34-50-54500 SUPPORT CONTRACTS	567.50
Total UNITED PUBLIC SAFETY INC:				1,407.50
VANDEWALLE & ASSOCIATES INC				
202306011	06/19/2023	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	5,708.94
202306011	06/19/2023	TAP GRANT	43-52-00-53100 TAP GRANT CAPITAL PROJECTS	30.00
202306011	06/19/2023	CITY PLN-COMP PLN PROC	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	827.29
Total VANDEWALLE & ASSOCIATES INC:				6,566.23
VERIZON CONNECT FLEET				
619000044747	07/03/2023	MONTHLY TELEMATICS BILLIN	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	106.63
Total VERIZON CONNECT FLEET:				106.63
WALWORTH COUNTY				
64-246 06/23	07/05/2023	COURT FINES-JUN 2023	11-12-00-24200 COURT FINES-COUNTY	1,491.14
Total WALWORTH COUNTY:				1,491.14
WALWORTH COUNTY SHERIFF				
130032	06/01/2023	PRISONER CONFINEMENT-MAY	11-12-00-52900 CARE OF PRISONERS	110.00
Total WALWORTH COUNTY SHERIFF:				110.00
WI ELEVATOR INSPECTION INC.				
17914	06/30/2023	ELEVATOR INSPECTION	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	240.00
Total WI ELEVATOR INSPECTION INC.:				240.00
WIL-KIL PEST CONTROL				
4672049	06/19/2023	PEST CONTROL	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	65.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total WIL-KIL PEST CONTROL:				65.00
WITTE SUPPLY COMPANY				
139884	07/05/2023	2 TURF #50 BAGS EAST ST.	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	272.00
Total WITTE SUPPLY COMPANY:				272.00
Grand Totals:				322,290.27

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "07192023","07192023A","L07192023","L07192023A"

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

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



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

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE
MONDAY, JULY 24, 2023 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Chairperson, Shari Straube, Ken Howell, Cindy Yager, Tim Dunn, and Joan Yunker

CITY HALL WILL BE OPEN TO THE PUBLIC DURING ALL MEETINGS. THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:

1. Links to the City of Lake Geneva's live video stream can be found at <https://cityoflakegeneva.gov/319/City-Meetings-Video-Stream>
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. Meeting called to order by Chairperson Straube
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the June 26, 2023 Public Works Committee Minutes as Prepared and Distributed
5. Director of Public Works Report
6. Parking Manager Report
7. Kapur Engineer Report
8. MSA Report
9. Discussion / Recommendation Regarding the Continuation of the South Street TAP Grant Project [Admin]
10. Discussion / Recommendation Options for Intersection Interchange North and Center Street [Ald. Dunn]
11. Discussion / Recommendation Kapur Task Order for Design, Managment, and Assessment of New Sidewalk Along Lake Geneva Blvd. and Edwards Blvd. as Requested by PWC [Kapur]
12. Discussion / Recommendation Options for the Lake Geneva Riviera/Beach ADA Access [Kapur]

13. Discussion / Recommendation Pay Application #4 for the Pine Tree Lane and Mariane Terrace project in the Amount of \$198,558.49 [MSA]

14. Discussion / Recommendation Regarding Surplus DPW Material [DPW]

15. Future Agenda Items

16. Adjournment

This is a meeting of the Public Works Committee. No official Council action will be taken; however, a quorum of the Council may be present.

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE
MONDAY, JUNE 26, 2023 - 4:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Meeting called to order by Chairperson Straube at 4:00 pm

Roll Call: Chairperson, Shari Straube, Ken Howell, Cindy Yager, Tim Dunn, Joan Yunker

Comments from the Public Limited to 5 minutes, Limited to Items on this Agenda

A letter was read on behalf of Monica & Luke Pfeifer of Maxwell Mansion regarding item #13; the Baker Street sidewalk assessment referencing collaboration regarding time of work, the trees, landscaping, and the fee assessment for upcoming construction work as it relates to ADA sidewalk compliance.

Sheri Ames, 603 Center St. she attended the last PWC meeting, spoke to DPW Dir. regarding her double length alley that was completed last year. She stated that a filling was supposed to be added, that it hasn't been completed, but she's hoping it will get done. She would also like speed bumps put in to prevent cars from speeding.

Peg Esposito, 124 Darwin St. She would like to make sure the community comments remain heard regarding the South Street Trail i.e., not tearing down trees or putting a bike lane along driveways. She would also like to see something more interesting, such as curved sidewalks along Hillmoor and not just a standard straight sidewalk. Also, intersection design would be helpful to see what the design was, and she believes a "gant" sic chart would be helpful to understand the timing and planning to keep the people informed as to where the traffic will be rerouted.

Mary Jo Fesenmaier, 1085 S. Lake Shore Dr. She referenced item #6; the Parking Report and she pointed out that there are two spots located behind Egg Harbor. One parking spot was filled with a dumpster and the other parking spot has a trailer in it so the city should be getting half the parking revenue cost, and she doesn't know why we would be waiving that as they've been there for a long time. She stated hopefully the Parking Manager staff can investigate getting the money that's owed to the city. She also referenced item #8 – she would like to make sure the Center St. alley gets filled in on the sides of the roads by the curbs (no lips into people's driveways). Fesenmaier on item #12 expressed interest in understanding the benefit of switching from a private road to a public road to include cost. She also addressed item #15 letter D # 2 & #3 as she didn't recall if we revised the cost on the Northside. She shared that using a sharrow as referenced in the City Administrator's emails was a good idea, and stated, we should not disturb the path along Big Foot Beach State Park (put sharrow there instead), eliminate properties on the Northside of South Street, she suggested sections around Badger H.S. be torn out and paved, rehabilitate referenced intersections, pave to connect intersection to sidewalks, rehabilitate and enhance the pedestrian intersection with ADA ramps & lighted signs, and special assess for sidewalk along Bloomfield Road. She also asked about the funding for the title search not being in the original cost.

Carol Brady, 781 South Street, she mentioned she was addressing item #2 the Big Foot area, and she would like it left the way that it is.

Bill Henry, Kehoe Henry Ass. Representing Lake Geneva Lanes / Neil Gill owner to the left on item #15 encouraged the city to extend the road to three lanes - Curtis to Edwards Blvd. He believes it's a great opportunity to enhance the flow along with increasing safety.

Approval of the March 27, 2023, Public Works Committee Minutes as Prepared and Distributed

Ald. Yunker motioned to approve the March 27, 2023, Public Works Committee minutes, second by Ald. Dunn. Motion carried 5-0.

Director of Public Works Report

DPW Director stated the city was experiencing quite a bit of vandalism. There were trees damaged downtown (12 total now) on Main St. We tried opening the Dunn Field bathroom again this year and there was approximately \$1,000 in damages so we closed it again. The entire DPW report is in the packet.

Parking Manager Report

Parking Manager, Elder shared month of May total revenue between kiosk and parking was just shy of \$313,000 which compared to 2022 was \$222,000 which is due to the rate increase going from \$2.00 to \$4.00. The Coin percentage continues to drop to less than 1%. He has waived some parking fees, but not since we last met. The Parking Manager noted that the city does pay for the shuttle at \$750 per day, per bus. Nothing to report on Lot I yet, but the Parking Manager will have the reservation process up and running by the end of the week.

Kapur Engineering Report

Kapur Representative, Raush shared in the packet was her memo summarizing the 2023 Street Program that was awarded at the City Council meeting to Wolf Paving. The pre-con meeting was held with Wolf Paving on Monday, June 19th with work to proceed in August and to be completed by October 15th. Wells St. will be done after Labor Day. The sidewalk study was also passed at the City Council meeting except for Baker St. Two different options are being proposed for ADA access to the Riviera Beach and they're hoping to get in for the July meeting. She's approximately 80% through the process and hoping to get going on that.

MSA Report

MSA Representative, DeYoung referenced the outstanding fill from the Center St. project is on the punch list and will get taken care of. He stated the project on Wrigley & Cook went well with some final pay requests coming up. Pine Tree Lane & Marianne Terrace surface pavement is planned for Wednesday of this week and it's close to being done.

Discussion / Recommendation on Continuing the TAP Grant Project [City Administrator]

The City Admin stated that his May 24, 2023, memo to the Council outlines items needed from the City for WisDOT to consider. The city cannot receive direction from WisDOT until these questions are answered. The DPW Director referenced his map in the packet showing areas in red which will be removed from the project, and items in green which will remain. The red area contains the area on the Northside of South Street. The green area contains the rest of the original submittal and includes the South St/Bloomfield Rd/Wells St. intersection pedestrian improvements, as well as the crosswalk between the High School and Middle School near the football field and the connection South on Wells Street to the City limit. These areas were in the original application and would remain.

DPW Dir. continued that WisDOT is concerned with the alignment of the path starting at the west edge of Badger H.S. lot, to the South St. entrance, to Bigfoot State Park. The existing trail is partially on the State Park property. WisDOT has noted that they would like to see the path placed entirely on City owned right of way (ROW). DPW Dir. referenced in the packet there was a list of potential trees to be removed for the path to be aligned. He also stated that any tree removed would be replaced somewhere in the city. The Committee and Council will need to decide on what we will submit to WisDOT. The Admin noted that an estimate from the Consulting Engineer to make revisions to the plan is \$20-30k, and that does not guarantee WisDOT will approve. WisDOT can send it back for further revisions. Ald. Howell asked if the city decided not to move forward what would be lost. DPW Dir. stated approximately \$840k of the grant. Admin noted that if we did not accept the grant, the city would need to pay the approximately \$139k we have already spent.

Ald. Yunker expressed concern regarding the elevated cost. DPW Dir. pointed out the grant was a matching grant, 80% State, 20% City and explained that the original engineer estimate was around \$1.2 million which would put the city cost share at approximately \$220k+/- . Updated costs have soared to over \$1.6 million placing the city portion at approximately \$300-400k. DPW Dir. stated they brought that up to WisDOT and they (WisDOT) understood the dilemma and therefore would allow the city to propose shortening the length of the project to bring costs down to the original numbers. However, the City Engineer pointed out that WisDOT has made it clear they still would like the connection to South Lake Shore Dr. by placing sharrows between South Lake Shore Drive (SLSD) and the west termini of the off-road path.

Ald. Yager asked the City Engineer what would happen if we decided to leave the alignment next to the park as is, the Engineer responded that WisDOT would require a permanent easement from the park essentially killing the project. Ald. Yager asked the difference between a temporary and permanent easement. Temporary is for working on property and permanent is for placing something permanently. The Engineer also noted that WisDOT has stated they will not allow sharrows and a path on the same stretch of road, either on or off the pavement.

Chmn Straube asked why the path was not continued on the Southside of South St. DPW Dir. responded that the grant application did not accept multi-jurisdictional applications and that section lies entirely in the Town of Linn.

Ald. Howell motioned to continue the Tap Grant Project and send it to FLR, Ald. Dunn seconded.

Ald. Yager made amendment to the motion to stop the trail at the west edge of the High School and move it across the road to Mobile St. Motion to amend received no second, so it failed.

Engineer stated that was not in the application and does not make the connection WisDOT is looking for. Ald. Yager stated children on bikes already use South St. in the red area. DPW stated WisDOT is looking for the connection to SLSD as a future path may connect to Illinois. DPW stated he had conversations regarding the path with the School Superintendent, Business Manager and Buildings and Grounds Super. They supported the project.

Roll Call Vote on original motion to approve as is and send to FLR.
Yunker-no, Dunn-yes, Yager-no, Howell-yes, Straube-yes. Motion carried 3-2.

Discussion / Recommendation No Parking Zone to be Created on Sonata Way at Townline Road
[**DPW / PD**]

Dir. Earle explained that this is due to an overflow from Veteran's Park tournaments.
Ald. Howell motioned to approve, second by Ald. Yunker. Motion carried 5-0.

Discussion / Recommendation to Change Ordinances, Ch 62-1 for Maytag Dr. from a Private Road to City Owned Public Road [**DPW / CLERK**]

Dir. Earle stated this is a housekeeping item and was not removed from the map.

Ald. Dunn motioned to approve, second by Ald. Yunker. Motion carried 5-0.

*Discussion / Recommendation Baker Street Sidewalk Assessment [**KAPUR**]*

Dir. Earle stated that this agenda item was sent back to PWC from the Council. This stretch of sidewalk bordering Maxwell Mansion fills in a gap. This sidewalk would head back to Wells and improve ADA compliance. Estimate \$13,000 and two trees would have to be removed and one might be replaced. Larger trees on the sidewalk work around. Potential future connection on Wells St. The issue of the sidewalk assessments will be addressed next month as a new project Kapur has been working on.

Ald. Yager mentioned that one of the issues the Maxwell Mansion is concerned with is the timing and Kapur said they would like to start before Memorial Day or after Labor Day. She stressed that the pre-construction does not start until August and the importance of coordinating with them. The area will stay open and not have a hard shut down along with signage to direct traffic. Construction would take place during the day and during the week and they would do their best to keep it clean.

Ald. Howell motion to approve, second by Ald. Dunn. Motion carried 5-0.

*Discussion / Recommendation Purchase of (2) Kubota RTV's from Capital Improvement [**DPW**]*

It was pointed out that there was a substantial amount of money saved when purchased. There's funding in the capital borrowing and these are needed for the parks.

Ald. Yunker motion to approve, second by Ald. Yager. Motion carried 5-0.

*Discussion / Recommendation Regarding WisDOT Working Meeting Project ID 3170-09-00/70
Section E, Subsection I. Expansion of the Roadway Between Curtis St. and Edwards Blvd. [**DPW**]*

DPW Dir. stated they're looking for a decision to participate in widening if the city chose to do so. Ald. Howell asked what's involved in tearing up the road. WisDOT does the bulk of the project, but if widened, the city would pay for it. DPW Dir. mentioned this is only the widening and completely in the State ROW per DPW Dir.

Ald. Howell motioned to approve, second by Ald. Dunn. Motion carried 5-0.

Ald. Yager asked about committing funds for this and how can the city pay for it? DPW Dir. said the city would need to include it in the budgeting. A placeholder only for clarification.

Future Agenda Items

Attempted stop light at Interchange North and Center St. (stop light or guarded crosswalk)

Adjournment

Ald. Howell motioned to adjourn at 5:25 pm, Yunker second. Motion carried 5-0.



To: Public Works Committee
From: Tom Earle, Director of Public Works
RE: July 2023 Director's Report

PUBLIC WORKS OFFICE & ADMINISTRATION

- DPW has met with several parties regarding the dumpster building at the Riviera.
- DPW met with Alliant Energy regarding locations for a new updated substation.
- DPW received many calls regarding crews on East Ave. removing trees. In fact, crews were doing Ice Storm abatement and clearing invasives from the area. The residents who called are not City residents, they are all located in the Town of Lyons. Building Inspection located the Developers Agreement to show staff was performing nothing against the annexation agreement.
- The Riviera Kitchen Equipment project funded by a Tourism Grant is wrapping up.
- DPW has currently selected Verizon to supply telematics for the DPW fleet. Installation is ongoing.
- DPW attended 3 WisDOT Grant webinars.
- DPW participated in a DPW Directors conference in Milwaukee.
- DPW continues to work on the well and charge wells from the Hillmoor irrigation system.
- DPW continues to work on the Hillmoor well house abatement.
- DPW has started compiling the Surplus Equipment list.
- DPW Staff worked on several equipment repair projects.
- DPW worked with Geneva Township DPW on various issues.
- DPW responded to inquiry regarding Cobb Park ownership.
- DPW has been working on the purchase of additional property on Cemetery Rd.
- DPW and the City Engineer have been working on the abandonment of the Logan St ROW.
- The Equipment Replacement Fund, Budget and CIP are ongoing.
- DPW responded to request from a young woman earning her Eagle Scout.
- DPW ordered the 2 Kubota RTV's that were approved at Council.
- The two pick-up trucks were approved by the Council and have been delivered to the dealer for final prep.
- Attend DRT meetings.
- Attend Staff meetings.
- Attend PWC/FLR meetings.

PUBLIC WORKS OPERATIONS

- Crews are working on Ice Storm damage near the Aldi.
- Crews have been replacing street name signage.
- Crews have been updating traffic signage.
- Trash cans repaired and painted.
- Pothole patching every other week.
- Street sweeping is ongoing, 5-7 days/week.
- Please see Cemetery, Tree, and Park Board minutes for additional DPW items.
- The new Four Seasons sign was placed on premise.



City of Lake Geneva

Department of Public Works

1065 Carey St.
Lake Geneva, WI 53147
262.248.6644

- Tree trimming- care is ongoing.
- Storm basin cleaning is ongoing.
- Crews replaced the roof on the information kiosks at Four Seasons.
- The brush drop-off has been busier than usual, approximately forty-five loads have been hauled to the recycling center in June.
- Various road patches were completed.
- Library Park irrigation issues are being addressed.
- Riviera Plaza irrigation is being addressed.
- Crews have been reporting high levels of Gypsy Moth infestations, primarily in the NW sections of the city.
- Light pole replaced on Edwards Blvd, auto accident.
- Various signs have been replaced due to vandalism.
- Dead deer have been removed from roadways as well as misc. smaller animals.
- Split rail fence replaced, Four Seasons
- Brush piles burned.
- Compost site managed weekly with rollover and recorded temps.
- Invasive weeds abatement sprayed weekly.
- Haul apx forty-five ton of street sweepings to Mallard Ridge
- Veteran's Park care has been ongoing due to several tournaments taking place.
- Equipment maintenance; mower blades, oil, grease, etc.
- Groom beach daily.
- Garbage pick-up downtown, in parks, at beach 7 days/week.
- Seaweed picked up 7 days/week.
- Downtown and park restrooms cleaned 7 days/week.
- Several instances of vandalism; stall doors ripped off, diapers, and rolls of TP placed in toilets, clothing flushed down toilets, sink ripped off wall, etc.
- Lakefront staff all weekends.
- Side/brush mowing on roads, parks, paths.
- Citywide street line painting.
- Multiple removals of dangerous trees in ROW's.
- Park trees and brush removals and maintenance.
- Dead wooding large ROW trees.
- Misc. other duties.



HELP THE ENVIRONMENT GET BETTER

ELECTRONIC RECYCLING

10:00 AM to 2:00 PM

Saturday, September 30, 2023

Lake Geneva

Department of Public Works

1065 Carey Street
Lake Geneva, WI 53147

***MUST PROVIDE PROOF OF RESIDENCY
IN LAKE GENEVA, WI**

(LICENSE / BILL / BANK STATEMENT)

**** only accepting residential / household electronics
NO large commercial items**



CITY OF LAKE GENEVA
PARKING SALES BY DAY - JUN

	CREDIT		TOTAL
	CASH	CARD	
1-Jun	143.25	4682.49	4,825.74
2-Jun	92.70	10859.06	10,951.76
3-Jun	75.45	18163.77	18,239.22
4-Jun	79.75	18542.04	18,621.79
5-Jun	106.50	4419.62	4,526.12
6-Jun	116.20	3318.52	3,434.72
7-Jun	113.40	4092.66	4,206.06
8-Jun	156.10	4968.77	5,124.87
9-Jun	102.65	12797.38	12,900.03
10-Jun	91.90	20057.71	20,149.61
11-Jun	30.55	7308.49	7,339.04
12-Jun	105.10	4003.68	4,108.78
13-Jun	70.55	2280.3	2,350.85
14-Jun	101.95	4974.01	5,075.96
15-Jun	118.70	5492.4	5,611.10
16-Jun	62.35	12415.46	12,477.81
17-Jun	78.30	21027.29	21,105.59
18-Jun	81.20	21637.13	21,718.33
19-Jun	135.90	8411.35	8,547.25
20-Jun	102.30	5969.45	6,071.75
21-Jun	126.35	5796.63	5,922.98
22-Jun	134.90	6881.96	7,016.86
23-Jun	84.05	14439.26	14,523.31
24-Jun	62.85	22539.72	22,602.57
25-Jun	58.95	16053.75	16,112.70
26-Jun	92.95	4534.29	4,627.24
27-Jun	128.20	5185.14	5,313.34
28-Jun	116.85	5342.28	5,459.13
29-Jun	125.30	5361.38	5,486.68
30-Jun	117.35	11258.23	11,375.58
	<u>3,012.55</u>	<u>292,814.22</u>	<u>295,826.77</u>
Net of Tax			<u>280,404.52</u>
2022			\$ 200,042.99
2021			215,261.60
2020			241,776.40

AVG 2020-2022 219,027.00
OVER (UNDER) 61,377.52

PARKMOBILE		net of tax
2022	71,543.00	67,813.27
2021	67,169.00	63,667.30
2020	22,845.75	21,654.74

WAIVED PARKING FEES 2023:
Art in the Park 7,440.00
Venetian Fest 14,640.00
Alzheimers Walk 440.00
TOTAL 22,520.00

LOT B (RIVIERA LOT) RESERVATIONS 2023:
5/12-5/12 Bacon Fest
3-Jun Bailey Wedding
1-Jul Boeckman Wedding
29-Jul Bobola Wedding
3-Sep Darcy Wedding

CITY SHUTTLE RIDERSHIP 2023:
Winterfest 766 (Sat), 583 (Sun); 1349
Art in The Park
Venetian Fest
Octoberfest

Coin	3,012.55	0.8%
CC	292,814.22	79.7%
Parkmobile	<u>71,543.00</u>	<u>19.5%</u>
	<u>367,369.77</u>	<u>100%</u>

Memo to City of Lake Geneva

To: Tom Earle, Director of Public Works **Date:** July 19, 2023

From: Naomi Rauch, P.E.
262-758-6032

CC: Nan Grebenor, City of Lake Geneva

Subject: Kapur Updates – July PWC

2023 Streets Program

Construction is anticipated to start in August with Well Street paving after Labor Day. We continue to communicate with Maxwell Mansion on possible construction timing; however, the schedule has not been determined yet and may change based on contractor and subcontractor availability.

2023 Street Program Sidewalk Assessment

City Council approved the Baker Street sidewalk as part of the 2023 street program sidewalk assessment program.

Riviera Beach Pedestrian Access

This item is in the packet for discussion.

Citywide Sidewalk Inventory and Assessment

The inventory manual is approximately 80% complete and will be picked up again now that time permits.

Geneva Lake Dam Repairs

Geneva Lake Dam Repairs, on behalf of the Geneva Lake Level Corporation (GLLC), is out to bid with a bid opening on July 27th 2023. A pre-bid meeting was held at the dam with three interested contractors. The existing seawall on City property must be repaired as part of the Geneva Lake Dam repairs. Bid Documents contain a separate contract for this work as it is proposed on City property. Providing the lowest responsible bid is reasonable, the contract will require approval through the City's processes. Wisconsin Department of Natural Resources (WDNR) permits have been applied for and are pending with a public notice period beginning as early as next week.

Center Street Culvert Lining

We are approximately 70% complete with construction plans and analysis for the Center Street Culvert Lining. This project was originally thought to be completed in tandem with the Geneva Lake Dam Repairs; however, the dam repairs being more time sensitive were prioritized. Separating the culvert lining from the dam repairs became easier from a permitting perspective.

From: City Administrator
Sent: Wednesday, May 24, 2023 10:16 AM
Subject: Status of TAP grant (South Street Trail Bike Path)
Importance: High

Members of the City Council,

This email is to provide an update on the City's request to amend the TAP grant which was awarded to the City of Lake Geneva. In November the Wisconsin Department of Transportation (WisDOT) was notified that the City wished to amend the original grant. General notes were provided at that time to outline the type of changes being requested.

In April of this year, WisDOT finally responded stating they would consider the changes. Based on multiple meetings with the State, the following items are required before a final decision will be made.

Item 1:

As part of the design documentation process, we must obtain approval from WisDOT, demonstrating that the proposed improvements meet the minimum bicycle accommodation requirements.

In previous communication, WisDOT has indicated that a sharrow is an acceptable accommodation for the level of traffic at this location. This information will be included in the reporting documents and should be approved (given it was provided by WisDOT).

Item 2:

In addition to the above, Consultants need a City decision regarding the two options along Big Foot Beach State Park frontage.

Those options are:

- Continuing with the new alignment as originally proposed and which has been approved by WDNR and WisDOT (removing trees on City property) which locates the trail in public R/W. This alignment would meet WisDOT design criteria and avoid complications with R/W and environmental impacts.
- Keep the path in its current location (try to save the remaining trees) which would require a permanent easement from the state (not sure if agreement has expired), likely 4(f) impacts and a new WDNR approval, and likely design exception documentation to get a substandard trail approved (assuming radii and lateral clearance may not meet design standards).

Please note that the decision made on this item could have an impact on the overall project schedule as related to R/W. Trying to maintain the current alignment may force the City to acquire a permanent easement from the State versus acquiring a temporary grading easement. It is important that the City understands the amended changes to the grant and makes informed decisions in a timely manner, to minimize impacts to the project schedule and level of effort.

From a cost standpoint, no matter which direction the City follows, STRAND will prepare an amendment that is reflective of a schedule delay (original schedule was 2024 construction, new schedule is 2025

construction), revisions and resubmittal of STRAND's approved environmental document, additional public involvement, additional meetings and communication, and revised design direction. At this point, costs are estimated between \$20,000 - \$30,000, recognizing that there will be savings in wall design and the plat because of the change in project limits. WisDOT has indicated (per the grant agreement) that we need to have the right of way completed by next August (2024) so that is a significant driver in the schedule and remaining effort.

ITEM 3:

Part of the grant requires that The City conduct title searches to determine real estate and acquisition needs. This information is required by WisDOT to ensure we are following all State and Federal grant requirements. There are a few properties that need to be researched with costs estimated at \$6,000.00.

Once all this is done, the State requires that we again hold a public information meeting to satisfy the grant's requirements and explain the change of scope from the original / approved grant. Only then will the State provide the City with a formal decision on whether this amended project can move forward.

This email is being provided to make you aware that these items will need to be brought to the Public Works Committee (and Council) to authorize or not allow the consultants to proceed. No further action on this project can be taken until this is addressed.

*Thank you,
Dave*



0 150 300 600 900 1,200 1,500 Feet

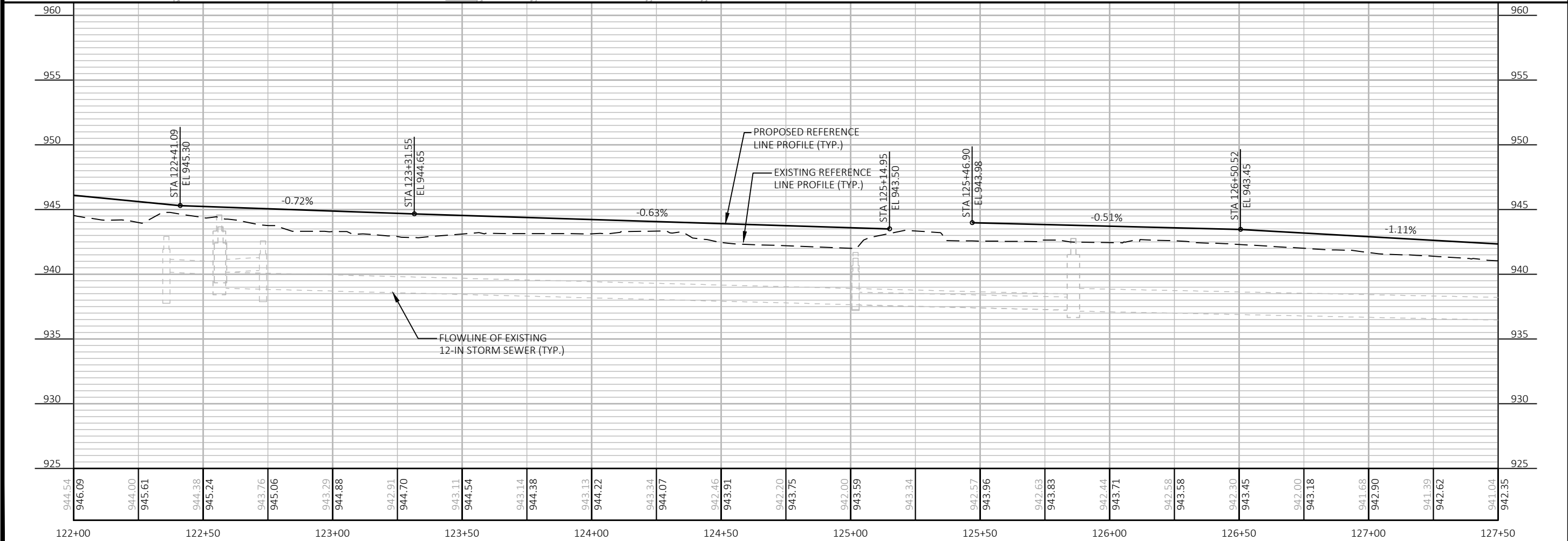
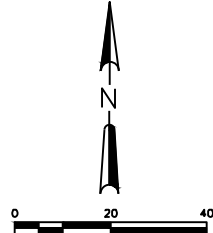
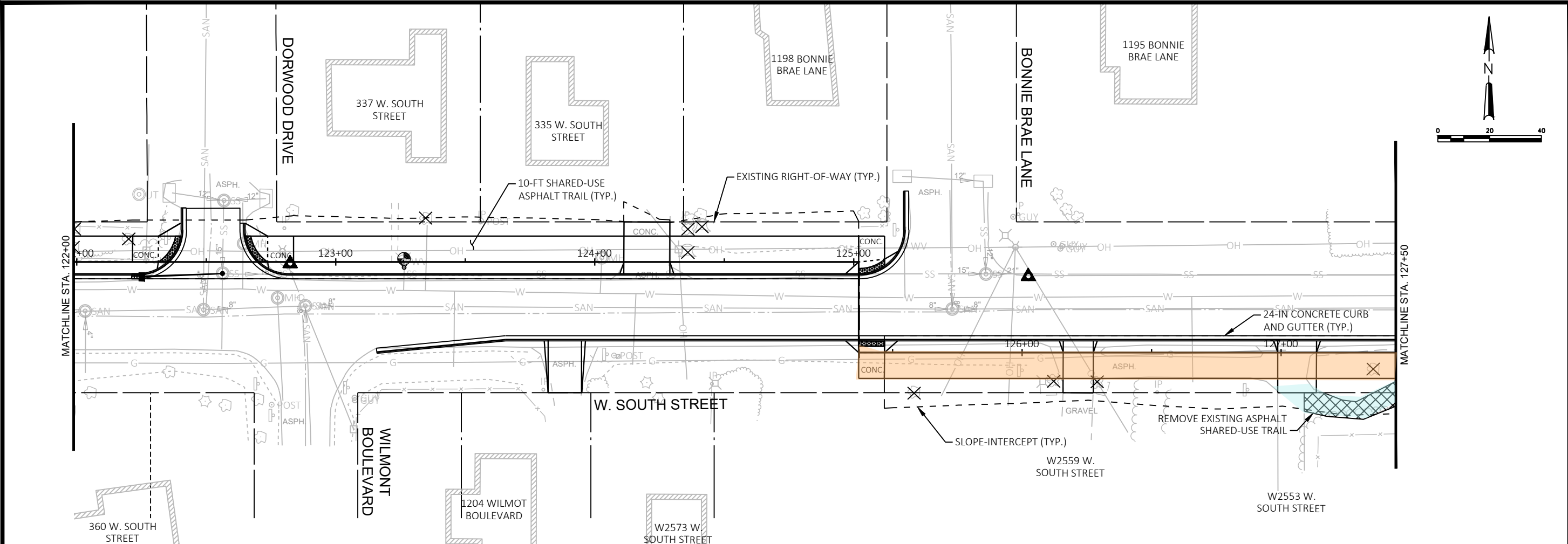
1 inch = 750 feet

Map Produced on: 9/19/2022

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

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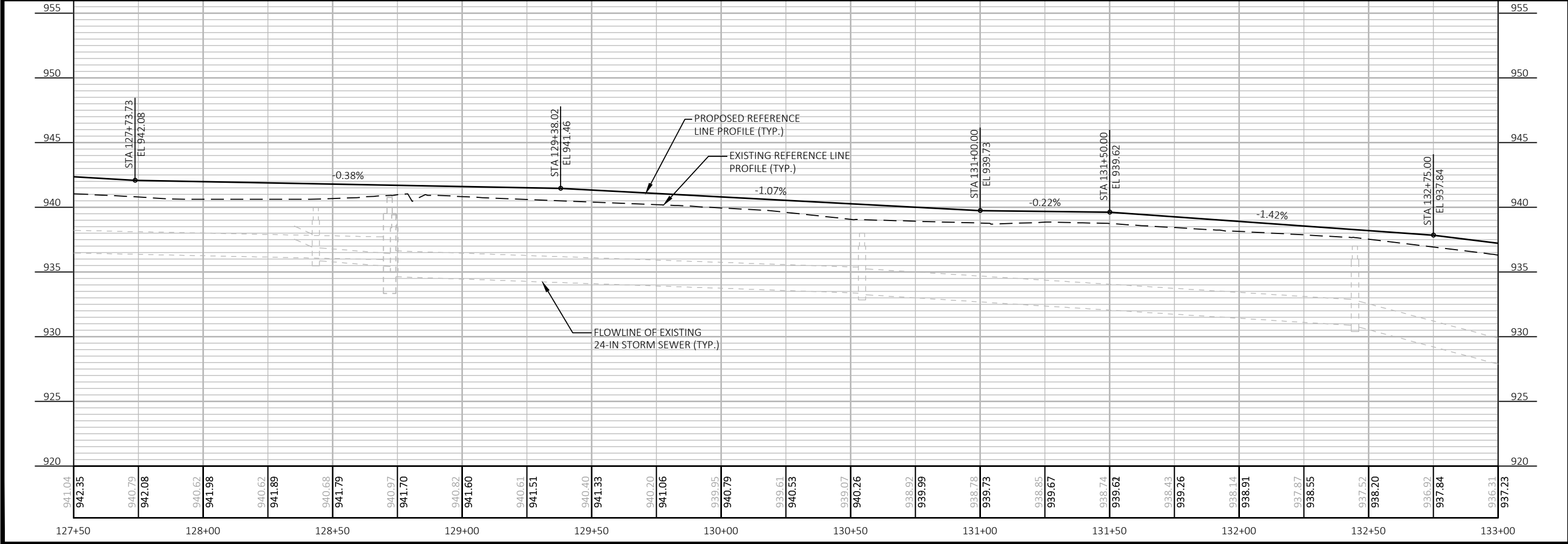
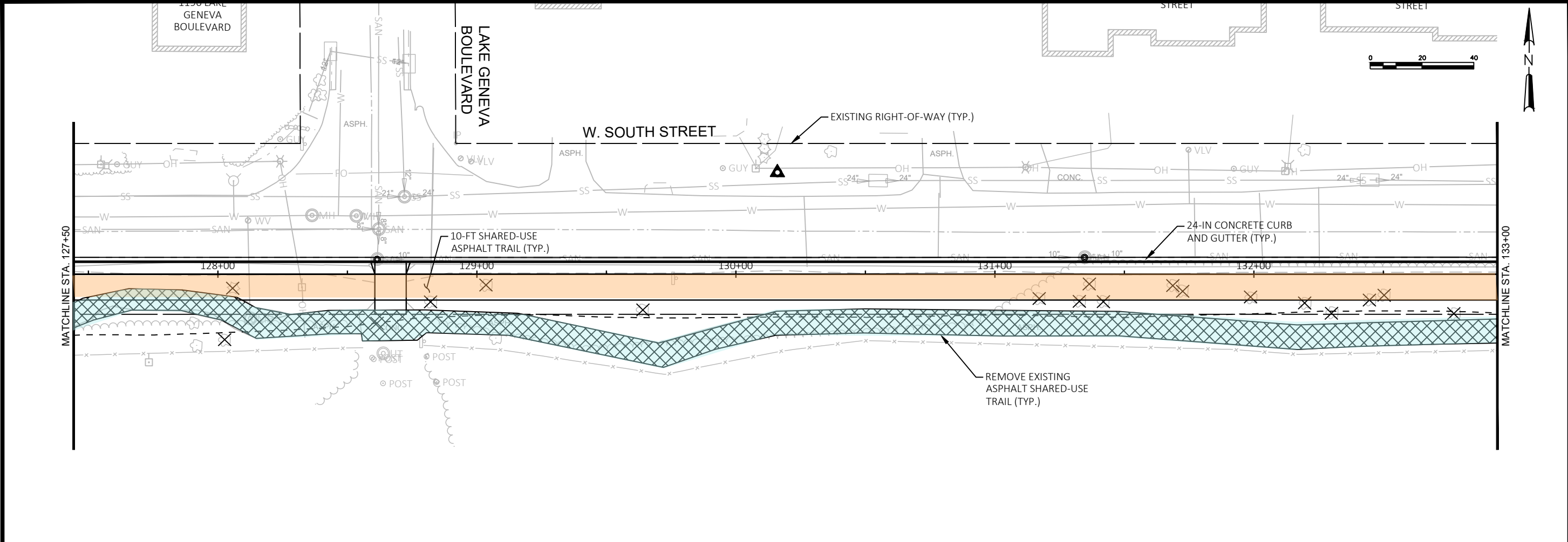
DATE:					
REVISIONS					
NO.					

**SOUTH STREET
PLAN AND PROFILE**
SOUTH STREET TRAIL
CITY OF LAKE GENEVA
WALWORTH COUNTY, WISCONSIN

JOB NO.
4999.001
PROJECT MGR.
ZRS



SHEET
21



DATE:	NO.	REVISIONS

SOUTH STREET
PLAN AND PROFILE

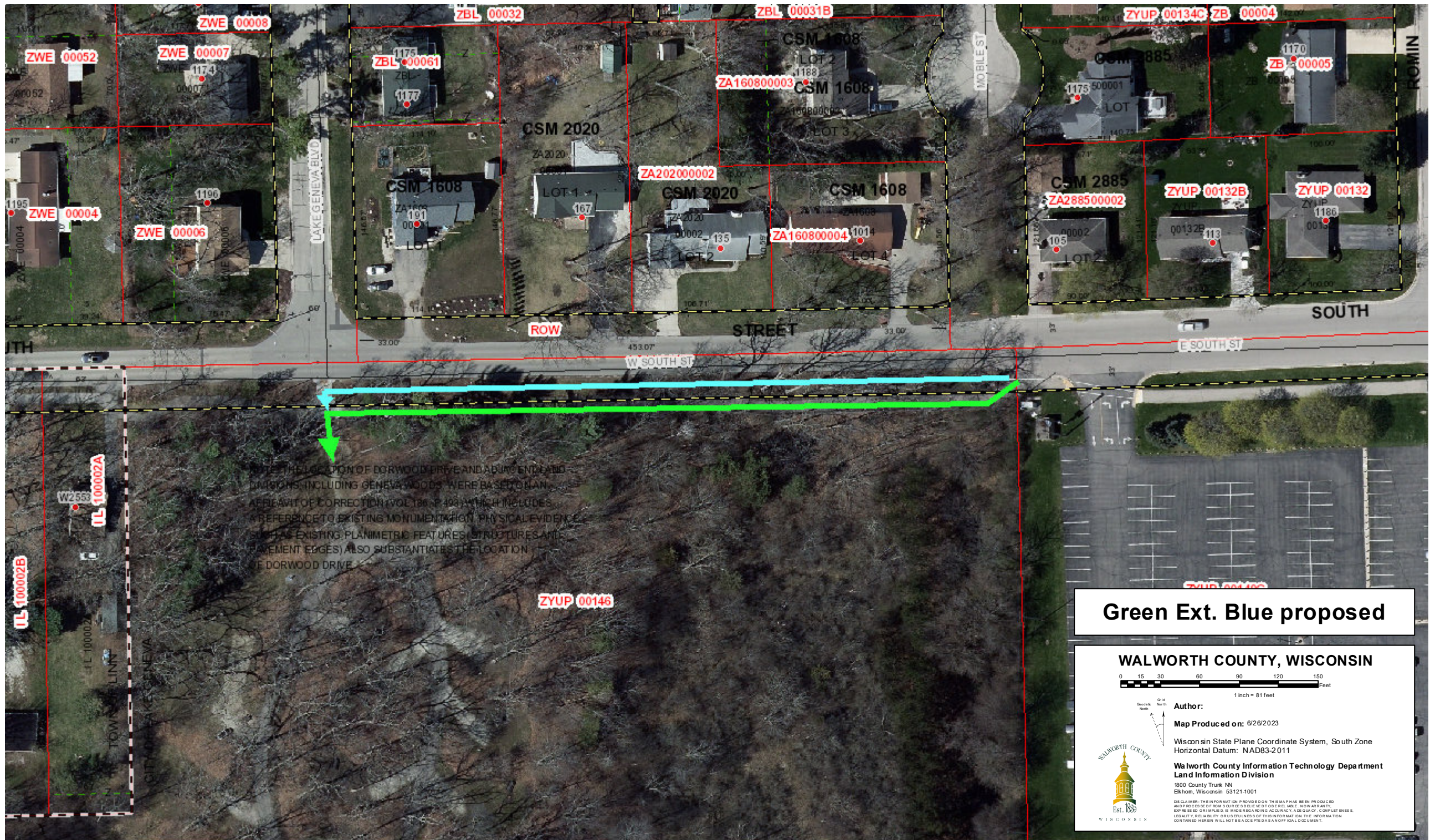
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CITY OF LAKE GENEVA
WALWORTH COUNTY, WISCONSIN

JOB NO.
4999.001

PROJECT MGR.
ZRS

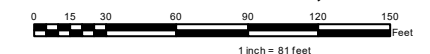
STRAND ASSOCIATES

SHEET
22



Green Ext. Blue proposed

WALWORTH COUNTY, WISCONSIN



Author:

Map Produced on: 8/26/2023

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

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

1800 County Trunk N
Elkhorn, Wisconsin 53121-1001

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Center St border 1

WALWORTH COUNTY, WISCONSIN

0 5 10 20 30 40 50
Feet
1 inch = 47 feet



Author:

Map Produced on: 7/19/2023

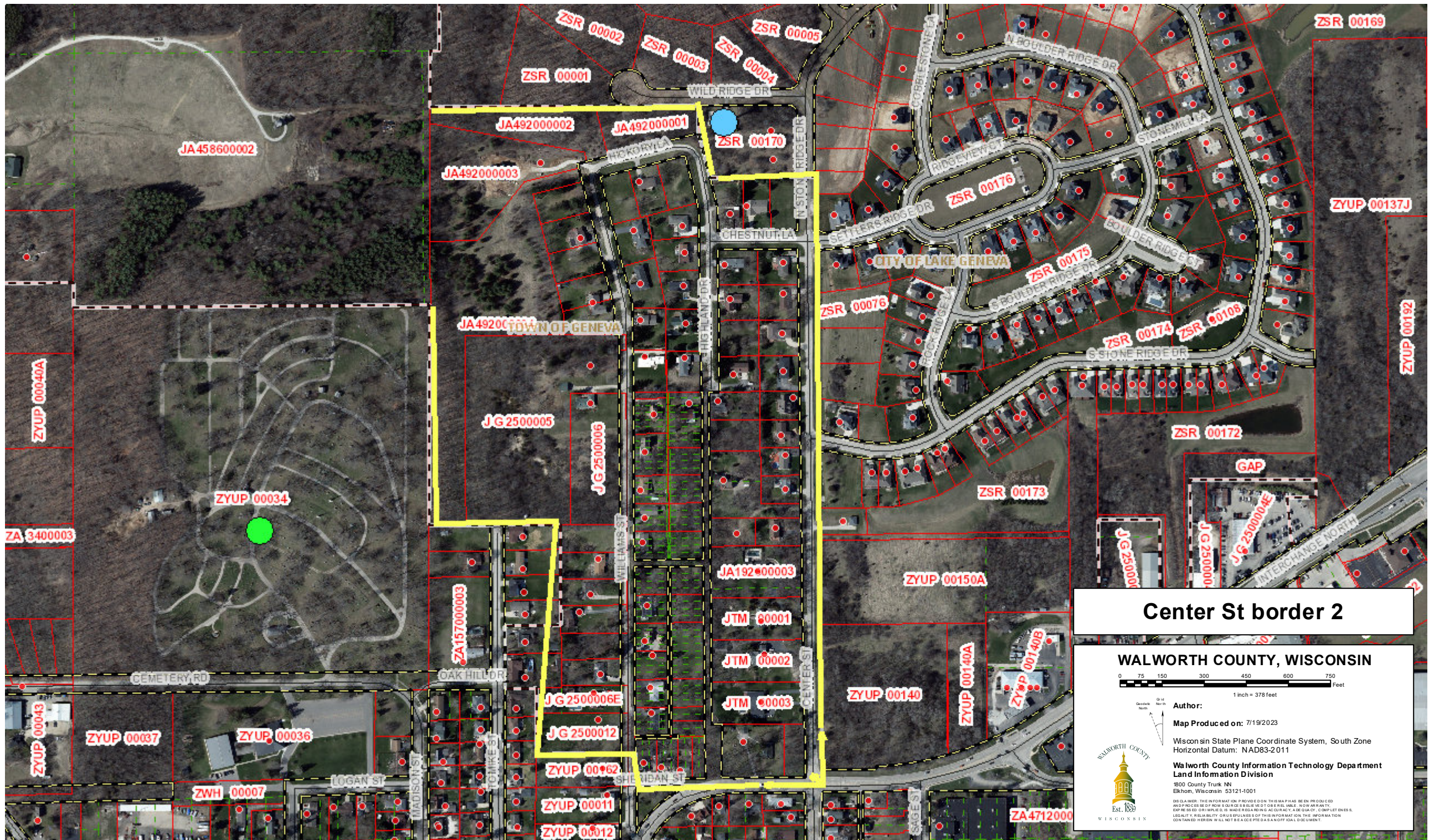
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011

Walworth County Information Technology Department
Land Information Division

1800 County Trunk NN
Elkhorn, Wisconsin 53121-1001

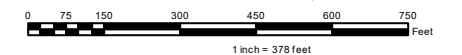


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Center St border 2

WALWORTH COUNTY, WISCONSIN



Author:

Map Produced on: 7/19/2023

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

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Land Information Division**
1800 County Trunk N
Elkhorn, Wisconsin 53121-1001

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Legend

- Street Names
- Private Roads
- County Municipalities
- Tax Parcels (Air Photo)
- General Parcels For Documents
- Alley
- Right-Of-Way
- Hydrology
- ETZ
- City Limits

Imagery_2022

- Red: Band_1
- Green: Band_2
- Blue: Band_3

Note

Data on this map may or may not be accurate, current, or otherwise reliable. For reference only.

0 446.70 893.4

Feet

© Kapur and Associates, Inc. 07/19/2023

Memo to City of Lake Geneva

To: Tom Earle – Director of Public Works **Date:** July 17, 2023

From: Naomi Rauch, P.E.
262-758-6032

CC: Nan Grenebor, Public Works

Subject: Task Order 29 -2023 Sidewalk Program

BACKGROUND AND REQUEST:

The Public Works Committee requested Kapur provide a task order for design, construction, and assessment of new sidewalk along Edwards Blvd and Lake Geneva Boulevard as shown in the attached exhibits. The proposed limits were selected to close existing sidewalk gaps and provide pedestrian accommodations where none currently exist. It was previously discussed that the installation of these sidewalk would be assessed to the property owner per the City sidewalk assessment program. Please recall the following:

1. New and replaced sidewalks have been previously assessed to the property owner at 100% of the cost to install the sidewalk (minus ADA ramps, landing pads at ramps, and warning fields).
2. Per previous programs items included in the assessment included common excavation, removal of existing sidewalk, concrete sidewalk 4-inch, base aggregate, sawing concrete, seed, water, and restoration of disturbed areas. Preliminary estimates of the assessed costs only are:
 - a. Lake Geneva Boulevard \$29,500
 - b. Edwards Boulevard \$75,700



TASK ORDER NUMBER #25 CIVIL ENGINEERING SERVICES

This task order is made as of June 13th, 2023, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva (Owner)** and **Kapur (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services for the design and specification preparation, bidding, and construction management for the **2023 Lake Geneva Sidewalk Program**. The City is proposing installation of 1505-ft of new 5-ft wide sidewalk to fill existing sidewalk gaps.

This project includes designing and construction management for new sidewalk in the following locations of:

Streets:	S. Edwards Blvd.	1160-ft from end of existing sidewalk at Park Drive to Townline Road
	Lake Geneva Blvd	345-ft from end of existing sidewalk at 896 S Wells to Wells Street

In addition, the proposed task includes the following:

- Survey and design for accessible sidewalk and ramps throughout the various project limits to meet Federal Requirements for handicap accessibility.
- Utility coordination with private utility companies for any conflicts within the corridor.
- Sidewalk Assessment Report based off of public letting results.

Section A. – Scope of Services

Engineer shall perform the following Services:

Sidewalk Program Construction Plans

1. Provide topographic survey and mapping, field reviews and plan preparation for the installation of new sidewalk and accessible ramps within the project limits noted above. All ramps will be designed to meet Federal Accessible standards and conform with the City adopted PROWAG standards to the maximum extent practicable. Specific engineering details for accessible ramp replacements will be provided.
2. Provide a map exhibit to sidewalks to be installed, as listed above.



3. Provide utility coordination of all private utilities for all streets including utility location for survey of sidewalk improvements requiring grading or utility improvements / repairs.
4. Provide a summary table to present a breakdown of quantities by segment as information to bidder. Information may include but not limited to the length, width, square yardage of 4-inch and 6-inch concrete sidewalk, utility pole relocations and tree removals.
5. Provide construction cost estimates for all improvements.
6. Provide construction details as needed to complete work.
7. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
8. Prepare for and attend the bid opening.
9. Review project bids make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
10. Attend meetings as required and provide update memos to the Department of Public Works.
11. Report for sidewalk property assessments included in 2023 Sidewalk Program.

Construction Management Activities

12. Provide administrative services to manage client coordination / invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.
13. Provide construction survey staking for necessary items within the construction contract. This survey provides for a "one time" staking for a particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.
14. Coordinate and complete necessary material testing services for work completed.
15. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. Complete final close out documentation and acceptance of



improvements memorandum **(This task is completed on a monthly basis and is completed for all work approved for the prior month).**

16. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
17. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.
18. Attend meetings and coordinate with adjacent property owners and business as needed.
19. It is anticipated the construction work under the 2023 City of Lake Geneva – Sidewalk Program will begin and be completed in Fall 2023. This schedule has been provided for estimating purposes only. Engineer and construction services are estimated on the engineering and survey staff being on site as needed and completing project paperwork for a construction period of up to 8 weeks.

Section B. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed thirty-five thousand, one hundred and two dollars (\$35,102) payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.



IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: _____

By: Naomi Rauch

Signature: _____

Signature: 

Title: _____

Title: Project Engineer/Associate

Date: _____

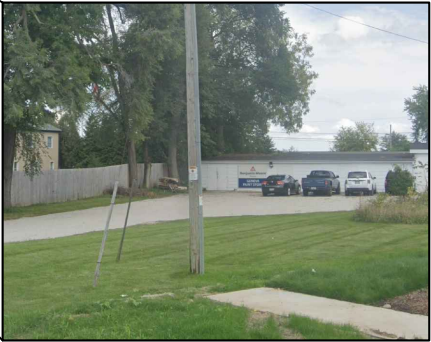
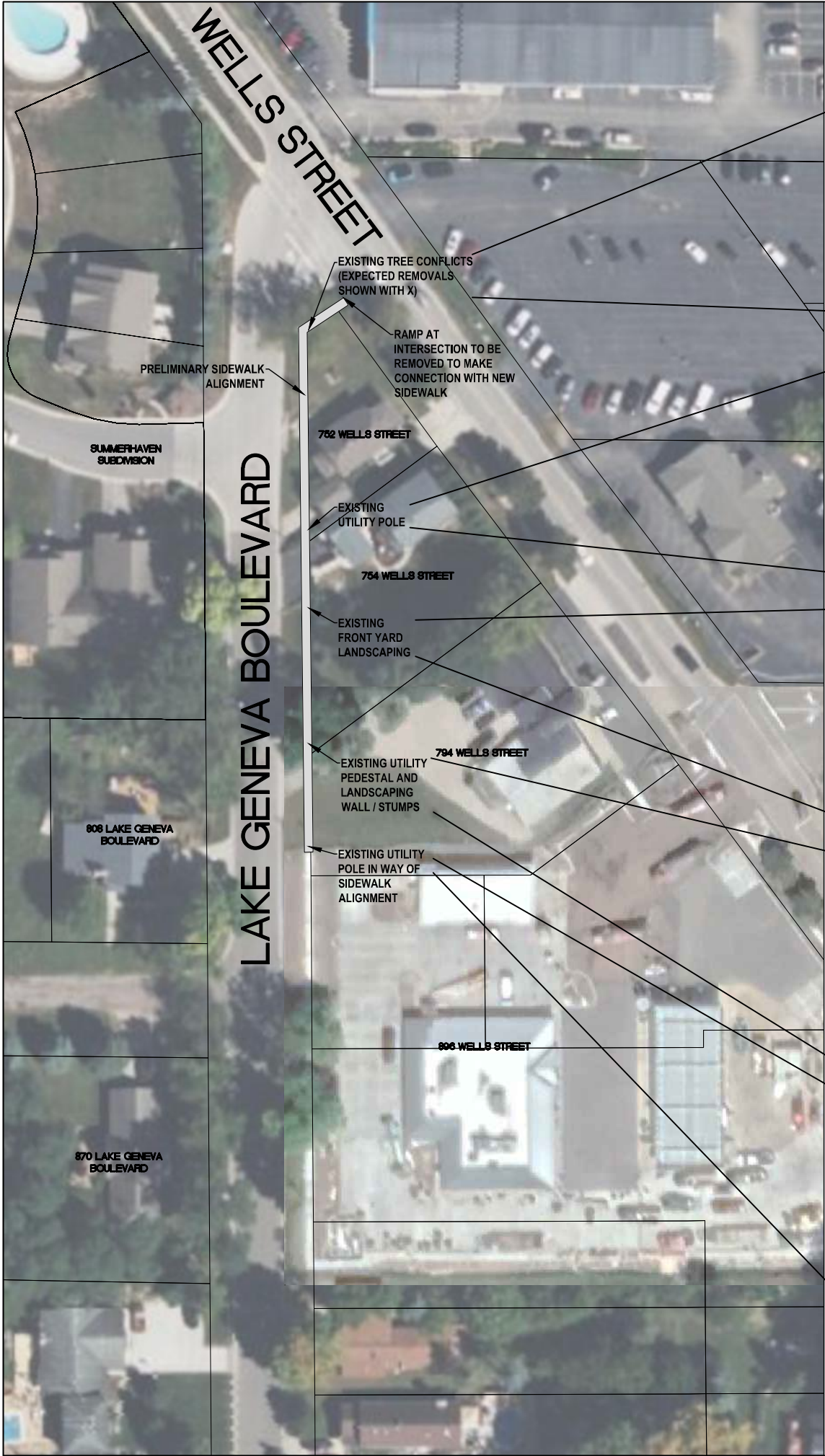
Date: 7-13-2023

Kapur Associates, Inc.
Summary of Staff Hours and Labor Costs for the City of Lake Geneva

TASK ORDER 29																			
City of Lake Geneva 2023 Sidewalk Program - Attachment A																			
CLASSIFICATION		Project Manager		Project Engineer II		Staff Engineer II		Technician III		Construction Project Engineer		Construction Staff Engineer II		Project Surveyor		Survey Crew		Total Labor	
Average Hourly Wage		\$171.00		\$126.00		\$111.00		\$106.00		\$115.00		\$111.00		\$127.00		\$115.00			
TASK DESCRIPTION	ACT. Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
2023 Sidewalk Program Design																			
Design/Plan Preparation				4	\$504.00	30	\$3,330.00	16	\$1,696.00									50	\$5,530.00
Quantities and Details				4	\$504.00	8	\$888.00											12	\$1,392.00
Survey and Mapping								12	\$1,272.00							16	\$1,840.00	28	\$3,112.00
																		Subtotal	\$10,034.00
Project Manual/Administration																			
Project Administration				16	\$2,016.00													16	\$2,016.00
Advertisement/Project Manual				16	\$2,016.00	24	\$2,664.00											40	\$4,680.00
Attend Bid Opening				1	\$126.00													1	\$126.00
Post Bid Opening Administration				4	\$504.00	4	\$444.00											8	\$948.00
Meetings as Required				4	\$504.00	4	\$444.00											8	\$948.00
Special Assessment Report for sidewalks and final quantities				4	\$504.00	8	\$888.00											12	\$1,392.00
																		Subtotal	\$10,110.00
Construction Administration																			
Construction Administration										40	\$4,440.00							40	\$4,440.00
Sidewalks, ADA Ramps Inspection										28	\$3,108.00	60	\$6,660.00					88	\$9,768.00
																		Subtotal	\$14,208.00
TOTALS				53	\$6,678.00	78	\$8,658.00	28	\$2,968.00	68	\$7,548.00	60	\$6,660.00			16	\$1,840.00	303	\$34,352.00
																Expenses:		\$750	
																Project Total:		\$35,102	

Summary of Expenses	Units	Cost	Total
Estimated Expenses / Mileage (LS)	1	\$750.00	\$750.00
Totals			\$750.00

FILENAME: D:\Common\Resource\Municipalities\Wisconsin\Walworth_Co\Lake Geneva Task Order\Task Order 29 2023 Sidewalk Program\Exhibit\23xxxx_SW Exhibit.dwg



- GENERAL NOTES:**
1. LAYOUT IS PRELIMINARY, AND MAY BE ADJUSTED
 2. PROPOSED 345 LF OF 5-FT WIDE SIDEWALK
 3. POSSIBLE SIDEWALK JOGS NECESSARY TO RECONNECT TO EXISTING AND AVOID OBSTRUCTIONS OUT OF ROW
 4. TRAFFIC IMPACTS TO OCCUR AT INTERSECTION OF LAKE GENEVA BLVD & WELLS ST FOR RAMP INSTALLATION
 5. UTILITY RELOCATION AND TREE REMOVAL TO BE NECESSARY



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

2023 LAKE GENEVA
SIDEWALK
PROGRAM

LOCATION:

CITY OF LAKE
GENEVA,
WALWORTH
COUNTY, WI

CLIENT:



RELEASE:

SIDEWALK EXHIBIT

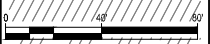
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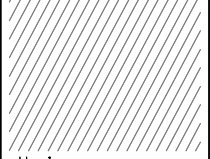
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SCALE:



SEAL:



all in

SHEET:

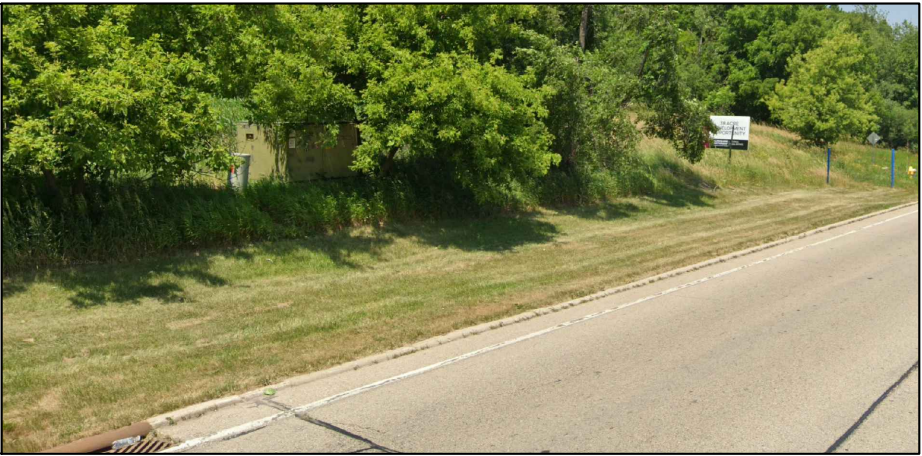
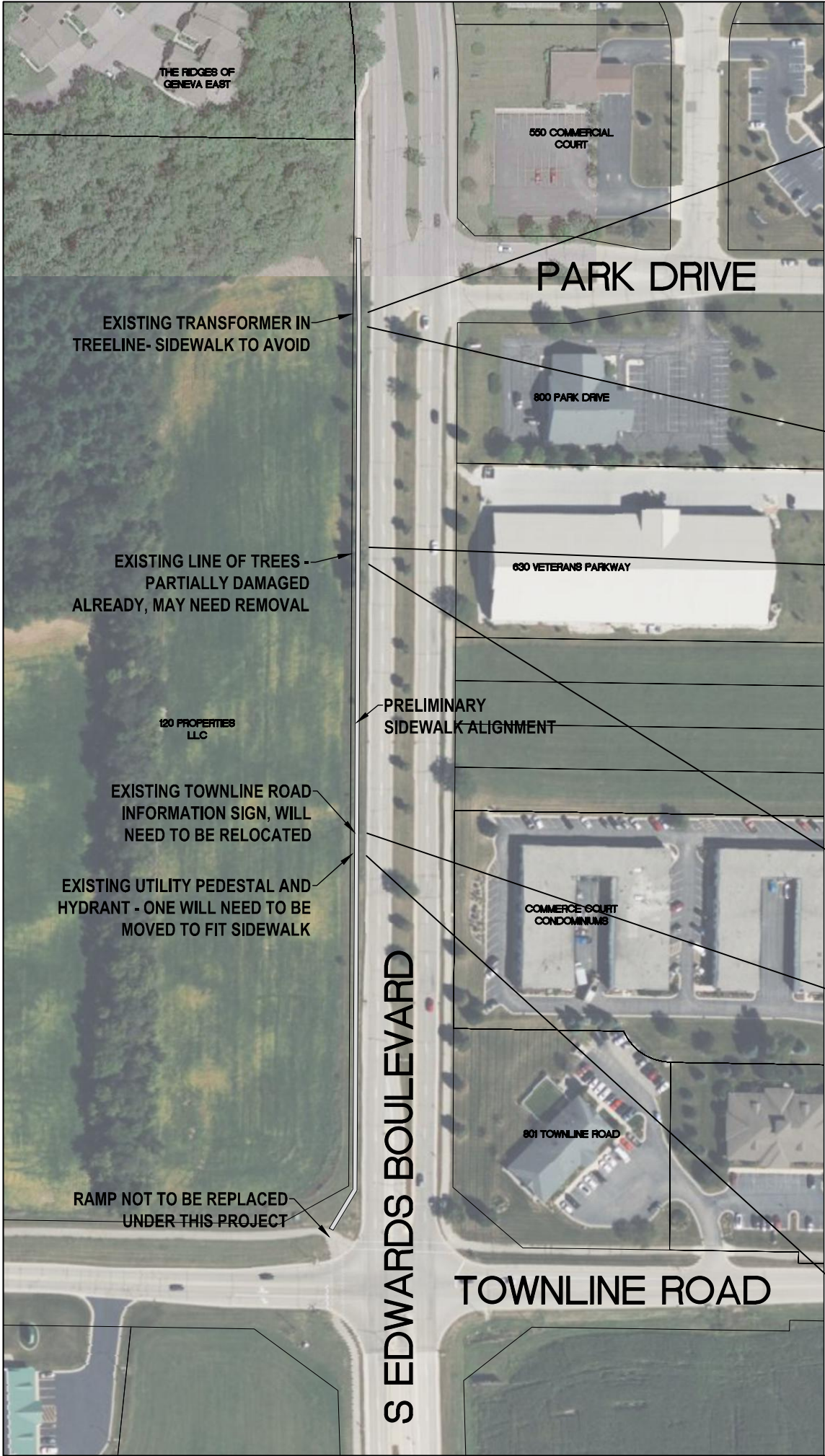
LAKE GENEVA
BOULEVARD NEW
SIDEWALK EXHIBIT

PROJECT MANAGER: NR
PROJECT NUMBER: 23.XXXX
DATE: 7-6-2023

SHEET NUMBER:

EX 1

FILENAME: D:\Common\Resource\Municipalities\Wisconsin\Walworth_Co\LakeGeneva_City\Lake Geneva Task Orders\Task Order 29 2023 Sidewalk Program (Exhibit)\23xxxx_SW Exhibit.dwg



- GENERAL NOTES:**
1. LAYOUT IS PRELIMINARY, AND MAY BE ADJUSTED
 2. PROPOSED 1160 LF OF 5-FT WIDE SIDEWALK
 3. WORK TO BE STOPPED AT EXISTING TRAIL PATH TO AVOID INTERSECTION OF TOWNLINE AND EDWARDS (PLANNED DOT WORK IN 2027)
 4. SIDEWALK TO BE CENTERED BETWEEN BACK OF CURB AND PUBLIC RIGHT OF WAY TO AVOID OBSTRUCTIONS
 - 4.1. SIDEWALK JOGS MAY BE NECESSARY TO AVOID SIGNAGE, UTILITY PEDESTALS, ETC.
 5. LANE CLOSURES MAY BE NECESSARY TO STAGE WORK WITHIN TERRACE
 6. UTILITY RELOCATION AND TREE REMOVAL TO BE NECESSARY



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

2023 LAKE GENEVA
SIDEWALK
PROGRAM

LOCATION:

CITY OF LAKE
GENEVA,
WALWORTH
COUNTY, WI

CLIENT:



RELEASE:

SIDEWALK EXHIBIT

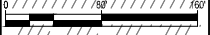
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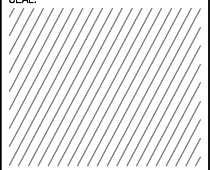
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SCALE:



SEAL:



all in

SHEET:

EDWARDS
BOULEVARD NEW
SIDEWALK EXHIBIT

PROJECT MANAGER: NR

PROJECT NUMBER: 23.XXXX

DATE: 7-6-2023

SHEET NUMBER:

EX 2

Page 5 of 26

**2023 Lake Geneva Sidewalk Program**

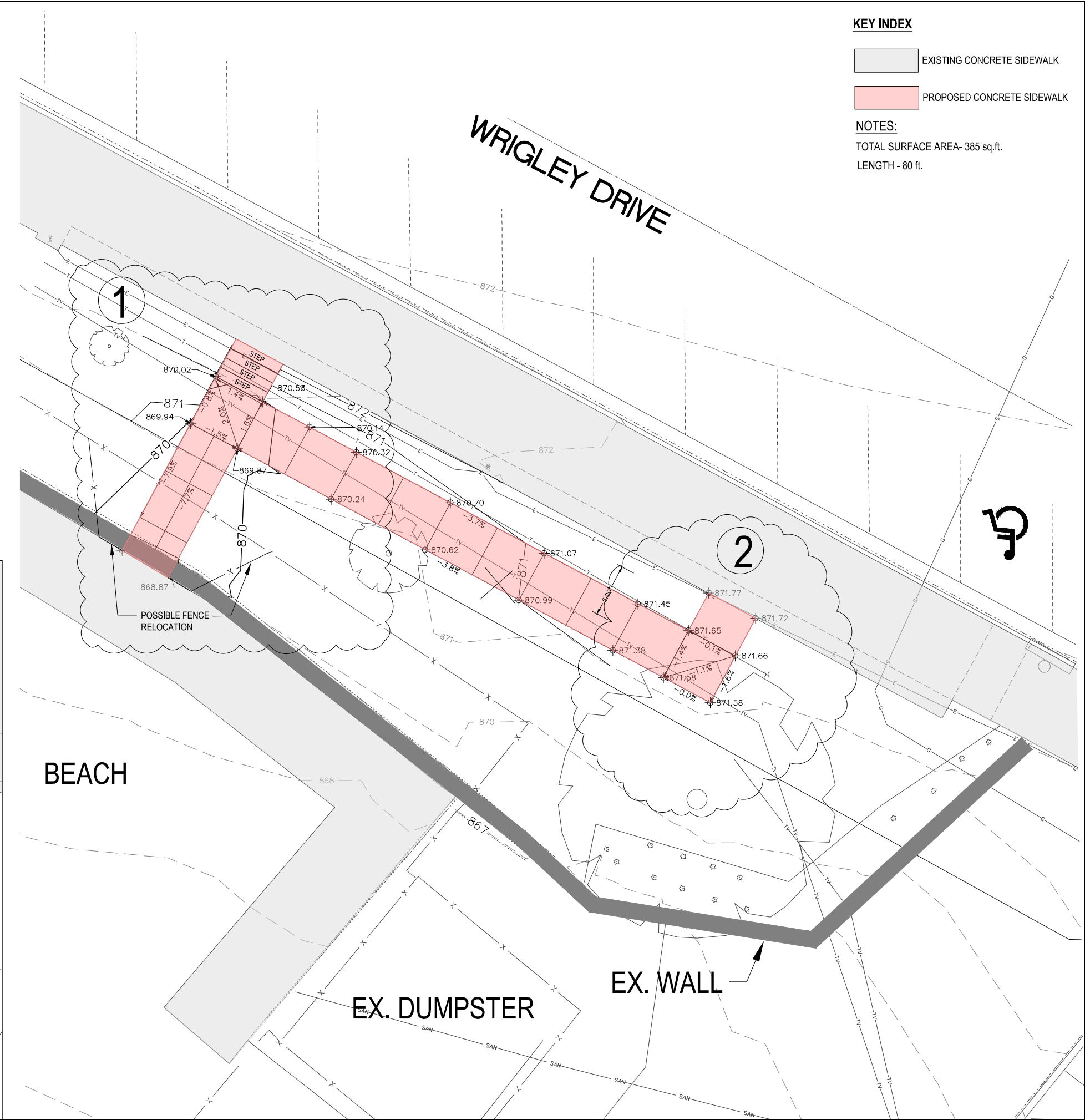
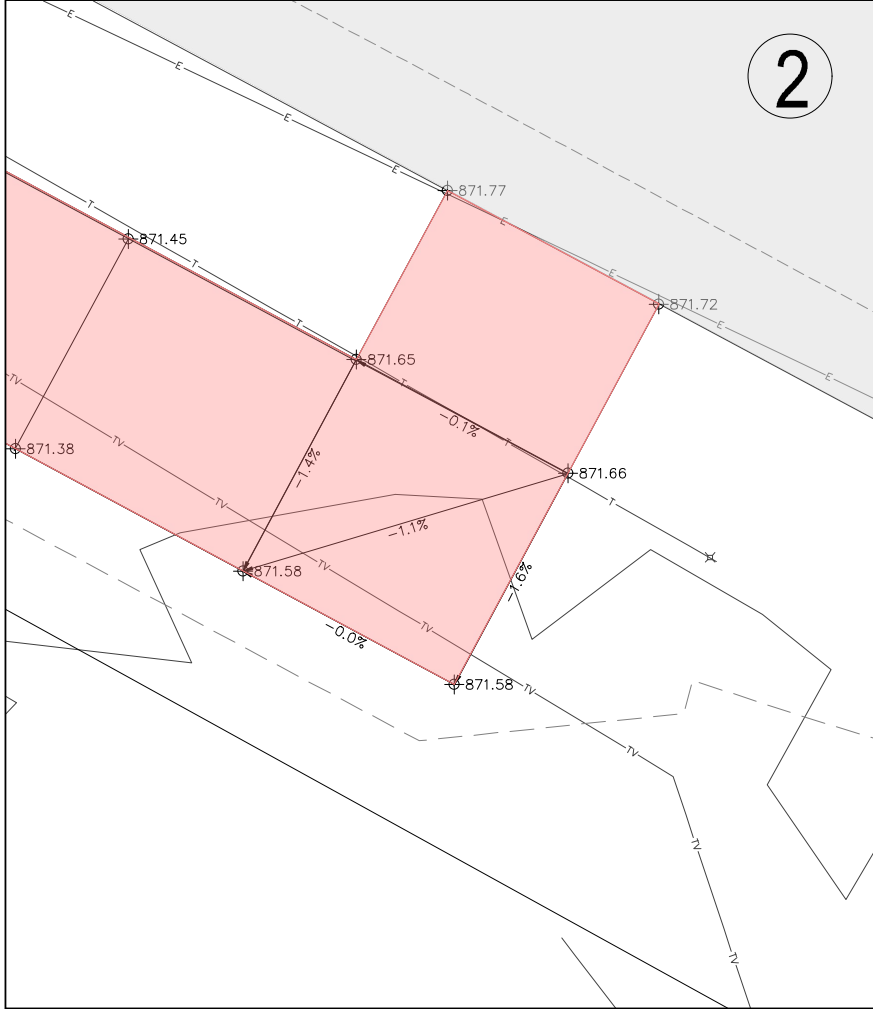
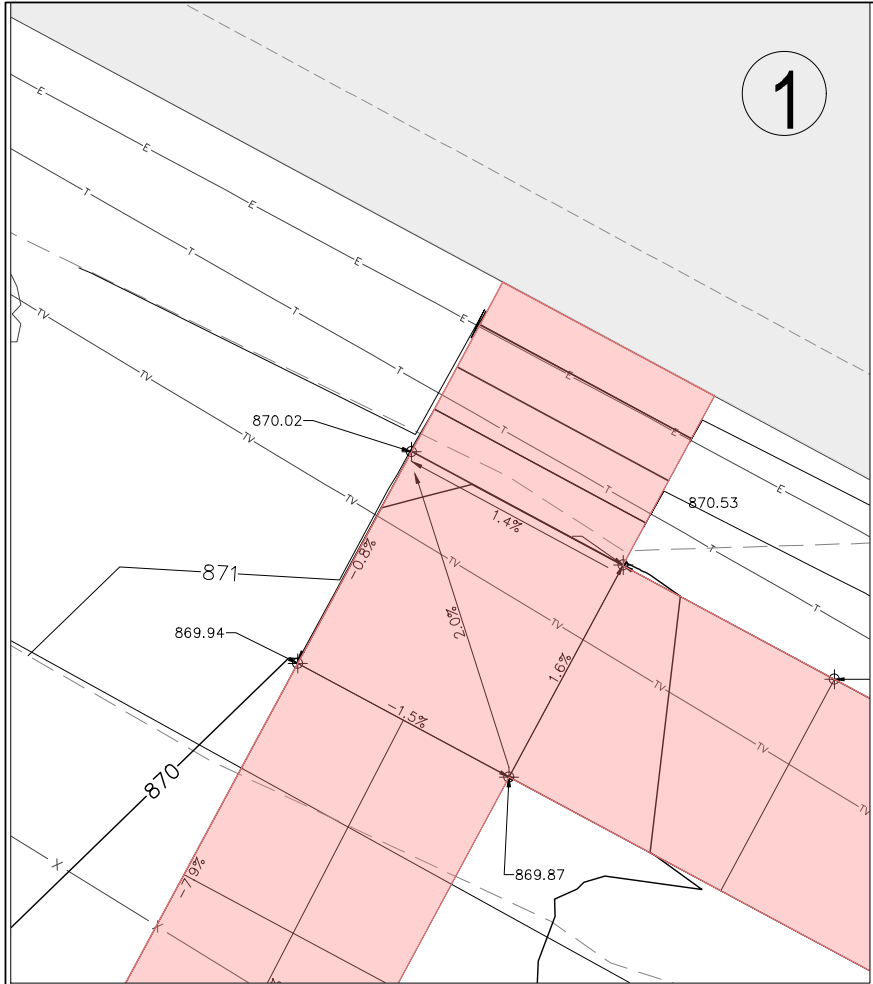
City of Lake Geneva, Walworth County, Wisconsin

Base Bid – Lake Geneva Boulevard					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
201.0120	Clearing	ID	32	\$ 100.00	\$ 3,200.00
201.0220	Grubbing	ID	32	\$ 50.00	\$ 1,600.00
204.0110	Removing Asphaltic Surface (Driveways)	SY	120	\$ 25.00	\$ 3,000.00
204.0150	Removing Curb & Gutter	LF	20	\$ 15.00	\$ 300.00
204.0155	Removing Concrete Sidewalk	SY	10	\$ 15.00	\$ 150.00
205.0100	Excavation Common	CY	90	\$ 35.00	\$ 3,150.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	90	\$ 30.00	\$ 2,700.00
416.0160	Concrete Driveway 6-Inch	SY	120	\$ 70.00	\$ 8,400.00
460.5224	HMA Pavement Type 4 LT 58-28 S. Item also includes tack coat (455.0605).	TON	5	\$ 200.00	\$ 1,000.00
465.0120	Asphalt Surface Driveways	TON	5	\$ 200.00	\$ 1,000.00
601.0410	Concrete Curb & Gutter 24-Inch Type D	LF	20	\$ 45.00	\$ 900.00
602.0405	Concrete Sidewalk 4-Inch	SF	1225	\$ 12.50	\$ 15,312.50
602.0415	Concrete Sidewalk 6-Inch	SF	475	\$ 15.00	\$ 7,125.00
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	10	\$ 50.00	\$ 500.00
628.7020	Inlet Protection Type D	EACH	2	\$ 150.00	\$ 300.00
630.0500	Seed Water	MGAL	15	\$ 50.00	\$ 750.00
690.0150	Sawing Asphalt	LF	95	\$ 2.50	\$ 237.50
690.0250	Sawing Concrete	LF	15	\$ 2.50	\$ 37.50
SPV.0060.01	Relocate Utility Pole	EACH	2	\$ 5,000.00	\$ 10,000.00
SPV.0060.02	Relocate Utility Pedestal	EACH	1	\$ 2,000.00	\$ 2,000.00
SPV.0105.01	Traffic Control	LS	1	\$ 1,000.00	\$ 1,000.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	335	\$ 6.50	\$ 2,177.50
BASE BID SUBTOTAL				\$	64,840.00

Base Bid – Edwards Boulevard					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
201.0120	Clearing	ID	18	\$ 100.00	\$ 1,800.00
201.0220	Grubbing	ID	18	\$ 50.00	\$ 900.00
205.0100	Excavation Common	CY	145	\$ 35.00	\$ 5,075.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	145	\$ 30.00	\$ 4,350.00
602.0405	Concrete Sidewalk 4-Inch	SF	5760	\$ 10.00	\$ 57,600.00
628.7020	Inlet Protection Type D	EACH	5	\$ 150.00	\$ 750.00
630.0500	Seed Water	MGAL	15	\$ 50.00	\$ 750.00
638.2101	Moving Signs Type I	EACH	1	\$ 1,000.00	\$ 1,000.00
SPV.0060.01	Relocate Utility Pedestal	EACH	1	\$ 2,000.00	\$ 2,000.00
SPV.0105.01	Traffic Control	LS	1	\$ 2,000.00	\$ 2,000.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	1225	\$ 6.50	\$ 7,962.50
BASE BID SUBTOTAL				\$	84,187.50

BASE BID TOTAL		\$	149,027.50
20% CONSTRUCTION CONTINGENCY		\$	29,805.50
BASE BID SUBTOTAL		\$	178,833.00

FILENAME: D:\Widworth_Co\Lake Geneva_City\Gov\230152 2023 Lake Geneva General Engineering\PHSE 7 Riviera Parking\Design\Riviera_Parking_ADA.dwg



KEY INDEX

EXISTING CONCRETE SIDEWALK

PROPOSED CONCRETE SIDEWALK

NOTES:

TOTAL SURFACE AREA- 385 sq.ft.

LENGTH - 80 ft.



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

RIVIERA
LAKEFRONT RAMP

LOCATION:

WRIGLEY DRIVE

CLIENT:



RELEASE:

PATHWAY EXHIBIT

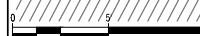
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NORTH ARROW:



SCALE:



IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY.

SEAL:

all in

SHEET:

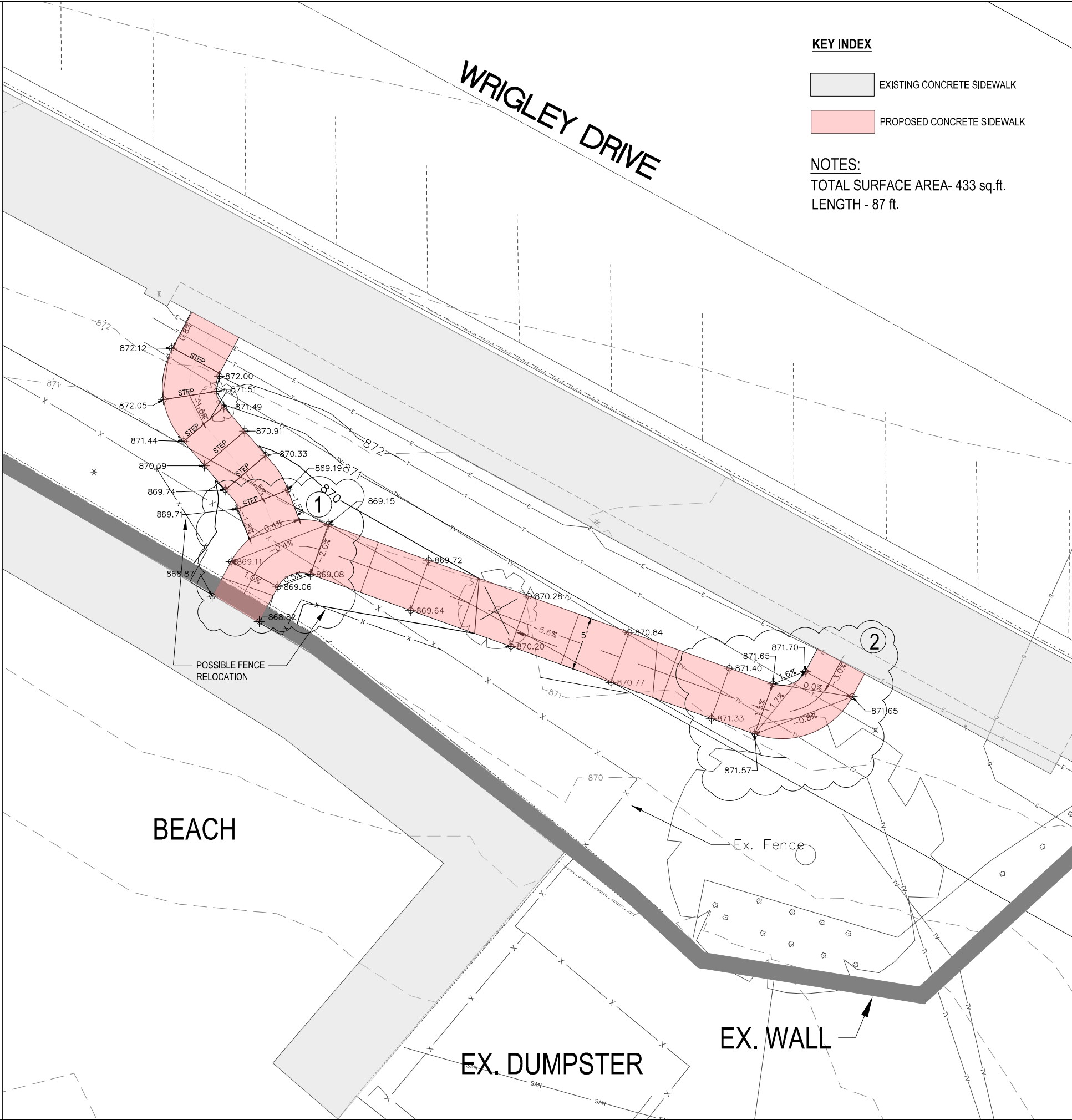
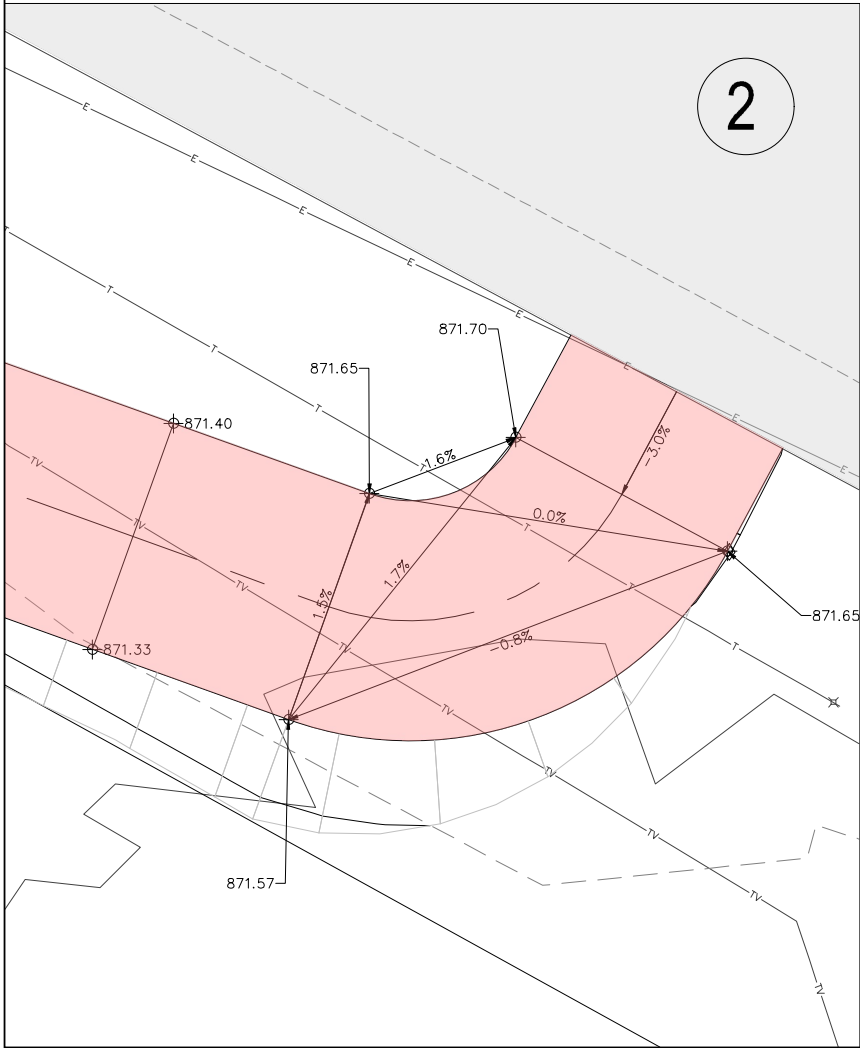
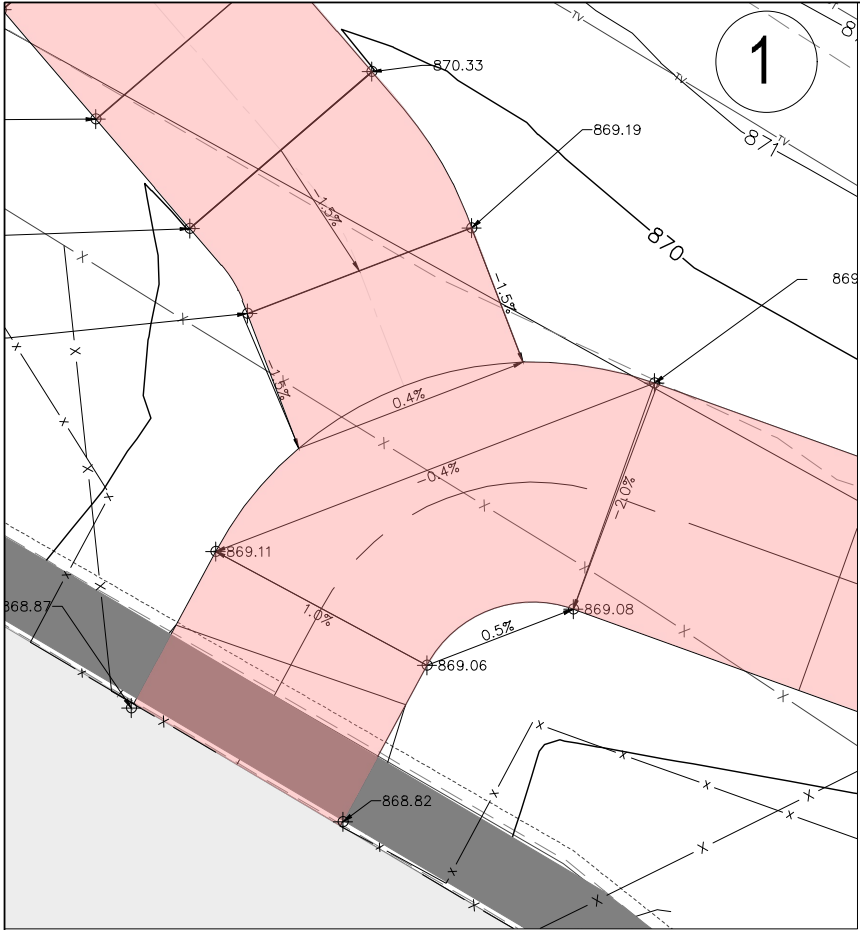
RIVIERA PATHWAY
OPTION 1

PROJECT MANAGER: NR
PROJECT NUMBER: 230152 PHSE07
DATE: 7/7/2023

SHEET NUMBER:

1

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KEY INDEX

- EXISTING CONCRETE SIDEWALK
- PROPOSED CONCRETE SIDEWALK

NOTES:

TOTAL SURFACE AREA- 433 sq.ft.
LENGTH - 87 ft.



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

RIVIERA
LAKEFRONT RAMP

LOCATION:

WRIGLEY DRIVE

CLIENT:



RELEASE:

PATHWAY EXHIBIT

REVISIONS:

#	DATE	DESCRIPTION
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NORTH ARROW:

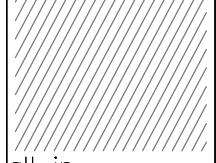


SCALE:



IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL:



all in

SHEET:

RIVIERA PATHWAY
OPTION 2

PROJECT MANAGER: NR
PROJECT NUMBER: 230152 PHSE07
DATE: 7/7/2023

SHEET NUMBER:

2

4

Change Order Summary

1.	ORIGINAL CONTRACT PRICE.....	\$	\$1,012,080.34
2.	Net change by Change Orders.....	\$	\$4,830.00
3.	Current Contract Price (Line 1 ± 2).....	\$	\$1,016,910.34
4.	TOTAL COMPLETED AND STORED TO DATE (Column F or I total on Progress Estimates).....	\$	\$908,624.36
5.	RETAINAGE:		
	a. 5% X \$908,624.36 Work Completed.....	\$	\$45,431.22
	b. 0% X Stored Material.....	\$	
	c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$45,431.22
6.	AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$863,193.14
7.	LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$664,634.65
8.	AMOUNT DUE THIS APPLICATION.....	\$	\$198,558.49
9.	BALANCE TO FINISH, PLUS RETAINAGE (Column [G for LS] or [J for UP] total on Progress Estimates + Line 5.c above).....	\$	\$108,285.99

Page 1639 of 240

Progress Estimate - Unit Price Work

For (Contract): 2023 Mariane Terrace and Pine Tree Lane Improvements

Application Period: 7/3/2023

A						B	C	D	E	F	G
Item						Work Completed to Date					
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
1		Mobilization/Bonds/Insurance	1	LS	\$48,000.00	\$48,000.00	0.80	0.20	\$9,600.00	1.00	\$48,000.00
2		Clearing and Grubbing	1	LS	\$1,000.00	\$1,000.00	1.00	0.00	\$0.00	1.00	\$1,000.00
3		Traffic Control	1	LS	\$5,000.00	\$5,000.00	0.50	0.50	\$2,500.00	1.00	\$5,000.00
4		Asphalt Pavement Removal	4,590	SY	\$3.75	\$17,212.50	4,572.00	0.00	\$0.00	4572.00	\$17,145.00
5		Concrete Pavement Removal	5,500	SF	\$1.50	\$8,250.00	5,490.00	7.90	\$11.85	5497.90	\$8,246.85
6		Remove & Salvage Driveway Brick	175	SF	\$5.50	\$962.50	60.00	0.00	\$0.00	60.00	\$330.00
7		Remove Existing Storm Water Structure	1	LS	\$1,575.00	\$1,575.00	1.00		\$0.00	1.00	\$1,575.00
8		Remove, Salvage & Reinstall Mailbox	27	EA	\$200.00	\$5,400.00	17.00	10.00	\$2,000.00	27.00	\$5,400.00
9		Remove, Salvage & Reinstall Sign	3	EA	\$165.00	\$495.00	-		\$0.00		\$0.00
10		Remove, Salvage & Reinstall Landscaping Rocks	1	LS	\$800.00	\$800.00	-		\$0.00		\$0.00
11		Remove, Salvage & Reinstall Fence, 705 Pine Tree Ln	85	LF	\$68.24	\$5,800.40	-		\$0.00		\$0.00
12		Unclassified Excavation	1	LS	\$68,000.00	\$68,000.00	0.896	0.104	\$7,072.00	1.000	\$68,000.00
13		Remove, Salvage & Reinstall Boulder Retaining Wall, 815 Pine Tr	1	LS	\$5,800.00	\$5,800.00	-		\$0.00		\$0.00
14		Adjust Manhole Casting	6	EA	\$1,785.00	\$10,710.00	-		\$0.00		\$0.00
15		Excavation Below Subgrade (EBS)	475	CY	\$28.00	\$13,300.00	72.07	6.00	\$168.00	78.07	\$2,185.96
16		Breaker Run W/Fabric (EBS)	475	CY	\$50.00	\$23,750.00	72.07	0.00	\$0.00	72.07	\$3,603.50
17		Dense Graded Base	5,110	TON	\$26.00	\$132,860.00	4,306.71	31.26	\$812.76	4337.97	\$112,787.22
18		Concrete Curb & Gutter, 30-Inch	1,200	LF	\$25.50	\$30,600.00	460.00	748.00	\$19,074.00	1208.00	\$30,804.00
19		Concrete Curb & Gutter, 30-Inch Mountable	300	LF	\$23.00	\$6,900.00	140.00	140.00	\$3,220.00	280.00	\$6,440.00
20		Concrete Curb & Gutter, 24-Inch Ribbon	1,010	LF	\$18.00	\$18,180.00	-	1061.00	\$19,098.00	1061.00	\$19,098.00
21		Concrete Flume, STA 54+50lt	1	EA	\$2,500.00	\$2,500.00	-	1.00	\$2,500.00	1.00	\$2,500.00
22		Concrete Sidewalk, 4-Inch Thick	310	SF	\$11.00	\$3,410.00	-	310.00	\$3,410.00	310.00	\$3,410.00
23		Concrete Sidewalk, 6-Inch Thick	110	SF	\$12.00	\$1,320.00	-	92.00	\$1,104.00	92.00	\$1,104.00
24		Concrete Drive Aprons and Driveways, 6-Inch Thick	7,100	SF	\$9.00	\$63,900.00	1,775.00	5281.00	\$47,529.00	7056.00	\$63,504.00
25		Detectable Warning Field	20	SF	\$40.00	\$800.00	-	20.00	\$800.00	20.00	\$800.00
26		Asphaltic Pavement, 2.0-Inch Thick Binder Course	525	TON	\$87.50	\$45,937.50	-	410.11	\$35,884.63	410.11	\$35,884.63
27		Asphaltic Pavement, 2.0-Inch Thick Surface Course	525	TON	\$90.20	\$47,355.00	-	376.00	\$33,915.20	376.00	\$33,915.20
28		Asphaltic Pavement, 3.0-Inch Thick Driveway	30	TON	\$130.00	\$3,900.00	-	7.00	\$910.00	7.00	\$910.00
28.1		Stop Bar Pavement Marking, 6-Inch White Epoxy	145	LF	\$22.50	\$3,262.50	-	73.00	\$1,642.50	73.00	\$1,642.50
28.2		Cross Walk Pavement Markings, 4-Inch White Epoxy	35	LF	\$21.50	\$752.50	-	36.00	\$774.00	36.00	\$774.00
29		2 Ft x 3 Ft Inlet	6	EA	\$2,940.00	\$17,640.00	6.00	0.00	\$0.00	6.00	\$17,640.00
30		48-Inch Storm Manhole	3	EA	\$3,675.00	\$11,025.00	3.00	0.00	\$0.00	3.00	\$11,025.00
31		18- Inch RCP Storm Pipe	100	LF	\$80.85	\$8,085.00	100.00	0.00	\$0.00	100.00	\$8,085.00
32		12- Inch RCP Storm Pipe	50	LF	\$79.80	\$3,990.00	50.00	0.00	\$0.00	50.00	\$3,990.00
33		Connect to Existing Storm Sewer	1	LS	\$788.00	\$788.00	1.00	0.00	\$0.00	1.00	\$788.00
34		Inlet Protection, Type-D	20	EA	\$145.00	\$2,900.00	10.00		\$0.00	10.00	\$1,450.00

Progress Estimate - Unit Price Work

For (Contract):		2023 Mariane Terrace and Pine Tree Lane Improvements									
Application Period:		7/3/2023									
A						B	C	D	E	F	G
Item			Contract Information				Work Completed to Date				
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
35		Topsoil, Seed, Fertilize, Erosion Mat Class I Type B, Urban	1,400	SY	\$8.50	\$11,900.00	-	1400.00	\$11,900.00	1400.00	\$11,900.00
36		Silt Fence	500	LF	\$2.50	\$1,250.00	385.00		\$0.00	385.00	\$962.50
37		Rip-Rap, Heavy Duty	12	CY	\$130.00	\$1,560.00	-	5.00	\$650.00	5.00	\$650.00
38		Valve Box, Top Section, Undistributed	13	EA	\$341.00	\$4,433.00	-	13.00	\$4,433.00	13.00	\$4,433.00
39		8- Inch C900 PVC Watermain	1,405	LF	\$113.40	\$159,327.00	1,405.00		\$0.00	1405.00	\$159,327.00
40		6- Inch DI Watermain	60	LF	\$130.20	\$7,812.00	60.00		\$0.00	60.00	\$7,812.00
41		8- Inch Gate Valve and Box	4	EA	\$3,060.00	\$12,240.00	4.00		\$0.00	4.00	\$12,240.00
42		6- Inch Gate Valve and Box	4	EA	\$2,241.00	\$8,964.00	4.00		\$0.00	4.00	\$8,964.00
43		Complete Hydrant Assembly	4	EA	\$9,550.00	\$38,200.00	4.00		\$0.00	4.00	\$38,200.00
44		8- Inch x 6- Inch DI Tee	4	EA	\$855.00	\$3,420.00	4.00		\$0.00	4.00	\$3,420.00
45		8- Inch DI Bend, 11.25 Degree	3	EA	\$642.00	\$1,926.00	3.00	0.00	\$0.00	3.00	\$1,926.00
46		8- Inch D.I. Bend, 22.5 Degree	1	EA	\$666.00	\$666.00	1.00		\$0.00	1.00	\$666.00
47		8- Inch D.I. Bend, 45 Degree	4	EA	\$666.00	\$2,664.00	4.00		\$0.00	4.00	\$2,664.00
48		8- Inch D.I. Cap	1	EA	\$490.00	\$490.00	1.00		\$0.00	1.00	\$490.00
48.1		1- Inch Polyethylene Water Service and Connection	840	LF	\$84.00	\$70,560.00	840.00	0.00	\$0.00	840.00	\$70,560.00
49		1- Inch Curb Stop and Box	30	EA	\$468.00	\$14,040.00	30.00	0.00	\$0.00	30.00	\$14,040.00
50		1- Inch Water Service Tap with Corporation	30	EA	\$1,325.00	\$39,750.00	30.00	0.00	\$0.00	30.00	\$39,750.00
51		Connect to Existing Watermain	1	EA	\$4,147.00	\$4,147.00	1.00		\$0.00	1.00	\$4,147.00
52		Abandon Existing Watermain Facilities	1	LS	\$6,285.00	\$6,285.00	1.00	0.00	\$0.00	1.00	\$6,285.00
53		Insulation, Rigid, 2- Inch Thick	64	SF	\$4.46	\$285.44	-		\$0.00		\$0.00
Contract Totals									\$209,008.94		\$905,474.36

CHANGEORDERS

1		Bio rolls/straw wattles (Change Order #1)	350	LF	\$9.80	\$ 3,430.00	250.00		\$0.00	250	\$2,450.00
2		Utility Line Opening (Change Order #1)	2	EA	\$700.00	\$ 1,400.00	1.00		\$0.00	1	\$700.00
3						\$ -			\$0.00		\$0.00
4						\$ -			\$0.00		\$0.00
5						\$ -			\$0.00		\$0.00
6						\$ -			\$0.00		\$0.00
7						\$ -			\$0.00		\$0.00
8						\$ -			\$0.00		\$0.00
9						\$ -			\$0.00		\$0.00
10						\$ -			\$0.00		\$0.00
Change Order Totals									\$0.00		\$3,150.00
TOTALS									\$209,008.94		\$908,624.36



City of Lake Geneva

Department of Public Works

1065 Carey St.
Lake Geneva, WI 53147
262.248.6644

To; Lake Geneva City Council
From; DPW
Re; Surplus Equipment/Logs.

24 July, 2023

The DPW has again a list of Surplus Equipment and material that should be listed for sale at Public Auction with Wisconsin Surplus Auction Online. The City has used this service many times with good results.

The following DPW items have been deemed surplus by Staff at this time;

- 2003 Elgin Pelican, P40265
- 2009 Elgin Pelican, NP12490
- 2006 Giant Vac leaf wagon, 91401033.
- 1999 Chevy Cemetery pickup truck, last 4 of VIN 3885
- 2007 Chevy Cemetery 1-ton dump, last 4 of VIN 3803
- Riviera kitchen equipment which was replaced by Tourism Grant.
- Misc. street signs and poles.
- Hardwood logs
- Doors from Riviera
- Clay and cement roof tile
- Cement block
- Brick
- (3) abandoned dinghy
- Abandoned kayak
- Misc used signal and light poles
- Misc trash receptacles
- (2) water tanks
- 1 each -Luke II Street kiosk
- 3 each - Luke II Beach Pass Kiosks, 3 bases, (Upper and lower Keys)
- 3 each - Luke II Control boxes
- 3 each - Luke II Modems
- 1 each – Luke II Bill Acceptor
- 183 Paper receipt rolls 2 3/8" x 853'

Items 1,2 and 3 have not yet been replaced. Currently the Leaf vac is on order and the sweeper is pending contract negotiations and approval by Committee/Council. DPW is anticipating delivery of leaf vac in fall of 2023 and delivery of sweeper in 2024. These items will be listed when the replacements are delivered.



City of Lake Geneva

Department of Public Works

1065 Carey St.
Lake Geneva, WI 53147
262.248.6644

As in the past, we are recommending that the revenue from this sale goes toward the Equipment Replacement Fund and the revenue from the logs is directed to the purchase of trees.

Respectfully submitted;
Tom Earle, DPW



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

CITY OF LAKE GENEVA PIERS, HARBORS, AND LAKEFRONT COMMITTEE

TUESDAY, JULY 11, 2023 - 5:00 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Committee Members: Chairperson Joan Yunker, Alderpersons: Shari Straube, Ken Howell, Peg Esposito, and Tim Dunn

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3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free)
Access Code: 9746153

AGENDA

1. Meeting called to order by Chairman Yunker
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the June 13, 2023 Piers, Harbors, and Lakefront Committee minutes as prepared and distributed
5. Harbormaster Report
6. Discussion/Recommendation regarding addition of fountain or aerator to circulate lake water on the East side of Riviera Beach – Geneva Lake Environmental Agency request.
7. Discussion/Recommendation regarding West End Kayak/Paddleboard launching with implementation of \$5.00 launch fee
8. **Adjournment**

*This is a meeting of the Piers, Harbors & Lakefront Committee.
No official Council action will be taken; however, a quorum of the Council may be present.*

**PIERS, HARBORS, AND LAKEFRONT COMMITTEE MINUTES
TUESDAY, JUNE 13, 2023, 5:00 PM
CITY HALL COUNCIL CHAMBERS**

Committee Members: Chairperson Joan Yunker, Alderpersons: Shari Straube, Ken Howell, Peg Esposito, and Tim Dunn

Chairperson Yunker called the meeting to order at 5:00 p.m.

Roll Call

Present: Yunker, Howell, Esposito, and Dunn.

Absent: Straube (excused)

Comments from the public limited to 5 minutes, limited to items on this agenda. None

Approval of the March 14, 2023, Piers, Harbors, and Lakefront Committee minutes as prepared and distributed. Motion by Howell to approve. Seconded by Dunn. Motion approved by unanimous voice vote.

Harbormaster Report. Harbormaster Steve Russell reviewed the information submitted in the meeting packet. He also outlined a list of all the damage the City's piers have experienced since the beginning of the season. Russell also provided a status on the occupancy rates for the City's buoys and slips.

Discussion/Recommendation regarding Update on Geneva Lake Level Corp. Dam repair and request to have Lagoon piers and slips removed. Howell so moved to suspend the rules and allow Larry Larkin from the Geneva Lake Level Corp (GLLC) to address the committee. Esposito seconded. Motion carried by unanimous voice vote.

Mr. Larkin of the GLLC addressed the committee and provided an overview of the project as well as a timeline for completing plans, securing required State permits, and securing bids. Larkin stated that bids received should be opened sometime in early August of this year. GLLC anticipates that the actual work will start in October with a completion sometime in late November. The topic of removing the existing lagoon piers and slips was discussed. The Harbormaster stated a formal request to remove the lagoon slips for the duration of the project (and the future of the lagoon slips after the project) will be addressed at a future Piers & Harbor meeting.

Discussion/Recommendation regarding East side of Riviera Beach – Geneva Lake Environmental Agency request. Addition of fountain or aerator to circulate lake water. Harbormaster Russell indicated that he has been contacted by the Geneva Lake Environmental Agency (GLEA) concerning the installation of aerators in the lake, near the Riviera Beach to address the issue of E.coli levels in the immediate area. Russell provided the background concerning this request and answered various questions from the committee members.

After general discussion, It was moved by Howell and seconded by Esposito that the Harbormaster research this topic further and report back at the next Piers & Harbors meeting with recommendations.

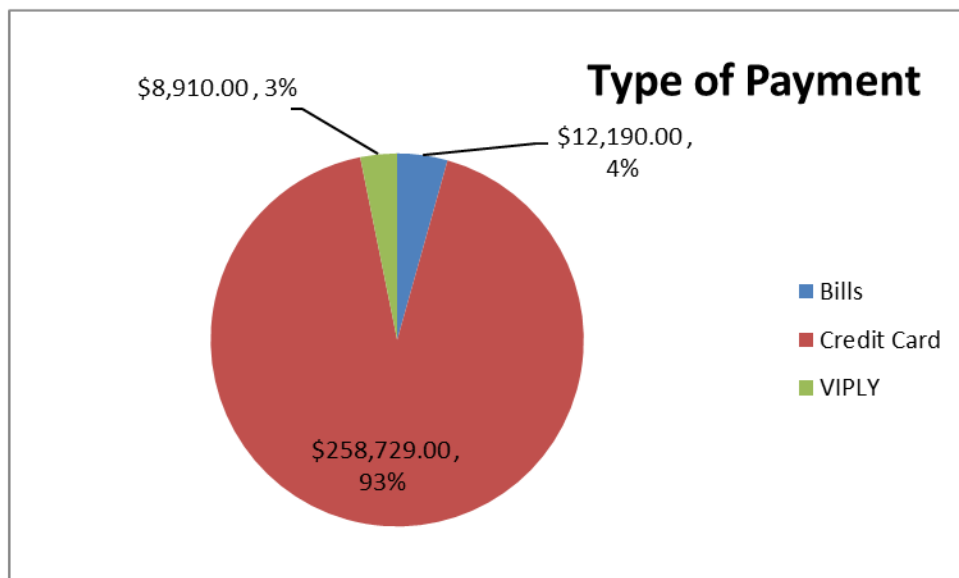
Adjournment

At 5:24 p.m. Esposito so moved to adjourn the meeting. Seconded by Dunn. Motion carried by unanimous voice vote.

Harbormaster Report
Piers, Harbor and Lakefront Committee
July 11, 2023

- **Buoy/Slips/Piers**
 - Nothing to report
- **Beach**
 - Days of operation thru July 4th = Thirty-five (35)
 - 2 days closed early due to weather
 - Attendance (Paid plus Residents) does not include children under 7
 - May: 4,317 (Memorial Day Weekend)
 - June: 20,752
 - July: 7,982 (July 4th Weekend)
 - Revenue – Gross May 27 thru July 4
 - Does not take into account taxes or credit card fees

Row Labels	Sum of COIN	Sum of BILLS	Sum of CARD	VIPLY	Total
May	\$ -	\$ 1,530.00	\$ 37,460.00	\$ 1,430.00	\$ 40,420.00
June	\$ 11.00	\$ 8,350.00	\$ 155,899.00	\$ 4,450.00	\$ 168,710.00
July	\$ -	\$ 2,310.00	\$ 65,370.00	\$ 3,030.00	\$ 70,710.00
August					\$ -
September					\$ -
Grand Total	\$ 11.00	\$ 12,190.00	\$ 258,729.00	\$ 8,910.00	\$ 279,840.00



- VIPLY PASSES
 - June 1 - 30
 - GROSS REVENUE: \$4,450.00

- PRODUCTS PURCHASED: 457
- CUSTOMER ORDERS: 183
- VIEWS: 1321
- SCANS: 436
- July 1 – 4
 - GROSS REVENUE: \$3,030.00
 - PRODUCTS PURCHASED: 342
 - CUSTOMER ORDERS: 112
 - VIEWS: 738
 - SCANS: 291

- Gross revenue by day of the week (excludes VIPLY Passes)

Less VIPLY	Gross Rev
Row Labels	Sum of TOTAL
Sunday	\$ 42,570.00
Monday	\$ 59,520.00
Tuesday	\$ 43,360.00
Wednesday	\$ 16,630.00
Thursday	\$ 15,660.00
Friday	\$ 22,140.00
Saturday	\$ 71,050.00
Grand Total	\$ 270,930.00

- Memorial Day Weekend Sales – Three (3) year history paid admission

Holiday Weekend	2023	2022	2021
Memorial Day	\$ 38,990.00	\$ 31,533.00	\$ 8,325.00
4th of July	\$ 67,680.00	\$ 44,600.00	\$ 63,654.00
Total Revenue	\$ 106,670.00	\$ 85,095.00	\$ 87,891.00

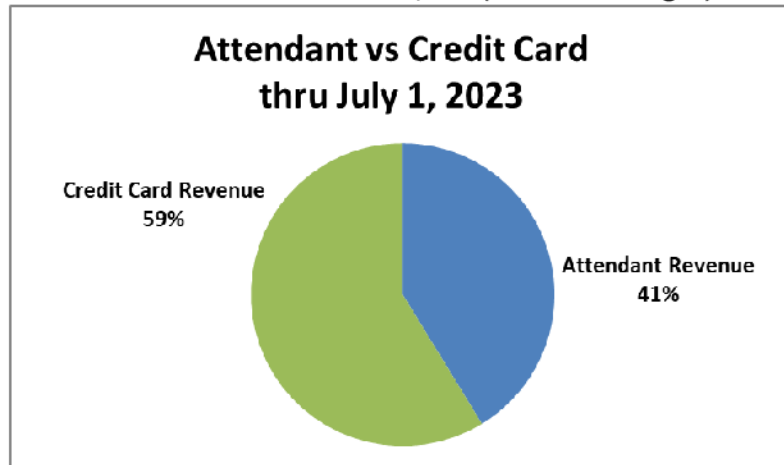
- Memorial Day Weekend: 2023 versus 2022 Increase is a result of the increased Admission Fee
- Fourth of July Weekend: 4 days, Saturday/Sunday slow due to weather

- **Boat Launch**

- Revenue May 2023 thru June 2023

TIL Rev		TIL Rev	
Attended		Credit Cards	Total Rev
\$3,687.00		\$ 5,248.00	\$8,935.00

- Season Pass Rev: \$ 7,154 (89.4% of Budget)



- Total Launches

PAID LAUNCHES THROUGH July 1, 2023										
	Non-Motor RESIDENT	Non-Motor Non-Resident	<20 Feet RESIDENT	<20 Feet Non- Resident	20'-25' RESIDENT	20'-25' Non- Resident	>26' RESIDENT	>26' Non- Resident	Jet Ski RESIDENT	Jet Ski Non- Resident
Attendant Tickets	0	4	9	119	34	64	3	10	6	4
Credit Card Launches	0	10	74	204	36	72	6	3		
Total Launches	0	14	83	323	70	136	9	13	6	4
Total Paid Launches		658	77%							
Total Season/Commercial Pass Launches		196	23%	Season pass only recorded during attended time periods						
		854								

- Riviera – Net gain of 2 events since June

RIVIERA EVENTS 2023	
MONTH	No of EVENTS
January	2
February	1
March	2
April	3
May	8
June	10
July	10
August	6
September	11
October	7
November	4
December	4
Total	68



Lake Geneva Utility Commission

MUNICIPAL WATER AND WASTEWATER SERVICES

361 W Main Street
P.O. Box 187
Lake Geneva, WI 53147
262-248-2311
www.lgutilitycommission.com

Dennis Lyon – President
Josh Gajewski – Utility Director
Jeff Ecklund – Water Superintendent
Ken Bauman – Wastewater Superintendent

LAKE GENEVA UTILITY COMMISSION MONDAY JULY 17, 2023 4:00 PM COUNCIL CHAMBERS - CITY HALL, 626 GENEVA STREET

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AGENDA

1. Call Meeting to Order
2. Roll Call
3. Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.
4. Approve Utility Commission Minutes from June 19, 2023 as prepared and distributed
5. Acknowledgement of Correspondence
6. Approval of June 2023 Financials
7. Approval of June 2023 Bills
8. Directors Report
9. Discussion/Action on Payment Request #3 for the Pine Tree Lane & Mariane Terrace Improvement Project prepared by Asphalt Contractors Inc.
10. Update on utility-related improvements along the WisDOT STH 50 project corridor
11. Adjourn

Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday June 19, 2023, 4:00pm
Council Chambers, City Hall – 626 Geneva St

THIS MEETING WAS HELD IN PERSON

Call Meeting to Order – Lyon called the meeting to order at 4:00pm

Roll Call – Lyon, Klein, Howell, Frame, Nord, Binn & Stanczak

Staff in Attendance – Gajewski & Busch

Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.

None

Approve Utility Commission Minutes from May 15, 2023, as prepared and distributed
Nord/Binn motion to approve. Passed unanimously.

Acknowledgement of Correspondence

None

Approval of May 2023 Financials

Howell/Frame motion to approve. Passed unanimously.

Approval of May 2023 Bills

Binn/Stanczak motion to approve. Passed unanimously.

Directors Report

Gajewski reviewed the submitted Director's report. Discussion was had on lead and copper sampling and the different criteria for sample sites. We have 29 sites approved by the WI DNR and we are required to take 20 samples this year, which have all been collected and submitted. Gajewski reported that changes to the Impact Fees were approved at the Council level and the new fees go into effect June 22. Gajewski gave an update on the Marianne Terrace and Pine Tree Lane project which is due to be paved this week. All except 4 of the curb boxes in the Edgewood Vistas subdivision have been relocated to the right of way, with the remaining 4 being homes that have been sold. Shodeen are working on getting these relocated as well.

Frame/Binn motion to approve the Director's Report. Passed unanimously.

Presentation of 2022 Lake Geneva Utility Commission Annual Financial Report and Management Letter by Brian Anderson, CPA – Wipfli LLP

Brian Anderson of Wipfli LLP appeared via Zoom and presented this year's audit findings to the Commission. This is the second year his company has done the audit. He explained the differences between the two years and reviewed the audit report in sections for the Commission. He reported that there are no concerns and thanked staff who he said were very helpful and cooperative in providing information in a timely manner.

Howell/Klein motion to approve the 2022 Lake Geneva Utility Commission Annual Financial Report and Management Letter. Passed unanimously.

Discussion/Action on proposed utility easement for Everstream GLC Holding Company LLC at 1003 Host Drive PIN – ZYUP00145C

Gajewski explained the need for the utility easement and said the City Attorney had reviewed it and his recommendations have been inserted.

Klein/Frame motion to approve the utility lease for Everstream GLC Holding Company LLC at 1003 Host Drive. Passed unanimously.

Discussion on Payment Request #3 for the Pine Tree Lane & Mariane Terrace Improvement Project prepared by Asphalt Contractors Inc.

No discussion.

Howell/Binn motion to approve. Passed unanimously.

Discussion/Action on estimate of probable construction costs for utility-related improvements along the WisDOT STH 50 project corridor

Gajewski gave a brief background and explained what the Utility is looking to do in conjunction with WisDOT's road project. MSA have drafted estimated constructions costs, but these include a large contingency because it is not known what the DOT will require in terms of backfill and pavement, especially for the deep sewer segment. The estimate is based on 2023 bidding numbers plus the contingency. Staff recommend that WisDOT give their initial review so we can include their requirements in our pricing estimate. Discussion was had on the volatility of the timeline with WisDOT. Klein reported that WisDOT will be hosting a meeting to notify everyone of their expected timeline in the next couple of weeks and it is expected that they will start work in 2026.

Discussion was had on funding and whether the city would need to contribute. Gajewski explained that the City would not be expected to contribute since this is a Utility project and Utility funds are separate from the City. The Utility can apply for Safe Drinking Water funds and/or Clean Water funding. The ARPA funds could also be used for this project. Discussion was had on the age of the mains that would be replaced and what the alternative to deep sewer would be. The alternative is a lift station. Discussion was had on whether the upsized sewer main would accommodate future growth. The Commission would like to see more numbers and information on how this project would be funded. They would also like to know what the alternatives are if funding is an issue. Howell/Binn motion to continue this item to next month's meeting for more details. Passed unanimously.

Discussion/Action on 2022 Compliance Maintenance Annual Report and Resolution 2023-01

Gajewski reported that the 2022 CMAR is complete and has been submitted. The Commission as the authorizing body of the Utility is required to approve the CMAR and the resolution. The report includes the Sanitary Sewer Overflow (SSO) that was caused by the force main break at Big Foot Lift Station in 2022 and also shows that we are not in compliance with our chloride levels which is an ongoing issue. Gajewski talked about the solutions being discussed regarding the force main and the source reduction measures that are in place for the chlorides.

Binn/Frame motion to approve the 2022 CMAR. Passed unanimously.

Adjourn

Klein took a moment to recognize the hard work of the Utility staff and to thank Gajewski for his diligence over the years that has led to a great audit report.

Frame/Binn motion to adjourn at 4:51pm. Passed unanimously.

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY
THE LAKE GENEVA UTILITY COMMISSION**

LAKE GENEVA UTILITY COMMISSION

BUDGET COMPARISON THRU:

6 / 2023

FUND 61 - WASTEWATER UTILITY

					YTD % of Budget 50.0%	Prior YTD 2022	Prior YTD 5 Year Avg.
REVENUES	Current Period	YTD	2023 Budget	YTD vs Budget			
INTEREST EARNED	24,963	132,249	69,600	62,649	190.01%	8,376	8,492
CUSTOMER SALES	445,221	976,838	2,104,937	-1,128,099	46.41%	957,967	919,167
OTHER REVENUE	1,071	7,266	11,225	-3,959	64.73%	5,195	4,139
CAPITAL CONTRIBUTIONS	365,167	396,872	205,150	191,722	193.45%	67,140	71,840
TOTAL REVENUES	836,421	1,513,226	2,390,912	-877,686	63.29%	1,038,678	1,003,637
EXPENSES							
TOTAL OUTSIDE SERVICES	29,087	136,969	408,455	-271,486	33.53%	133,674	126,436
TOTAL OPERATING EXPENSES	3,346	18,901	45,550	-26,649	41.49%	14,261	13,701
TOTAL INSURANCE	8,423	16,846	29,450	-12,604	57.20%	14,641	10,827
TOTAL SALARY & BENEFITS	51,679	317,871	668,150	-350,279	47.57%	276,159	262,710
TOTAL LAB SUPPLIES	436	13,892	21,250	-7,358	65.37%	16,913	8,553
TOTAL MISCELLANEOUS EXPENSE	31	123	1,000	-877	12.28%	59	336
TOTAL MAINTENANCE	14,204	80,405	301,600	-221,195	26.66%	25,069	57,874
TOTAL OPERATION & MAINTENANCE EXPENSES	107,205	585,007	1,475,455	-890,448	39.65%	480,776	480,436
REVENUES OVER O&M EXPENSES	729,216	928,219	915,457	12,762		557,901	523,201
TOTAL CAPITAL OUTLAY	0	14,537	1,324,700	-1,310,163	1.10%	113,444	60,396
REVENUES OVER TOTAL EXPENSES	729,216	913,682	-409,243	1,322,925		444,457	462,805
TOTAL CASH TRANSFERS	399,415	976,933	-413,250	1,390,183	-236.40%	786,536	482,347
NET CHANGE IN CASH BALANCE	329,801	-63,251	4,007	-67,258		-342,079	-19,542
FUND CASH AND INVESTMENT SUMMARY	Opening Balance	Period Activity	Ending Balance				
Wastewater Utility Fund Cash	245,123	-89,502	155,620				
LGIP #10 - Capital Project Fund	3,101,940	12,970	3,114,910				
LGIP #11 - Debt Service Fund	0	0	0				
LGIP #12 - Impact Fee Fund	1,289,254	380,020	1,669,274				
LGIP #13 - Equipment Replacement Fund	1,536,813	6,426	1,543,238				
TOTAL WASTEWATER CASH AND INVESTMENT	6,173,130	309,913	6,483,043				

LAKE GENEVA UTILITY COMMISSION

BUDGET COMPARISON THRU:

6 / 2023

FUND 62 - WATER UTILITY

	Current Period	YTD	2023 Budget	YTD vs Budget	YTD % of Budget 50.0%	Prior YTD 2022	Prior YTD 5 Year Avg.
REVENUES							
INTEREST EARNED	14,254	75,321	61,200	14,121	123.07%	4,630	4,939
CUSTOMER SALES	412,423	856,370	1,833,474	-977,104	46.71%	855,657	828,077
OTHER REVENUE	10,165	266,825	306,498	-39,673	87.06%	256,221	233,469
CAPITAL CONTRIBUTIONS	330,902	360,646	185,900	174,746	194.00%	60,840	64,558
TOTAL REVENUES	767,744	1,559,161	2,387,072	-827,911	65.32%	1,177,348	1,131,044
EXPENSES							
TOTAL SOURCE OF SUPPLY - OPERATION	6,421	30,033	69,850	-39,817	43.00%	27,300	26,369
TOTAL SOURCE OF SUPPLY - MAINTENANCE	347	6,739	66,500	-59,761	10.13%	5,351	5,232
TOTAL PUMPING EXPENSE - OPERATION	6,582	33,482	83,500	-50,018	40.10%	30,531	31,121
TOTAL PUMPING EXPENSE - MAINTENANCE	1,442	5,244	45,950	-40,706	11.41%	1,967	12,690
TOTAL WATER TREATMENT - OPERATION	12,736	46,119	116,900	-70,781	39.45%	44,329	43,196
TOTAL WATER TREATMENT - MAINTENANCE	5,554	39,515	76,000	-36,485	51.99%	34,058	39,025
TOTAL TRANS. & DISTRIBUTION - OPERATION	5,640	30,828	63,900	-33,072	48.24%	20,504	20,739
TOTAL TRANS. & DISTRIBUTION - MAINTENANCE	10,179	79,396	194,150	-114,754	40.89%	111,963	73,568
TOTAL CUSTOMER ACCOUNTS	6,940	38,932	76,025	-37,093	51.21%	32,252	30,940
TOTAL ADMIN & GENERAL OPERATIONS	45,375	252,933	463,540	-210,607	54.57%	224,157	187,952
TOTAL OTHER EXPENSES	25,000	150,000	310,000	-160,000	48.39%	150,000	133,083
TOTAL OPERATION & MAINTENANCE EXPENSES	126,217	713,220	1,566,315	-853,095	45.53%	682,412	603,915
REVENUES OVER O&M EXPENSES	641,527	845,941	820,757	25,184		494,937	527,128
TOTAL CAPITAL OUTLAY	67,821	448,885	576,000	-127,115	77.93%	61,098	147,125
REVENUES OVER TOTAL EXPENSES	573,706	397,056	244,757	152,299		433,839	380,003
TOTAL CASH TRANSFERS	353,607	684,214	241,600	442,614	283.20%	493,416	218,808
NET CHANGE IN CASH BALANCE	220,100	-287,158	3,157	-290,315		-59,577	161,196
FUND CASH AND INVESTMENT SUMMARY							
	<u>Opening Balance</u>	<u>Period Activity</u>	<u>Ending Balance</u>				
Water Utility Fund Cash	106,879	-101,850	5,029				
LGIP #1 - Capital Project Fund	1,941,780	8,119	1,949,899				
LGIP #2 - Impact Fee Fund	636,712	342,138	978,850				
LGIP #3 - Equipment Replacement Fund	800,743	3,348	804,091				
TOTAL WATER FUND CASH AND INVESTMENT	3,486,114	251,756	3,737,870				

Report Criteria:

Detail report.
Invoices with totals above \$5000.00 included.
Paid and unpaid invoices included.
Invoice Detail.GL account (2 Characters) = "61","62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
61				
ALLIANT ENERGY				
280954000023	07/03/2023	HASKINS ST SEWER PLANT	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	16,500.35
Total ALLIANT ENERGY:				16,500.35
CIVIC SYSTEMS LLC				
CVC23495	06/26/2023	CIVIC SUPPORT FEES JULY-DE	61-00-00-52660 OUTSIDE SERVICES EMPLOYED	2,236.50
Total CIVIC SYSTEMS LLC:				2,236.50
Total 61:				18,736.85
62				
ASPHALT CONTRACTORS INC				
19995004-3	06/02/2023	2023-MARIANNE TER & PINE TR	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	64,655.10
Total ASPHALT CONTRACTORS INC:				64,655.10
MSA PROFESSIONAL SERVICES INC				
R07815009.0-5	06/16/2023	PINE TREE & MARIANNE CR SV	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	13,461.28
Total MSA PROFESSIONAL SERVICES INC:				13,461.28
CARLSON RACINE ROOFING				
32132	06/29/2023	RESV 3 ROOF PROJECT	62-00-00-34230 DISTR RESERVOIR # 3	8,939.00
Total CARLSON RACINE ROOFING:				8,939.00
CORE & MAIN LP				
T079652	06/22/2023	1" IPERLS, 510M FXUS	62-00-00-34600 METERS	7,326.20
Total CORE & MAIN LP:				7,326.20
MARTELLE WATER TREATMENT				
25264	06/12/2023	SODIUM HYPOCHLORITE	62-00-00-60200 CHEMICALS	1,180.88
25405	07/05/2023	SODIUM HYPOCHLORITE	62-00-00-60200 CHEMICALS	1,446.00
Total MARTELLE WATER TREATMENT:				2,626.88
ALLIANT ENERGY				
576425000023	07/03/2023	MAIN ST ENGINE ROOM	62-00-00-62300 PUMPING POWER PURCHASED	6,281.05
Total ALLIANT ENERGY:				6,281.05
MARTELLE WATER TREATMENT				
25264	06/12/2023	HYDROFLUOSILICIC ACID, CHL	62-00-00-64100 CHEMICALS	6,218.61
25405	07/05/2023	HYDROFLUOSILICIC ACID, CHL	62-00-00-64100 CHEMICALS	4,283.15
Total MARTELLE WATER TREATMENT:				10,501.76

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
CIVIC SYSTEMS LLC				
CVC23495	06/26/2023	CIVIC SUPPORT FEES JULY-DE	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	2,236.50
Total CIVIC SYSTEMS LLC:				2,236.50
Total 62:				116,027.77
Grand Totals:				134,764.62

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$5000.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = "61","62"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = "61","62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
61				
NORTHERN LAKE SERVICE INC				
2308815	06/16/2023	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	293.79
2308877	06/16/2023	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	293.79
2309678	06/29/2023	SECOND QUARTER SLUDGE T	61-00-00-52100 LABORATORY SERVICES	702.35
2309695	06/29/2023	SECOND QTR MW TESTING	61-00-00-52100 LABORATORY SERVICES	1,558.28
2309902	07/05/2023	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	293.79
2310174	07/10/2023	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	272.42
2310247	07/10/2023	WEEKLY NITROGEN TESTING	61-00-00-52100 LABORATORY SERVICES	293.79
Total NORTHERN LAKE SERVICE INC:				3,708.21
WE ENERGIES				
4612978876	06/09/2023	HASKINS ST WWTF-SEWER PL	61-00-00-52500 UTILITY-GAS-PLANT	33.15
4613701071	06/09/2023	HASKINS ST DEWATERING BLD	61-00-00-52500 UTILITY-GAS-PLANT	10.33
4615428279	06/12/2023	HASKINS ST WEST BLDG-STOR	61-00-00-52500 UTILITY-GAS-PLANT	11.71
4618220191	06/14/2023	LAGRANGE DR LIFT STN	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	18.39
4619195498	06/14/2023	BIG FOOT LIFT STATION	61-00-00-52505 UTILITY-GAS-COLLECTION SYSTEM	10.89
Total WE ENERGIES:				84.47
ALLIANT ENERGY				
143875000023	07/03/2023	191 HASKINS ST DEWATER BLD	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	294.44
280954000023	07/03/2023	HASKINS ST SEWER PLANT	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	16,500.35
507753000023	07/03/2023	361 W MAIN ST SIGN	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	19.50
974671000023	07/03/2023	361 MAIN ST HALLWAY	61-00-00-52520 UTILITY-ELECTRICITY-PLANT	136.68
055361000023	07/03/2023	361 MAIN ST CC LIFT	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	78.39
141180000023	07/03/2023	LAGRANGE DR LIFT STN	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	144.21
277971000023	07/03/2023	MARIANE TER LIFT STN	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	37.54
307955000023	07/03/2023	MAXWELL ST LIFT STN	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	30.48
327113000023	07/03/2023	BAYVIEW DR LIFT STN	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	37.01
599411000023	07/03/2023	361 STATE ROAD 120 BIG FOOT	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	255.62
962961000023	07/03/2023	EDGEWOOD DR LIFT STN	61-00-00-52525 UTILITY-ELECTRICITY-COLL SYS	151.00
Total ALLIANT ENERGY:				17,685.22
CIVIC SYSTEMS LLC				
CVC23495	06/26/2023	CIVIC SUPPORT FEES JULY-DE	61-00-00-52660 OUTSIDE SERVICES EMPLOYED	2,236.50
Total CIVIC SYSTEMS LLC:				2,236.50
VELOCITY				
2023093	06/22/2023	OFFICE 365 LIC & AZURE LICEN	61-00-00-53050 COMPUTER EXPENSE	124.25
Total VELOCITY:				124.25
CAPITAL ONE				
633151555595	05/31/2023	SHARPIES, GEL PENS, CALCUL	61-00-00-53100 OFFICE SUPPLIES EXPENSE	27.28
Total CAPITAL ONE:				27.28

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
CHARTER COMMUNICATIONS				
012395106112	06/11/2023	JUNE INTERNET SVC	61-00-00-53100 OFFICE SUPPLIES EXPENSE	109.98
Total CHARTER COMMUNICATIONS:				109.98
MARTIN BUSINESS GROUP				
1297807	06/20/2023	SERVICE CONTRACT/COPIES	61-00-00-53100 OFFICE SUPPLIES EXPENSE	112.54
Total MARTIN BUSINESS GROUP:				112.54
ODP BUSINESS SOLUTIONS LLC				
322235662001	07/07/2023	COPY PAPER 7 DISPOSABLE W	61-00-00-53100 OFFICE SUPPLIES EXPENSE	63.68
Total ODP BUSINESS SOLUTIONS LLC:				63.68
AT&T				
262248865606	06/13/2023	JUNE 2023 MONTHLY PHONE BI	61-00-00-53110 TELEPHONE EXPENSE	114.74
Total AT&T:				114.74
US CELLULAR				
0584308466	06/04/2023	WWTF MONTHLY PHONE BILL	61-00-00-53110 TELEPHONE EXPENSE	103.57
Total US CELLULAR:				103.57
GAJEWSKI, JOSHUA				
GAJEWSKI062	06/26/2023	REIMB WWOA-SO MTG 6/13/202	61-00-00-53320 CONFERENCES & SCHOOL	60.00
Total GAJEWSKI, JOSHUA:				60.00
CINTAS CORP				
5165004068	06/30/2023	RESTOCK FIRST AID SUPPLIES	61-00-00-53900 FIRST AID & SAFETY SUPPLIES	148.74
Total CINTAS CORP:				148.74
BAUMAN, KEN				
BAUMAN0620	06/20/2023	REIMB CDL RENEWAL	61-00-00-53990 MISCELLANEOUS EXPENSE	79.00
Total BAUMAN, KEN:				79.00
CAPITAL ONE				
623151558271	05/31/2023	WINDOW AIR CONDITIONER-BR	61-00-00-53990 MISCELLANEOUS EXPENSE	329.00
633151556525	05/31/2023	LAUNDRY SOAP & PAPER TOW	61-00-00-53990 MISCELLANEOUS EXPENSE	43.18
Total CAPITAL ONE:				372.18
CULLIGAN OF BURLINGTON				
500X02945604	06/30/2023	LAB WATER	61-00-00-64000 LABORATORY SUPPLIES	323.16
Total CULLIGAN OF BURLINGTON:				323.16
HD SUPPLY INC				
INV00057937	06/28/2023	HAULER TEST STRIPS	61-00-00-64000 LABORATORY SUPPLIES	330.85
Total HD SUPPLY INC:				330.85

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
CAPITAL ONE				
273151557433	05/31/2023	PAPER PLATES & CUTLERY-KIT	61-00-00-65000 OTHER OPERATING SUPPLIES-KITCH	30.70
Total CAPITAL ONE:				30.70
MSA PROFESSIONAL SERVICES INC				
R07815010.0-3	06/23/2023	WI STH 50 UTILITY STUDY-SVC	61-00-00-92300 OUTSIDE SERVICES EMPLOYED	187.50
Total MSA PROFESSIONAL SERVICES INC:				187.50
SECURIAN FINANCIAL GROUP				
JULY 2023-LIF	06/28/2023	JUL 2023 LIFE	61-00-00-92630 LIFE INSURANCE EXPENSE	10.73
Total SECURIAN FINANCIAL GROUP:				10.73
BUMPER TO BUMPER AUTO PARTS				
662-474100	06/22/2023	BELT-ROOF MOUNTED EXHAU	61-00-00-93500 MAINT-LAB BLDG	98.94
662-474101	06/22/2023	BELT-CREDIT EXHAUST FAN M	61-00-00-93500 MAINT-LAB BLDG	82.45
Total BUMPER TO BUMPER AUTO PARTS:				16.49
HOME DEPOT CREDIT				
8010587	06/13/2023	SHELVING - LAB BUILDING	61-00-00-93500 MAINT-LAB BLDG	137.82
Total HOME DEPOT CREDIT:				137.82
DUNN LUMBER				
1406602	05/17/2023	TOILET REPAIRS-SHOP BLDG	61-00-00-93506 MAINT-VEHICLE STORAGE BLDGS	29.38
Total DUNN LUMBER:				29.38
GREGG MARTIN INSTRUMENTATION				
44169	06/12/2023	SENSORS-HEADWORKS GAS D	61-00-00-93601 MAINT-HEADWORKS EQUIP	875.34
Total GREGG MARTIN INSTRUMENTATION:				875.34
ROTE OIL				
785895	07/05/2023	OIL-75W-140 MAINT OXIDATION	61-00-00-93603 MAINT-PROCESS EQUIP	608.00
Total ROTE OIL:				608.00
BUMPER TO BUMPER AUTO PARTS				
471586	04/21/2023	BATTERY-PLANT GENERATOR	61-00-00-93700 MAINT-VEHICLES & EQUIP	188.99
662-473685	06/13/2023	BATTERY-PLANT GENERATOR	61-00-00-93700 MAINT-VEHICLES & EQUIP	188.99
Total BUMPER TO BUMPER AUTO PARTS:				.00
ITU ABSORB TECH INC				
8148519	06/23/2023	SHOP RAGS	61-00-00-93700 MAINT-VEHICLES & EQUIP	32.88
Total ITU ABSORB TECH INC:				32.88
CITY ELECTRIC				
LKG/087097	06/30/2023	BIG FOOT LS MAINT-TAPE & MU	61-00-00-93800 MAINT-LIFT STATIONS	57.38
LKG/87034	06/28/2023	BIGFOOT LS-MULTI-TAP & CABL	61-00-00-93800 MAINT-LIFT STATIONS	140.91

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total CITY ELECTRIC:				198.29
ALLIANT ENERGY				
252422000023	07/03/2023	E STATE ROAD 50 GATE	61-00-00-93820 MAINT-RECEIVING STATION	18.82
Total ALLIANT ENERGY:				18.82
ADAMS, ANDREW J				
290	06/21/2023	MOWING SEEPAGE CELLS	61-00-00-93830 MAINT-SEEPAGE CELLS/POND	1,280.00
Total ADAMS, ANDREW J:				1,280.00
ALLIANT ENERGY				
054885000023	07/03/2023	E STATE ROAD 50 SEEPAGE	61-00-00-93830 MAINT-SEEPAGE CELLS/POND	148.72
Total ALLIANT ENERGY:				148.72
SYSTEMS DESIGN				
24152	06/15/2023	IRRIGATION START UP	61-00-00-93910 MAINTENANCE-OTHER	112.70
Total SYSTEMS DESIGN:				112.70
Total 61:				29,371.74
62				
ASPHALT CONTRACTORS INC				
19995004-3	06/02/2023	2023-MARIANNE TER & PINE TR	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	64,655.10
Total ASPHALT CONTRACTORS INC:				64,655.10
MSA PROFESSIONAL SERVICES INC				
R07815009.0-5	06/16/2023	PINE TREE & MARIANNE CR SV	62-00-00-10700 CONSTRUCTION WORK IN PROCESS	13,461.28
Total MSA PROFESSIONAL SERVICES INC:				13,461.28
CORE & MAIN LP				
T079024	06/23/2023	#4 METERHORNS, METER GAS	62-00-00-15000 MATERIAL-SUPPLIES	1,856.00
Total CORE & MAIN LP:				1,856.00
DIXON ENGINEERING INC				
23-0717	07/07/2023	VZ W - U/G INSPECTIONS HOST	62-00-00-23830 DEPOSITS	2,700.00
23-0718	07/07/2023	SPRINT DECOM INSPECTION-H	62-00-00-23830 DEPOSITS	1,350.00
Total DIXON ENGINEERING INC:				4,050.00
CARLSON RACINE ROOFING				
32132	06/29/2023	RESV 3 ROOF PROJECT	62-00-00-34230 DISTR RESERVOIR # 3	8,939.00
Total CARLSON RACINE ROOFING:				8,939.00
CORE & MAIN LP				
T079652	06/22/2023	1" IPERLS, 510M FXUS	62-00-00-34600 METERS	7,326.20
Total CORE & MAIN LP:				7,326.20

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
HOME DEPOT CREDIT				
5164256	06/16/2023	THERMOSTAT WIRE-METER IN	62-00-00-34600 METERS	91.27
Total HOME DEPOT CREDIT:				91.27
MARTELLE WATER TREATMENT				
25264	06/12/2023	SODIUM HYPOCHLORITE	62-00-00-60200 CHEMICALS	1,180.88
25405	07/05/2023	SODIUM HYPOCHLORITE	62-00-00-60200 CHEMICALS	1,446.00
Total MARTELLE WATER TREATMENT:				2,626.88
ALLIANT ENERGY				
145511000023	07/05/2023	361 MAIN ST WELL 2	62-00-00-60300 MISC EXPENSES & UTILITY	1,945.56
327391000023	07/03/2023	WAVERLY ST WELL 4	62-00-00-60300 MISC EXPENSES & UTILITY	748.58
348370000023	07/03/2023	WAVERLY ST WELL 3	62-00-00-60300 MISC EXPENSES & UTILITY	668.64
972745000023	07/03/2023	HASKINS ST WELL 5	62-00-00-60300 MISC EXPENSES & UTILITY	1,394.61
Total ALLIANT ENERGY:				4,757.39
WE ENERGIES				
4614124882	06/09/2023	WAVERLY ST WELLHOUSE #4	62-00-00-60300 MISC EXPENSES & UTILITY	9.90
4623353231	06/19/2023	HASKINS ST WELLHOUSE #5	62-00-00-60300 MISC EXPENSES & UTILITY	15.65
Total WE ENERGIES:				25.55
HD SUPPLY INC				
INV00059624	06/29/2023	WELLHOUSE CHEMICAL FEED-	62-00-00-61400 WELLS MAINTENANCE	498.79
INV00063245	07/05/2023	WELL CHEM FEED-BLEED VALV	62-00-00-61400 WELLS MAINTENANCE	718.94
Total HD SUPPLY INC:				1,217.73
ALLIANT ENERGY				
347962000023	07/05/2023	DODGE ST BOOSTER	62-00-00-62300 PUMPING POWER PURCHASED	157.28
576425000023	07/03/2023	MAIN ST ENGINE ROOM	62-00-00-62300 PUMPING POWER PURCHASED	6,281.05
717061000023	07/03/2023	1401 CENTER ST BOOSTER	62-00-00-62300 PUMPING POWER PURCHASED	539.50
Total ALLIANT ENERGY:				6,977.83
WE ENERGIES				
4613361547	06/09/2023	CENTER ST BOOSTER STN	62-00-00-62300 PUMPING POWER PURCHASED	16.64
4614019612	06/09/2023	WATER DEPT MAIN BLDG	62-00-00-62300 PUMPING POWER PURCHASED	40.38
Total WE ENERGIES:				57.02
MARTELLE WATER TREATMENT				
25264	06/12/2023	HYDROFLUOSILICIC ACID, CHL	62-00-00-64100 CHEMICALS	6,218.61
25405	07/05/2023	HYDROFLUOSILICIC ACID, CHL	62-00-00-64100 CHEMICALS	4,283.15
Total MARTELLE WATER TREATMENT:				10,501.76
ALLIANT ENERGY				
974671000023	07/03/2023	361 MAIN ST HALLWAY	62-00-00-64200 LABOR & EXPENSES (LAB)	136.69
Total ALLIANT ENERGY:				136.69
AMY'S SHIPPING EMPORIUM				
86176	06/14/2023	WATER SAMPLE SHIPPING/FRE	62-00-00-64200 LABOR & EXPENSES (LAB)	256.71

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
86187	06/14/2023	WATER SAMPLE SHIPPING/FRE	62-00-00-64200 LABOR & EXPENSES (LAB)	16.41
86375	06/22/2023	WATER SAMPLE SHIPPING/FRE	62-00-00-64200 LABOR & EXPENSES (LAB)	86.19
Total AMY'S SHIPPING EMPORIUM:				359.31
HD SUPPLY INC				
INV00041715	06/13/2023	LAB TESTING REAGENT	62-00-00-64200 LABOR & EXPENSES (LAB)	70.90
INV00063245	07/05/2023	BUFFER SOLUTION	62-00-00-64200 LABOR & EXPENSES (LAB)	81.75
Total HD SUPPLY INC:				152.65
NORTHERN LAKE SERVICE INC				
2308546	06/13/2023	MANGANESE MONTHLLY	62-00-00-64200 LABOR & EXPENSES (LAB)	42.91
2310160	07/10/2023	LAB SAMPLING	62-00-00-64200 LABOR & EXPENSES (LAB)	1,655.35
Total NORTHERN LAKE SERVICE INC:				1,698.26
WI STATE LABORATORY OF HYGIENE				
746895	06/30/2023	MONTHLY FLUORIDE SPLIT SA	62-00-00-64200 LABOR & EXPENSES (LAB)	28.00
Total WI STATE LABORATORY OF HYGIENE:				28.00
HD SUPPLY INC				
INV00060350	06/30/2023	CHEM RM-DIAPHRAM PUMP LE	62-00-00-65200 MAINT WATER TREATMENT EQUIP	263.95
Total HD SUPPLY INC:				263.95
ALLIANT ENERGY				
098433000023	07/03/2023	750 WILD RIDGE DR WATER TO	62-00-00-66100 MAINT OPS-STANDPIPES	186.29
520171000023	07/03/2023	1887 DODGE ST TOWER	62-00-00-66100 MAINT OPS-STANDPIPES	37.69
Total ALLIANT ENERGY:				223.98
DUNN LUMBER				
1435058	06/15/2023	THREAD CUTTING OIL	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	8.32
Total DUNN LUMBER:				8.32
HOME DEPOT CREDIT				
10751	06/21/2023	CLAMPS & GLUE	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	44.81
2027406	06/29/2023	PLIERS, WORK GLOVES, KNIFE	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	58.38
3027247	06/28/2023	EXTENSION POLES	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	79.94
5024026	06/06/2023	GLOVES	62-00-00-66500 MISC EXPENSE LICENSE & TOOLS	22.95
Total HOME DEPOT CREDIT:				206.08
HUMPHREYS CONTRACTING				
HUMPHREYS0	06/25/2023	1562 LAKESHORE DR-LEAD SV	62-00-00-67500 MAINT SERVICES & CURB BOX	1,039.40
Total HUMPHREYS CONTRACTING:				1,039.40
CORE & MAIN LP				
T079024	06/23/2023	#4 METERHORNS, METER GAS	62-00-00-67600 MAINT OF METERS	200.00
Total CORE & MAIN LP:				200.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
AT&T				
262248865606	06/13/2023	JUNE 2023 MONTHLY PHONE BI	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	114.74
Total AT&T:				114.74
CAPITAL ONE				
233165521931	06/14/2023	COFFEE	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	84.19
Total CAPITAL ONE:				84.19
CHARTER COMMUNICATIONS				
010682406212	06/21/2023	WATER JUNE INTERNET	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	119.98
Total CHARTER COMMUNICATIONS:				119.98
MARTIN BUSINESS GROUP				
1297807	06/20/2023	SERVICE CONTRACT/COPIES	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	112.55
Total MARTIN BUSINESS GROUP:				112.55
ODP BUSINESS SOLUTIONS LLC				
322235662001	07/07/2023	COPY PAPER 7 DISPOSABLE W	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	63.69
Total ODP BUSINESS SOLUTIONS LLC:				63.69
US CELLULAR				
0584308466	06/04/2023	WATER MONTHLY PHONE BILL	62-00-00-92100 OFFICE SUPPLIES & EXPENSE	192.35
Total US CELLULAR:				192.35
CIVIC SYSTEMS LLC				
CVC23495	06/26/2023	CIVIC SUPPORT FEES JULY-DE	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	2,236.50
Total CIVIC SYSTEMS LLC:				2,236.50
CLEAN WATER ENGINEERING LLC				
1030	07/05/2023	CROSS CONNECTION INSPECT	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	2,262.00
Total CLEAN WATER ENGINEERING LLC:				2,262.00
MSA PROFESSIONAL SERVICES INC				
R07815010.0-3	06/23/2023	WI STH 50 UTILITY STUDY-SVC	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	187.50
Total MSA PROFESSIONAL SERVICES INC:				187.50
VELOCITY				
2023093	06/22/2023	OFFICE 365 LIC & AZURE LICEN	62-00-00-92300 OUTSIDE SERVICES EMPLOYED	124.25
Total VELOCITY:				124.25
SECURIAN FINANCIAL GROUP				
JULY 2023-LIF	06/28/2023	JUL 2023 LIFE	62-00-00-92630 LIFE INSURANCE EXPENSE	13.61
Total SECURIAN FINANCIAL GROUP:				13.61
CINTAS CORP				
5165004099	06/30/2023	RESTOCK FIRST AID SUPPLIES	62-00-00-93000 MISCELLANEOUS GENERAL EXP	159.38

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total CINTAS CORP:				159.38
OFFICE PRO INC				
658222-0	07/07/2023	SOAP, BATH TISSUE, WIPES	62-00-00-93000 MISCELLANEOUS GENERAL EXP	1,059.67
Total OFFICE PRO INC:				1,059.67
SYSTEMS DESIGN				
24152	06/15/2023	IRRIGATION START UP	62-00-00-93000 MISCELLANEOUS GENERAL EXP	112.71
Total SYSTEMS DESIGN:				112.71
AMAZON CAPITAL SERVICES				
89C4-MAY 202	06/01/2023	FRONT SIGN LIGHT	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	211.98
Total AMAZON CAPITAL SERVICES:				211.98
DUNN LUMBER				
1442269	06/22/2023	NUTS/BOLTS	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	4.58
1455001	07/06/2023	REGAL TOOL & NUTS/BOLTS-T	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	19.57
Total DUNN LUMBER:				24.15
GAJEWSKI, JOSHUA				
GAJEWSKI062	06/26/2023	REIMB IRRIGATION SYS PARTS	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	19.31
Total GAJEWSKI, JOSHUA:				19.31
HOME DEPOT CREDIT				
5314726	06/06/2023	THREAD TAPE, DUCT SEAL, PI	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	41.58
8020263	07/03/2023	TREATMENT PLANT-ELBOW, PI	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	52.48
Total HOME DEPOT CREDIT:				94.06
LOU'S GLOVES INC				
053358	07/06/2023	DISPOSABLE LATEX GLOVES	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	193.00
Total LOU'S GLOVES INC:				193.00
WITTE SUPPLY COMPANY				
139885	07/05/2023	GRASS SEED & TOPSOIL-LAND	62-00-00-93200 MAINTENANCE OF GENERAL PLANT	255.00
Total WITTE SUPPLY COMPANY:				255.00
Total 62:				138,500.27
Grand Totals:				167,872.01

Customer Refunds + 1789.21
MAY ATT Long Distance + 2.24
Invoice entered after
June Ue Meeting Reports 169,663.46
Were created.

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
----------------	--------------	-------------	----------------------	-----------------------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = "61","62"



Lake Geneva Utility Commission

MUNICIPAL WATER AND WASTEWATER SERVICES

361 W Main Street
P.O. Box 187
Lake Geneva, WI 53147
262-248-2311
www.lgutilitycommission.com

Dennis Lyon – President
Josh Gajewski – Utility Director
Jeff Ecklund – Water Superintendent
Ken Bauman – Wastewater Superintendent

TO: Lake Geneva Utility Commission
FROM: Josh Gajewski, Utility Director
SUBJECT: July 2023 Director's Report

OPERATIONS UPDATE

WATER OPERATIONS

The work for the Pine Tree and Mariane Improvement Project has been nearly completed for the entire scope, we are down to performing a walkthrough and creating a punch list for the contractor to address. The contractor has submitted a payment application and we anticipate that there will be one additional payment request forthcoming to close out the project.

The additional concrete work and roofing material installation on Reservoir #3 roof that was discussed in January as part of the earlier roof replacement project has been completed and with approval of the invoice payment, we will be able to close out the project.

Staff is working to draft a scope of services for an upcoming request to perform preventative maintenance inspection and repair services for well and distribution pumping equipment. We anticipate quotes for this work to be reviewable at the August Commission meeting.

WASTEWATER OPERATIONS

The last of the equipment repairs that were necessary for the Big Foot Lift Station flooding event have been completed and we are now back to normal operations at the station.

Staff continues to perform various maintenance tasks within the collection system, including the manhole inspections, the treatment of roots, and will be starting maintenance cleaning within the next week. Additionally, staff has been working to coordinate manhole rehabilitation work ahead of the upcoming DPW street project, along with coordinating repair work in areas noted in last year's CCTV reports.

Staff has been coordinating potential work at and around the Mariane Terrace lift station, including tree removal, maintenance of the asphalt driveway, and various capital improvements that were budgeted by the Utility for completion this year.

OFFICE & ADMINISTRATION

Second quarter utility bills have been issued and the collection process is underway, with bills being due on July 20th.

Construction administration related to various developments within the city continue to advance, including:

- A final walkthrough of the Vistas was completed in late June and a reduction in the letter of credit was authorized. The Development has a small punch list yet to be completed and as-built drawings need to be created and reviewed, but we anticipate a request for dedication of the improvements to be made in the next month or two.
- A letter of credit reduction for Phase 3 of Stoneridge was authorized in early July and we anticipate a request for dedication of the improvements to be made this month.

JULY 2023 UTILITY COMMISSION AGENDA - BACKGROUND INFORMATION

9. Pay Application #4 – Pine Tree & Mariane Improvement Project

We have received the fourth Payment Application from Asphalt Contractors Inc. for work completed through July 3, 2023. Items 14 and 38 – 53 are direct costs to the Utility, while items 1-3 continue to be proposed by staff as a 40/60 split cost between the Utility and DPW based on the prorated portion of the attributable costs within the scope of work.

Action is recommended to approve the payment of \$8,809.35 to Asphalt Contractors Inc. for work completed on the Pine Tree & Mariane Improvement Project through 7/3/23.

10. Utility Improvements – WisDOT Project Corridor – STH 50

Utility staff held a meeting that included representatives from MSA Professional Services, the Wisconsin DOT and Bloom Companies, who has been selected by WisDOT to complete the detailed engineering for the project on their behalf. The meeting was productive, and the Utility was able to obtain guidance on some of the questions we had, while others required additional review by WisDOT prior to providing an official response. It was planned that the group would reconvene in late summer or early fall to discuss the outstanding topics and continue to develop a cooperative scope of work for the project. Staff will be in attendance at the July meeting to provide additional details of the meeting.

Staff does not have a formal recommendation or requested action on this item, as it is an update only.

Contractor's Application for Payment No.

4

Application Period: 7/3/2023	Application Date: 7/11/2023
To (Owner): City of Lake Geneva	From (Contractor): Asphalt Contractors
Project: 2023 Mariane Terrace and Pine Tree Lane Improvements	Contract:
Owner's Contract No.:	Contractor's Project No.:
	Engineer's Project No.: 19995004

Application For Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	\$ 4,830.00	
TOTALS	\$ 4,830.00	\$
NET CHANGE BY CHANGE ORDERS	\$ 4,830.00	

1. ORIGINAL CONTRACT PRICE.....	\$	\$1,012,080.34
2. Net change by Change Orders.....	\$	\$4,830.00
3. Current Contract Price (Line 1 ± 2).....	\$	\$1,016,910.34
4. TOTAL COMPLETED AND STORED TO DATE (Column F or I total on Progress Estimates).....	\$	\$908,624.36
5. RETAINAGE:		
a. 5% X \$908,624.36 Work Completed.....	\$	\$45,431.22
b. 0% X Stored Material.....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$45,431.22
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$863,193.14
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$664,634.65
8. AMOUNT DUE THIS APPLICATION.....	\$	\$198,558.49
9. BALANCE TO FINISH, PLUS RETAINAGE (Column [G for LS] or [J for UP] total on Progress Estimates + Line 5.c above).....	\$	\$108,285.99

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: William Lauf Date: 7/11/2023

Payment of: \$ \$198,558.49
(Line 8 or other - attach explanation of the other amount)

is recommended by: Mark Wood 7/11/23
(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

For (Contract): 2023 Mariane Terrace and Pine Tree Lane Improvements

Application Period: 7/3/2023

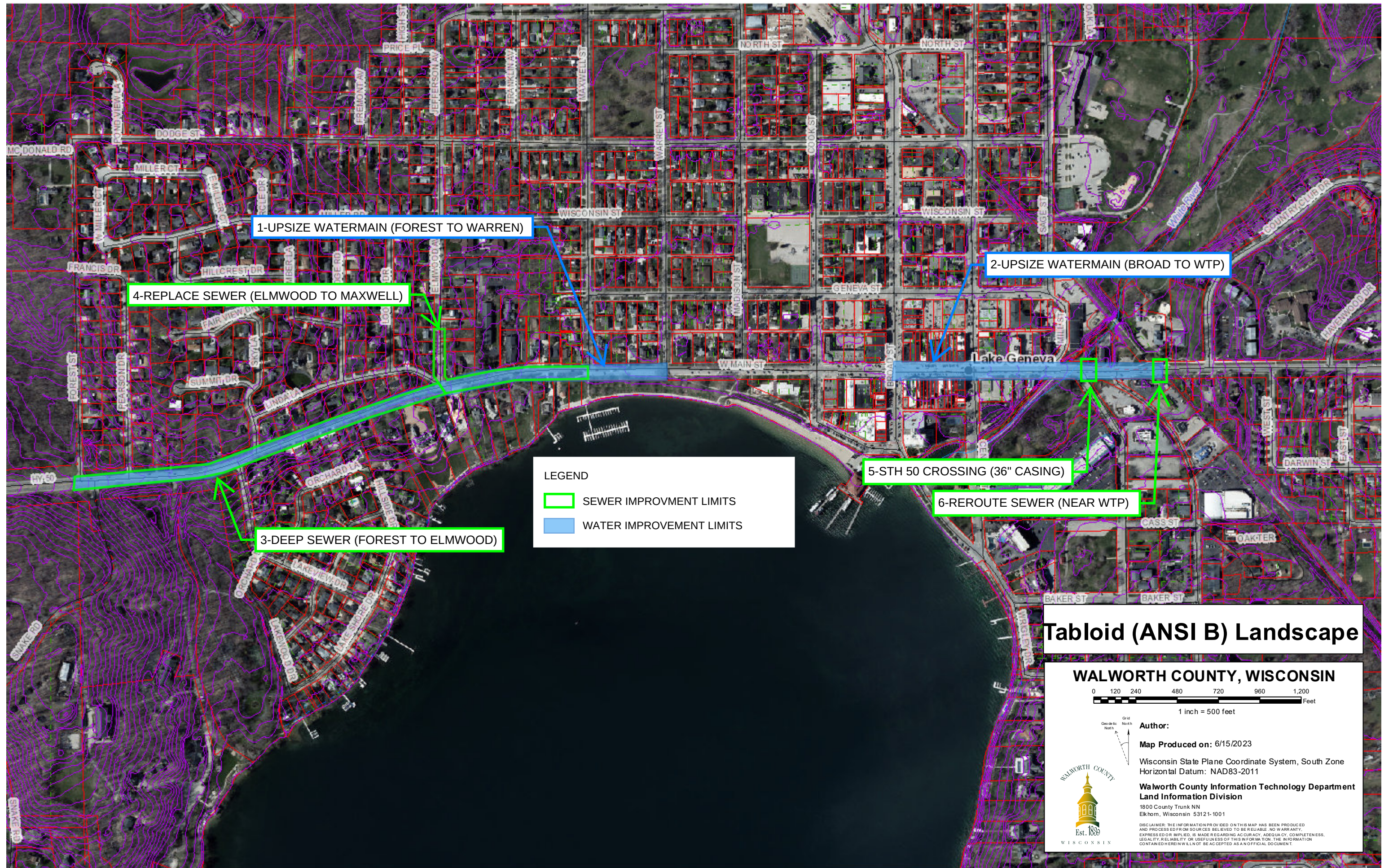
A						B	C	D	E	F	G
Item						Work Completed to Date					
Contract Information											
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date
1		Mobilization/Bonds/Insurance	1	LS	\$48,000.00	\$48,000.00	0.80	0.20	\$9,600.00	1.00	\$48,000.00
2		Clearing and Grubbing	1	LS	\$1,000.00	\$1,000.00	1.00	0.00	\$0.00	1.00	\$1,000.00
3		Traffic Control	1	LS	\$5,000.00	\$5,000.00	0.50	0.50	\$2,500.00	1.00	\$5,000.00
4		Asphalt Pavement Removal	4,590	SY	\$3.75	\$17,212.50	4,572.00	0.00	\$0.00	4572.00	\$17,145.00
5		Concrete Pavement Removal	5,500	SF	\$1.50	\$8,250.00	5,490.00	7.90	\$11.85	5497.90	\$8,246.85
6		Remove & Salvage Driveway Brick	175	SF	\$5.50	\$962.50	60.00	0.00	\$0.00	60.00	\$330.00
7		Remove Existing Storm Water Structure	1	LS	\$1,575.00	\$1,575.00	1.00		\$0.00	1.00	\$1,575.00
8		Remove, Salvage & Reinstall Mailbox	27	EA	\$200.00	\$5,400.00	17.00	10.00	\$2,000.00	27.00	\$5,400.00
9		Remove, Salvage & Reinstall Sign	3	EA	\$165.00	\$495.00	-		\$0.00		\$0.00
10		Remove, Salvage & Reinstall Landscaping Rocks	1	LS	\$800.00	\$800.00	-		\$0.00		\$0.00
11		Remove, Salvage & Reinstall Fence, 705 Pine Tree Ln	85	LF	\$68.24	\$5,800.40	-		\$0.00		\$0.00
12		Unclassified Excavation	1	LS	\$68,000.00	\$68,000.00	0.896	0.104	\$7,072.00	1.000	\$68,000.00
13		Remove, Salvage & Reinstall Boulder Retaining Wall, 815 Pine Tr	1	LS	\$5,800.00	\$5,800.00	-		\$0.00		\$0.00
14		Adjust Manhole Casting	6	EA	\$1,785.00	\$10,710.00	-		\$0.00		\$0.00
15		Excavation Below Subgrade (EBS)	475	CY	\$28.00	\$13,300.00	72.07	6.00	\$168.00	78.07	\$2,185.96
16		Breaker Run W/Fabric (EBS)	475	CY	\$50.00	\$23,750.00	72.07	0.00	\$0.00	72.07	\$3,603.50
17		Dense Graded Base	5,110	TON	\$26.00	\$132,860.00	4,306.71	31.26	\$812.76	4337.97	\$112,787.22
18		Concrete Curb & Gutter, 30-Inch	1,200	LF	\$25.50	\$30,600.00	460.00	748.00	\$19,074.00	1208.00	\$30,804.00
19		Concrete Curb & Gutter, 30-Inch Mountable	300	LF	\$23.00	\$6,900.00	140.00	140.00	\$3,220.00	280.00	\$6,440.00
20		Concrete Curb & Gutter, 24-Inch Ribbon	1,010	LF	\$18.00	\$18,180.00	-	1061.00	\$19,098.00	1061.00	\$19,098.00
21		Concrete Flume, STA 54+50lt	1	EA	\$2,500.00	\$2,500.00	-	1.00	\$2,500.00	1.00	\$2,500.00
22		Concrete Sidewalk, 4-Inch Thick	310	SF	\$11.00	\$3,410.00	-	310.00	\$3,410.00	310.00	\$3,410.00
23		Concrete Sidewalk, 6-Inch Thick	110	SF	\$12.00	\$1,320.00	-	92.00	\$1,104.00	92.00	\$1,104.00
24		Concrete Drive Aprons and Driveways, 6-Inch Thick	7,100	SF	\$9.00	\$63,900.00	1,775.00	5281.00	\$47,529.00	7056.00	\$63,504.00
25		Detectable Warning Field	20	SF	\$40.00	\$800.00	-	20.00	\$800.00	20.00	\$800.00
26		Asphaltic Pavement, 2.0-Inch Thick Binder Course	525	TON	\$87.50	\$45,937.50	-	410.11	\$35,884.63	410.11	\$35,884.63
27		Asphaltic Pavement, 2.0-Inch Thick Surface Course	525	TON	\$90.20	\$47,355.00	-	376.00	\$33,915.20	376.00	\$33,915.20
28		Asphaltic Pavement, 3.0-Inch Thick Driveway	30	TON	\$130.00	\$3,900.00	-	7.00	\$910.00	7.00	\$910.00
28.1		Stop Bar Pavement Marking, 6-Inch White Epoxy	145	LF	\$22.50	\$3,262.50	-	73.00	\$1,642.50	73.00	\$1,642.50
28.2		Cross Walk Pavement Markings, 4-Inch White Epoxy	35	LF	\$21.50	\$752.50	-	36.00	\$774.00	36.00	\$774.00
29		2 Ft x 3 Ft Inlet	6	EA	\$2,940.00	\$17,640.00	6.00	0.00	\$0.00	6.00	\$17,640.00
30		48-Inch Storm Manhole	3	EA	\$3,675.00	\$11,025.00	3.00	0.00	\$0.00	3.00	\$11,025.00
31		18- Inch RCP Storm Pipe	100	LF	\$80.85	\$8,085.00	100.00	0.00	\$0.00	100.00	\$8,085.00
32		12- Inch RCP Storm Pipe	50	LF	\$79.80	\$3,990.00	50.00	0.00	\$0.00	50.00	\$3,990.00
33		Connect to Existing Storm Sewer	1	LS	\$788.00	\$788.00	1.00	0.00	\$0.00	1.00	\$788.00
34		Inlet Protection, Type-D	20	EA	\$145.00	\$2,900.00	10.00		\$0.00	10.00	\$1,450.00

Progress Estimate - Unit Price Work

For (Contract):		2023 Mariane Terrace and Pine Tree Lane Improvements									
Application Period:		7/3/2023									
A						B	C	D	E	F	G
Item			Contract Information				Work Completed to Date				
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
35		Topsoil, Seed, Fertilize, Erosion Mat Class I Type B, Urban	1,400	SY	\$8.50	\$11,900.00	-	1400.00	\$11,900.00	1400.00	\$11,900.00
36		Silt Fence	500	LF	\$2.50	\$1,250.00	385.00		\$0.00	385.00	\$962.50
37		Rip-Rap, Heavy Duty	12	CY	\$130.00	\$1,560.00	-	5.00	\$650.00	5.00	\$650.00
38		Valve Box, Top Section, Undistributed	13	EA	\$341.00	\$4,433.00	-	13.00	\$4,433.00	13.00	\$4,433.00
39		8- Inch C900 PVC Watermain	1,405	LF	\$113.40	\$159,327.00	1,405.00		\$0.00	1405.00	\$159,327.00
40		6- Inch DI Watermain	60	LF	\$130.20	\$7,812.00	60.00		\$0.00	60.00	\$7,812.00
41		8- Inch Gate Valve and Box	4	EA	\$3,060.00	\$12,240.00	4.00		\$0.00	4.00	\$12,240.00
42		6- Inch Gate Valve and Box	4	EA	\$2,241.00	\$8,964.00	4.00		\$0.00	4.00	\$8,964.00
43		Complete Hydrant Assembly	4	EA	\$9,550.00	\$38,200.00	4.00		\$0.00	4.00	\$38,200.00
44		8- Inch x 6- Inch DI Tee	4	EA	\$855.00	\$3,420.00	4.00		\$0.00	4.00	\$3,420.00
45		8- Inch DI Bend, 11.25 Degree	3	EA	\$642.00	\$1,926.00	3.00	0.00	\$0.00	3.00	\$1,926.00
46		8- Inch D.I. Bend, 22.5 Degree	1	EA	\$666.00	\$666.00	1.00		\$0.00	1.00	\$666.00
47		8- Inch D.I. Bend, 45 Degree	4	EA	\$666.00	\$2,664.00	4.00		\$0.00	4.00	\$2,664.00
48		8- Inch D.I. Cap	1	EA	\$490.00	\$490.00	1.00		\$0.00	1.00	\$490.00
48.1		1- Inch Polyethylene Water Service and Connection	840	LF	\$84.00	\$70,560.00	840.00	0.00	\$0.00	840.00	\$70,560.00
49		1- Inch Curb Stop and Box	30	EA	\$468.00	\$14,040.00	30.00	0.00	\$0.00	30.00	\$14,040.00
50		1- Inch Water Service Tap with Corporation	30	EA	\$1,325.00	\$39,750.00	30.00	0.00	\$0.00	30.00	\$39,750.00
51		Connect to Existing Watermain	1	EA	\$4,147.00	\$4,147.00	1.00		\$0.00	1.00	\$4,147.00
52		Abandon Existing Watermain Facilities	1	LS	\$6,285.00	\$6,285.00	1.00	0.00	\$0.00	1.00	\$6,285.00
53		Insulation, Rigid, 2- Inch Thick	64	SF	\$4.46	\$285.44	-		\$0.00		\$0.00
Contract Totals									\$209,008.94		\$905,474.36

CHANGEORDERS

1		Bio rolls/straw wattles (Change Order #1)	350	LF	\$9.80	\$ 3,430.00	250.00		\$0.00	250	\$2,450.00
2		Utility Line Opening (Change Order #1)	2	EA	\$700.00	\$ 1,400.00	1.00		\$0.00	1	\$700.00
3						\$ -			\$0.00		\$0.00
4						\$ -			\$0.00		\$0.00
5						\$ -			\$0.00		\$0.00
6						\$ -			\$0.00		\$0.00
7						\$ -			\$0.00		\$0.00
8						\$ -			\$0.00		\$0.00
9						\$ -			\$0.00		\$0.00
10						\$ -			\$0.00		\$0.00
Change Order Totals									\$0.00		\$3,150.00
TOTALS									\$209,008.94		\$908,624.36



Tabloid (ANSI B) Landscape

WALWORTH COUNTY, WISCONSIN

01202404807209601,200

Feet

1 inch = 500 feet

Geographic North

Grid North

WALWORTH COUNTY

Est. 1839

WISCONSIN

Author:

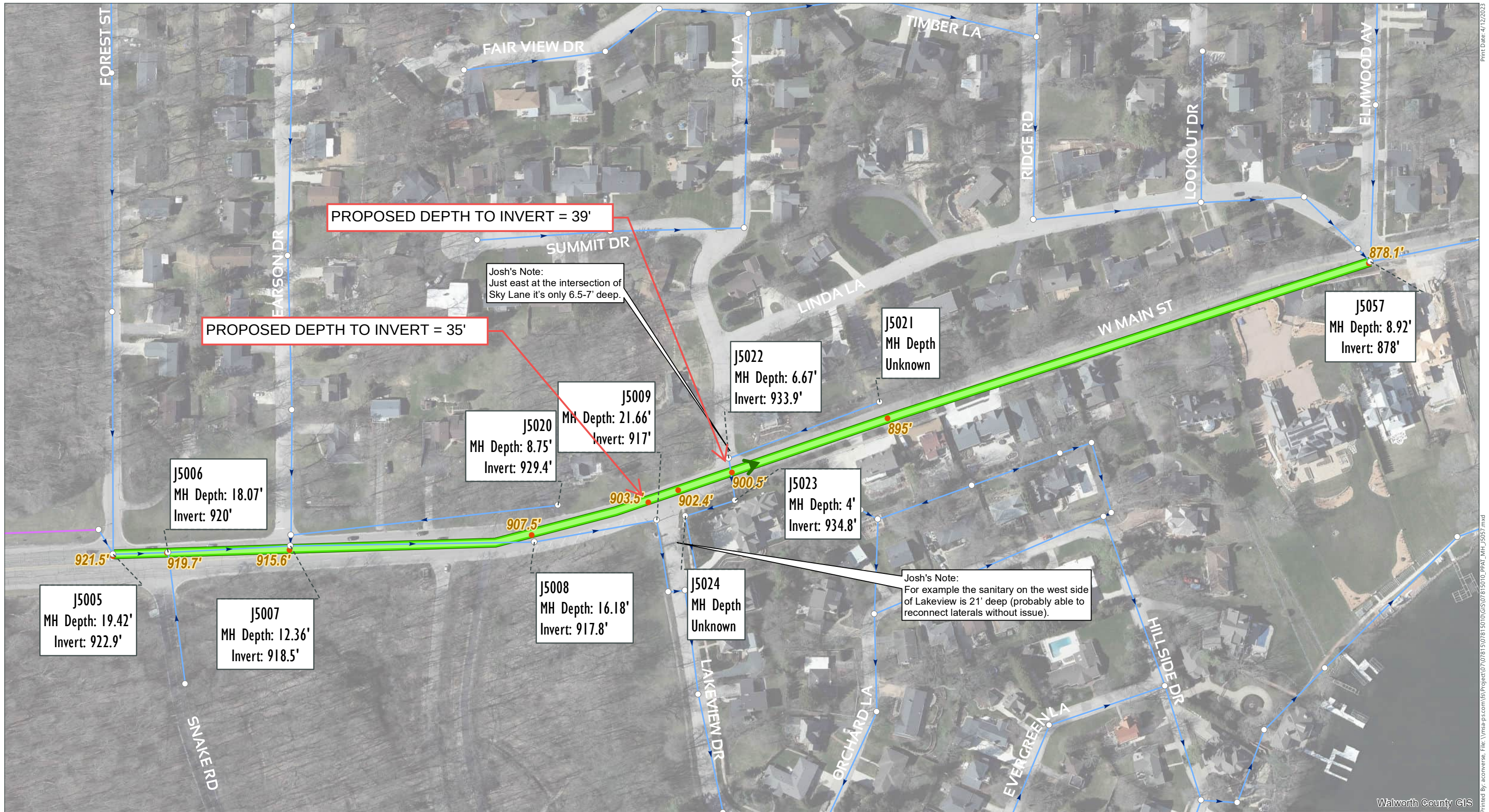
Map Produced on: 6/15/2023

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 SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESS OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

Page 196 of 260



- Force Main
- Gravity Main
- Manhole
- Proposed Sanitary Main (2% Slope Main, 0.4% Laterals)
- Pipe Elevation near MH

Preliminary



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

CITY OF LAKE GENEVA TREE BOARD
TUESDAY, JULY 18, 2023 - 4:00 PM
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)

Members:

Candy Kirchberg, Sonya Dailey, Clara Jacobs, Susan Cardiff, Mayor Charlene Klein, and Alderperson Peg Esposito

AGENDA

1. Call to Order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Discussion/Recommendation regarding recent vandalism to Downtown trees; including cost of replacement and possible restitution for damage
5. Discussion/Recommendation regarding the Parks Manager position
6. **Adjournment**

*This is a meeting of the Tree Board.
No official City Council action will be taken; however, a quorum of the Council may be present.*



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

POLICE AND FIRE COMMISSION MEETING

THURSDAY JULY 6, 2023– 6:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Commission Members Commissioners: Spyro Condos, Chuck Saul, Jay Fairbanks, Len Jegerski, and Tom Clausen
Police and Fire Liaison Joan Yunker, Town of Geneva Fire Liaison Larry Kulik

AGENDA

1. Call meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes
5. Acknowledge Correspondence
6. City Council Report
7. Approval of the Regular Meeting Minutes of June 8, 2023
8. Discussion/Action – 2024 Budget Timeline
9. Fire Department business
 - a. Discussion/Action - Approval of bills for the month of June 2023, operating in the amount of \$219,339.14, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$2,279.13, for a total of \$221,618.27
 - b. Discussion – EMS Medical Billing/Stark Medical Billing
 - c. Discussion – Monthly Chief’s Update and Fire Department Report Overview
 - d. Discussion/Action – Disposal of obsolete equipment
 - SCBA equipment
 - Turn Out Gear
 - e. Discussion/Action – Accept letter of resignation from Firefighter/EMT Jacob Young
 - f. Discussion - Thank you notes
 - Rick Herwald
 - g. Discussion/Action - Items to be forwarded to City Council
10. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of June 2023, operating in the amount of \$375,722.76, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$27,723.90, for a total of \$403,446.66

b. Discussion/Action – Accept letter of resignation of Full Time Telecommunicator Rebecca Kostman effective June 27, 2023, and accept Change of Status to Part Time Telecommunicator.

c. Discussion/Action - Accept letter of retirement of Patrol Lieutenant Bridgett Way

d. Discussion/Action - Approval to establish Patrol Lieutenant Promotion eligibility list for potential future vacancy

e. Discussion/Action – Lexipol Policy Update

- 602 – Sexual Assault Investigations

f. Chief's Report (briefing only – no action will be taken)

g. Discussion - Top Five Monthly Incidents

h. Discussion – Monthly activity reports -

2023 Dispatch activity for June 2023:	Telephone calls – 2,961	911 calls - 375	Window assists – 871
2022 Dispatch activity for June 2022:	Telephone calls – 3,080	911 calls - 280	Window assists – 825

2023 Patrol activity for June 2023:	Calls for Service – 2,334	Arrests - 250
2022 Patrol activity for June 2022:	Calls for Service - 2,126	Arrests - 206

i. Discussion/Action – Items to be forwarded to City Council

11. Motion to go into closed session under Wisconsin State Statute 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 and 19.85(1)(f), considering financial, medical, social or personal histories, or disciplinary data of specific persons, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to: Specifically Police Department Personnel.

12.. Motion to return to open session per Wisconsin State Statute 19.85(2) and take action on any items discussed in closed session.

13. Adjourn

A quorum of the City Council may be present to gather information; however, no formal Council action will be taken.
cc: Commission Members, Mayor, Council, Administrator, Attorney



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

CITY OF LAKE GENEVA PLAN COMMISSION

MONDAY, JULY 17, 2023 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

Members:

Mayor Charlene Klein, Alderperson Joan Yunker, Commissioners: John Gibbs, Joel Hoiland, Cindy Forster Fueredi, James Marquardt, and Kyle Cary

CITY HALL WILL BE OPEN TO THE PUBLIC DURING ALL MEETINGS. THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:

1. Links to the City of Lake Geneva's live video stream can be found at <https://cityoflakegeneva.gov/319/City-Meetings-Video-Stream>

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. Meeting called to order by Charlene Klein.
2. Roll Call.
3. Approve Minutes of the April 17, 2023 & June 19, 2023 Plan Commission meeting as distributed.
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to five (5) minutes.
5. Acknowledgment of Correspondence.
6. Downtown Design Review:
 - a. Application by Bronson Trebbi 4350 Glendale Milford Ave. Cincinnati OH (Anthony Silvestri), for a request of an application for Downtown Design Review for a proposed exterior building change request for 104 Broad St. - Tax Key No. ZOP00253
7. Public Hearing and Recommendation for a General Development Plan (GDP), applicant Lakeside Living LLC., to allow for the construction of (4) duplex units on each of the (2) tax parcels in the Planned Development (PD) zoning district located at 1120 S. Lake Shore Dr. Units 1 – 4 & Units 28 – 31, Tax Key Nos. ZCNS00001 – ZCNS00004 & ZCNS00028 – ZCNS00031
8. Public Hearing and Recommendation for a Precise Implementation Plan (PIP), applicant Lakeside Living LLC., to allow for the construction of (4) duplex units on each of the (2) tax parcels in the Planned Development (PD) zoning district located at 1120 S. Lake Shore Dr. Units 1 – 4 & Units

28 – 31, Tax Key Nos. ZCNS00001 – ZCNS00004 & ZCNS00028 – ZCNS00031

9. Public Hearing and Recommendation for a Conditional Use Permit (CUP) request for an In-vehicle Sales or Service land use for the property located at 567 Broad St., applicant representative Jason Lohman for a proposed new construction of a 10,750 square foot building in the Central Business (CB) zoning district. Tax Key No. ZFI00001.
10. Review and Recommendation of a Conceptual Review (Step 2) of a Planned Development for Basso Builders, 405 Skyline Dr. Lake Geneva for a possible request to construct 8 duplex homes with a total of 16 units on Wells St. The current property is located within the Town of Bloomfield. Tax Key No. MA56400002.
11. Discuss request for an Amendment to the Comprehensive Plan from Wisconsin Power and Light Company to relocate the energy substation.
12. Consider a resolution to recommend adoption of a public participation plan for the annual Comprehensive Plan amendment process.
13. Adjournment.

QUORUM OF CITY COUNCIL MEMBERS MAY BE PRESENT

Requests from persons with disabilities, who need assistance in order to participate in this meeting, should be made to the City Clerk's office, in order for appropriate Accommodations.

CITY OF LAKE GENEVA PLAN COMMISSION MINUTES
MONDAY, APRIL 17, 2023 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Members: Mayor Klein, Alderperson Fesenmaier, Commissioners: John Gibbs, Joel Hoiland, Cindy Forster Fueredi, James Marquardt, and Kyle Cary

Meeting called to order by Charlene Klein.
The meeting was called to order by Mayor Klein at 6pm.

Roll Call
Present: Klein, Fesenmaier, Hoiland, Marquardt, Cary
Absent: Gibbs and Feuredi

Approve Minutes of the March 20, 2023 Plan Commission meeting as distributed
Motion by Hoiland to approve the minutes, second by Cary.
No discussion. Motion carried 5-0

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to five (5) minutes.

Diane Grenus - Secretary for Never Say Never Playland read a letter and voiced support for the Never Say Never Playland ground, relative to Item #7.

Joseph Vela - 325 Bowing Way, Lake Geneva - Voiced concerns relative to the quality of home at Symphony Bay, Item #7.

Stephanie Klett - 527 Center St, Lake Geneva - Support for Item #7.

Bill Meyerhofer - N2394 North Rd, Lake Geneva - Voiced concerns relative to Item #7.

Judy Deera - 414 Gallant Dr - Voiced concerns relative to the quality of home at Symphony Bay, Item #7.

Acknowledgment of Correspondence
There was none.

Downtown Design Review:

Application by Letitia Bennett d.b.a. Venture Investment Partners N3102 Grandview Dr. Lake Geneva for a request of an application for Downtown Design Review of an exterior sign request for 717 W. Main St. Tax Key No. ZOP00278

Administrator Walling - Request has been reviewed and meets ordinance requirements.

Motion by Mayor Klein to approve, second by Cary. No discussion. Motion carried.

Proposed Conceptual Plan for Symphony Bay Phase 8. Applicant Fairwyn SB, Inc. 875 Townline Rd. Suite 103 Lake Geneva the request for review of a step 1 of the Planned Development request for the proposed 70-acre development currently located in the Town of Bloomfield Tax Key No. MB500003

Rick Zirk presented the Symphony Bay Phase 8 application, project narrative, project slides and a list of zoning flexibilities included on pages 11-18 of the packet. Zirk addressed concerns raised by the public during Public Comment.

Fesenmaier - Clarifications

Public Hearing and Recommendation for a Conditional Use Permit request by Robin Kokodynski, 1591 Orchard Ln., to allow for the installation of exterior renovations which is located in the Estate Residential – 1 (ER-1) zoning district, Tax Key No. ZA455800001

Farris Hansen, representative, detailed the specifics of the project and answered commission member's questions.
No public comment.

Motion by Mayor Klein to close the public hearing, second by Hoiland. Motion carried. 5-0

Motion by Hoiland to approve, second by Cary. Motion carried. 5-0

Public Hearing and Recommendation for a Conditional Use Permit request by Gregory Anagnos N1567 Clover Rd. Lake Geneva to allow the installation of an extension that would allow exterior food sales at 272 Broad St. Unit A for an Outdoor Commercial Entertainment land use, which is in the Central Business (CB) zoning district, Tax Key No. ZOP00244

Administrator Walling detailed the specifics of the project and answered the commission member's questions.

Motion by Mayor Klein to close the public hearing, second by Fesenmaier. No discussion. Motion carried. 5-0

Motion to approve by Hoiland, second by Fesenmaier. No discussion. Motion carried. 5-0

Public Hearing and Recommendation for a Conditional Use Permit request from Kurt Jennison N3382 County Rd. H to allow for an Indoor Commercial Entertainment land use (Pool Hall) in the Central Business (CB) zoning district at 772 W. Main St. Suite 01 Tax Key No. ZOP00321

Jennison detailed the specifics of the project and answered the commission member's questions.

Motion by Mayor Klein to close the public hearing, second by Cary. No discussion. Motion carried. 5-0

Motion to approve the limited Conditional Use Permit by Hoiland, second by Cary. No discussion. Motion carried. 5-0

Staff update items

Administrator Walling - Requesting input from commission members on items relating to Building & Zoning and Plan Commission review items. Explained some requests previously sent were not applicable to the Plan Commission and were forwarded to the appropriate committees.

Working on getting sign ordinances enacted for the City.

Adjournment

Motion by Hoiland to adjourn, second by Cary. Motion carried 5-0. The meeting adjourned at 7:51 p.m.

CITY OF LAKE GENEVA PLAN COMMISSION MINUTES
MONDAY, JUNE 19, 2023 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Members: Mayor Charlene Klein, Alderperson Joan Yunker, Commissioners: John Gibbs, Joel Hoiland, Cindy Forster Fueredi, James Marquardt, and Kyle Cary

Meeting called to order by Charlene Klein
Mayor Klein called the meeting to order at 6:00 p.m.

Roll Call
Present: Klein, Fesenmaier, Hoiland, Marquardt, Cary, Feuredi
Absent: Gibbs

Approve Minutes of the May 17, 2023 Plan Commission meeting as distributed

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to five (5) minutes
Anthony Silvestri, 642 W Main St, Lake Geneva - Voiced support for Item # 6c.

Frank Guske, 192 E Main St, Lake Geneva - Voiced concerns relative to Item #13a.

Cynthia Ovalle, 820 Willaims St, Lake Geneva - Voiced support for Item #10.

Acknowledgment of Correspondence
There was no coorespondence.

Downtown Design Review:

Application by Trae Torhorst PO Box 1300, Lake Geneva, for a request for an application for Downtown Design Review of an exterior sign request for 239 Cook St. - Tax Key No. ZOP00253
Torhorst presented the application for an exterior sign, included on pages 4-6 of the packet.
Motion by Hoiland to approve, second by Yunker. No discussion. Motion carried. 6-0

Application by Madelyn Kelly, 6807 State Rd. 36, Lake Geneva for a request of an application for Downtown Design Review of an exterior sign request for 253 Center St. Unit 900 - Tax Key No. ZOP00282
Details of the application are on pages 7-9 of the packet.
Motion to approve by Hoiland, second by Cary. No discussion. Motion carried. 6-0

Application by Anthony Silvestri for a request of an application for Downtown Design Review of an exterior cooler installation request for the property located at 642 W. Main St. - Tax Key No. ZOP00305
Silvestri presented the application and details of the request.
Motion to approve by Hoiland, second by Yunker. Motion carried. 6-0

Public Hearing and Recommendation for a General Development Plan (GDP), applicant Lakeside Living LLC., to allow for the construction of (4) duplex units on each of the()2 tax parcels in the Planned Development (PD) zoning district located at 1120 S. Lake Shore Dr. Units 1 – 4 & Units 28 – 31, Tax Key Nos. ZCNS00001 – ZCNS00004 & ZCNS00028 – ZCNS00031
Removed from the agenda.

Public Hearing and Recommendation for a Precise Implementation Plan (PIP), applicant Lakeside Living LLC., to allow for the construction of (4) duplex units on each of the(2) tax parcels in the Planned Development (PD) zoning district located at 1120 S. Lake Shore Dr. Units 1 – 4 & Units 28 – 31, Tax Key Nos. ZCNS00001 –

ZCNS00004 & ZCNS00028 – ZCNS00031

Removed from the agenda.

Public Hearing and Recommendation for a General Development Plan (GDP) for 630 Veterans Pkwy, applicant Paul Lauterbach, 914 Bennet Ct, Walworth WI for a proposed 16,000 square foot pickleball building in the Planned Business Park (PBP) zoning district. Tax Key Nos. ZLGBP200029 – 33

Gary Tree, representative, presented the pickleball building application details and answered commission member's and city planner's questions.

Motion by Mayor Klein to close public hearing, second by Hoiland. No discussion. Motion carried. 6-0

Motion by Hoiland to approve, second by Yunker. No discussion. Motion carried. 6-0

Public Hearing and Recommendation for a Zoning Map Amendment for 820 – 822 Williams St., applicant Carmelo Alfano d.b.a. Signature Investments, LLC. 4793 E. Clayton Rd. Fitchburg WI, for a request to change the zoning from e General Business (GB) to Central Business (CB), Tax Key No. ZA269400002

Alfano detailed the specifics of the project and answered commission member's questions.

Attorney Rasmussen addressed the Staff Report on pages 113-116 in the packet and answered commission member's questions.

City Planner Mich addressed the Staff Report on pages 113-116 in the packet, outlined the issues at hand and answered commission member's questions.

Public Comment: Paul Stoeck, 922 Henry St - Voiced concern about delivery trucks for the establishment.

Motion by Mayor Klein to close public hearing, second by Hoiland. No discussion. Motion carried. 6-0

Motion by Hoiland to approve, second by Cary. Motion carried. 6-0

Public Hearing and Recommendation for a Conditional Use Permit (CUP) for 1580 Orchard Ln. to install a deck to the rear of the property located in the Estate Residential – 1 (ER-1) zoning district Tax Key No. ZLM00057

Sam Carden, contractor for 1580 Orchard Lane - Detailed the specifics of the project and answered commission member's questions.

Motion by Mayor Klein to close public hearing, second by Hoiland. No discussion. Motion carried. 6-0

Motion by Hoiland to approve, second by Yunker. No discussion. Motion carried. 6-0

Consider a resolution to recommend adoption of a public participation plan for the annual Comprehensive Plan amendment process

City Planner Mich provided an overview and answered commission member's questions.

Motion by Hoiland to approve, second by Yunker. No discussion. Motion carried. 6-0

Plan Commission Comprehensive Plan Item Update for 2023

Gateway Discussion for 2024 Budget

City Planner Mich provided an overview of the status report and answered commission member's questions.

Administrator Walling provides details, confirms the 2023 budget has been exhausted and answered commission member's questions.

Comprehensive Plan Schedule 2023

City Planner Mich provided an overview of the status report and answered commission member's questions.

Administrator Walling provides details, confirms the 2023 budget has been exhausted and answered commission member's questions.

Comprehensive Plan Implementation Update

City Planner Mich provided an overview of the status report and answered commission member's questions.

Administrator Walling provides details, confirms the 2023 budget has been exhausted and answered commission member's questions.

Building and Zoning Department Report

Administrator Walling presented the Building & Zoning Report - Page 159 in the packet.

Adjournment

Motion by Mayor Klein to adjourn, second by Hoiland. Motion carried 6-0. The meeting adjourned at 7:14 p.m



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

CITY OF LAKE GENEVA ~~AMENDED~~ BOARD OF PARK COMMISSIONERS

TUESDAY, JULY 18, 2023 - 6:30 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Committee Members: Cindy Forster Feuredi, Brian Olsen, David Quickel, Barbara Philipps, Peggy Schneider, Ann Esarco, Denise Wendell, Alderperson Cindy Yager and Mayor Charlene Klein

AGENDA

1. Call to order – Cindy Feuredi
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
4. Approval of the June 20, 2023 Board of Park Commissioners meeting as prepared and distributed
5. Discussion/Recommendation regarding Scouts Bee Project at 4 Seasons Nature Preserve
6. Discussion/Recommendation regarding "Dragon Days" Festival
7. Discussion/Recommendation regarding Gygax Memorial Statue
8. Discussion/Recommendation regarding Gygax Memorial Area
9. Discussion/Recommendation regarding Department of Public Works Operation Updates
10. Discussion/Recommendation regarding the Parks Manager Position
11. ~~Discussion/Recommendation regarding Department of Public Works Wishlist~~
12. ~~Discussion/Recommendation regarding Parks Impact Fee Wishlist~~
13. Next Meeting Date & Time
14. Adjournment

Park Board Minutes Tuesday June 20, 2023

Committee Members: Cindy Feuredi, Brian Olsen, David Quickel, Barbara Philipps, Peggy Schneider, Ann Esarco, Denise Wendell, Alderperson Linda Frame and Mayor Charlene Klein

City of Lake Geneva Park Board of Park Commissioner met on Tuesday, June 20, 2023 at 6:30 Pm at Lake Geneva City Hall Council Chambers (Main Level)

President Cindy Feuredi called meeting to order. Roll call was made by Barbara Philipps, Secretary. All were present except for Brian Olsen and Ann Esarco.

Comments from the public:

Peg Esposito of 124 Darwin Street in Lake Geneva requested that the Tree Board doesn't have to report to the Park Board and Tom Laskowski of 628 Dodge Street 7 spoke.

There was approval of April 18, 2023 Board of Park Commissioners meeting minutes as prepared and distributed.

There was a report from Public Works.

Mayor Charlene Klein discussed Municipal Code Revisions. There was a discussion regarding Never Say Never Inclusive Playground Information.

There was discussion regarding establishing a Monarch Butterfly Garden. Rotary Club and Library are on board.

The discussion about Finley's Dog Swimming area brick was moved to continue.

The length of the YMCA contract has been extended for 2 years

Other items that were voted to continue were the Dragon Days Festival, Gyax Memorial, Gyax Memorial designated area and Park Rental Fees Review

Next meeting will be July 18, 2023 at 6:30 PM

Meeting was adjourned at 7:30 PM

Rotary Club of Lake Geneva

Monarch Habitat Butterfly Garden

The Lake Geneva Rotary Club is proposing to create (and maintain) a Monarch Habitat Garden in an effort to participate in the many initiatives to "save our monarchs". The project would be funded with a grant from Rotary District 6270 and matching funds from a community organization. We are committed to this project as a way to meet one of Rotary International's areas of service, **protecting the environment**, and also as an educational initiative for our community. Some components, in addition to appropriate plantings to attract and nurture Monarchs and other butterflies, include an educational sign like the Purple Martin signs placed along the lake path, and an adjacent small Children's Garden that the Youth Librarian will use, and maintain, for programs.

We are hoping to place this Garden behind the Library, on the west side of the building. There's a small area (about 10 x 10) that would be perfect and not create a disruption for mowing. As was mentioned, this would be a "hands on" Rotary project including the development and maintenance of the Garden.

We will be working with other agencies to "get it right": Geneva Lake Conservancy, U of W Extension Service, Northwind Perennial Farm, and of course the Lake Geneva Public Library and Public Works Department.

We hope that the Park Board will be supportive of this project and encourage us to move forward.

Jill Rodriguez, Project Coordinator jillrod426@gmail.com

Jane Ipsen, Rotary President jsipsen@comcast.net





To: Park Board Committee
From: Neil Waswo, Superintendent, Public Works
RE: July 2023 Report

OPERATIONS UPDATE

PARK OPERATIONS

- DPW hired a new crew member, Gera Mendoza back in April. Gera holds a Class A CDL, Pesticide Applicators License and is currently working on his Arborist certification. Gera previously worked on the Forestry Crew for the City of Waukesha. He is a welcome addition to the Forestry Crew.
- The Four Seasons building rehab has been completed.
- The Park signs purchased and will be installed in Flat Iron & Four Seasons
- The Fermano Park sign which was vandalized was put back up by DPW crew and painted.
- Staff readied equipment for summer. The refuse (garbage) trucks have been serviced, the pick-up tines, drive chains and sprockets have been replaced on the beach groomer. Hydraulic leaks have been repaired on the beach tractor. Leaf wagons were serviced.
- The main hinge on the woodchipper was repaired.
- Two flagpoles in Veteran's Park were damaged during the ice storm. The City Clerk processed the insurance claim.
- There were 7 shelter reservations.
- There were also 3 larger events. Cheer Camp in Flat Iron, The Wine Walk on the Sheridan Springs bike path, and Concert in the Park in Flat Iron.
- Crews have been painting benches and the shelter at Cobb Park.
- Crews finished the split rail fence and sign board along with installing the new sign at Four Seasons Park.

VETERAN'S PARK

- The Special Olympic group has been gathering at Dunn Field on Monday afternoons.
- Grass cutting has slowed down because of the drought so the crews are switching to maintenance report of equipment.
- Installed four new tires on the Toro Mower.
- Updating and modifying 3 point sprayer.
- Spraying fence lines and warning tracks.
- Replacing soffit lights on buildings with LED kits.
- Repaired the basketball court light system.
- Repaired and updated the Lion's Den drinking fountains.
- Cleaning and rearranging maintenance shop.
- Trimming trees as time allows.
- Plumbing repairs in Lion's Den building.
- Cleaning up after weekend baseball tournaments.
- Cleaning up after YMCA events all week.

SNAPSHOT OF DEVELOPING A PARKS DEPARTMENT

3 possible plan scenarios:

1. Hire a Parks Manager and immediately institute a new parks division within DPW which would split the department. This would immediately create a staffing and equipment issue because of shortages in both departments. Three forestry staff positions would be filled over a 7-year period ending in 2030 this would limit the forestry department ability to focus on trees because the duties of a parks department include numerous duties which are not forestry related. The cost estimates of this plan run could run as high as 658,000.00 \$
2. Repurpose the Park Manager funds for hiring another forestry position staff member in 2023, 2024 and again in 2025. Shared duties and responsibilities with the entire DPW department would remain status quo. This plan does not address having someone oversee Parks/Recreation which could help supply one of the missing support pieces for city committees (Parks, Tree, Avian, Cemetery). The cost of this plan could run as high as 360,000.00\$ by 2025.
3. Hire a Parks Manager in 2023 who works under DPW addressing the missing support needed addressed in scenario #2. Hire a DPW/Forestry operator in 2024 to assist both parks and streets. Gradually transition over the next 7 years creating a Parks department which would include forestry focusing solely on Parks & Forestry. Responsibilities and manpower from current staff would be divided into the separate departments over that time period.

Impact Fee Wish List, July 2021 DPW (DRAFT)

Increase size of salt shed due to more road miles

Increase budget for road repairs

Addition to east end of main shop to house needed equipment and trucks for additional work due to developments

Update Vet's Park infrastructure due to increased usage. (Fencing, playground equipment, facilities...)

Traffic signal, Townline and Edwards.

Traffic signal, CTH H (George St) and Williams. Intersection reconfigure.

Future traffic signal at Main and Curtis.

Future traffic signal at Broad and Geneva to include pedestrian xwalk signals.

Future traffic signal at Geneva and Center to include pedestrian xwalk signals

Future traffic signal at Williams and Grant.

Future traffic signal Center and Int North (WalCo?)

Storm water infrastructure updates .

Bloomfield Rd improvements, (storm sewer, curb and gutter, road surface...) possible annexation due to increased traffic.

Brush/compost area improvements at 1070 Carey due to substantial increase in usage. (gate, cameras, bins...)

Brush/compost area improvements at 4 Seasons due to substantial increase in usage. (gate, cameras, fencing, shop/garage update, etc.)

Sturwood area Tot Lot improvements due to increased use.

Rushwood Park improvements due to increased use.

Purchase 1154 Elkhorn Rd, dpw expansion

Purchase of 1336 Elkhorn Rd property for DPW expansion

Purchase of 1340 Elkhorn Rd for DPW expansion

Purchase of 1342 Elkhorn Rd for DPW expansion

Purchase of 1350 Elkhorn Rd for DPW expansion

Purchase of N3103 CTH H for DPW expansion.(Annex?)

Purchase of N3113 CTH-H for DPW expansion (Annex?)

Purchase of N3117 CTH-H for DPW expansion. (Annex?)

Purchase of 135 Main St for Parking building/shop and Tourist info center , community center, and etc.

Purchase of parcel ZYUP 00044B for DPW expansion

Relocation of City boat launch due to increased traffic

Expansion of Main St between Edwards Blvd and Curtis St to 4 lanes

Lighting updates, Main and Edwards.

S Edwards street lighting between Main and Townline and future Townline to Bloomfield.

Purchase of ZA 400001 thru 400004 for Oak Hill Cemetery expansion

Purchase of east section of ZA 93000002 for Oak Hill expansion.

Purchase of east section of ZA 3400003 for Oak Hill expansion.

Purchase of east section of ZYUP 00040B for Oak Hill expansion.

Purchase of east section of ZYUP 00040A for Oak Hill expansion.

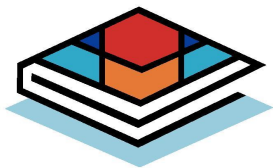
Purchase of south east section of : ZA236900002 for Oak Hill expansion.

Purchase partial lot, south area of JA492000004 for Oak Hill expansion.

DPW wish list, general

ITEM	Priority 1-5
OH doors, 1065	3
OH doors, 1055	3
Auto 15-40 oil pump	
Heat tubes. 1055	1
Replace lighting, 1070	3
Replace lighting, 1065	2
Office remodel, 1065	1
Air compressor, 1055	2
Loading dock ramp. 1065	2
Loading dock door. 1065	3
Exhaust fan, paint booth 1070	1
Drill press. 1055	1
Bathrooms repaired, 1070	5
Fuel pump replacement	1
Fuel pumps decking and ladder	1
Canopy, fuel pumps	2
Shore line at lookout, Donian	3
Bottle fillers for all parks/open areas	2
Screen deck for compost	4
Hot patcher	3
Dedicated area for pesticides	1
Shop service doors	2
Auto gate at 4 seasons	3

Manning Way bike trail bridge	2
Pickleball striping	2
Playground equipment updates, various parks	1
Exterior door key fobs.	2
Bandwidth	1
Computer system backup	2
New Columbarium, Oak Hill	2
Road repair/additions, Oak Hill	2
Auto gate at maintenance buildings, Oak Hill	3
Drainage issues, Oak Hill	2
Sewer/water, Oak Hill	3
Pontem software, Oak Hill	
Mower deck for Ventrac.	1
Pavilion, Vets park	2 (In CIP, 2026)
Brine bulk tank	1
Electrical locator	1
Brunk Pavillion painting	2
Ponds and waterfalls replacement.	3
Curtis Cab, Vets Park Kubota Tractor	1
Line painter in 2026 ERF need to move up	1
Break room enlargement	2
Banner poles	2
Plaza toad stool lights, Riv.	1
Flower bed, Wrigley Dr next to beach.	1
Maintenance budget increase for landscaping	1



LAKE GENEVA PUBLIC LIBRARY

Director & Staff Report for June 2023

1. Usage

- a. YTD Programming as of 6/30/2023
 - i. 99 adult programs, 1,250 attendees
 - ii. 143 youth programs, 5,521 attendees
 - iii. 25 all ages programs, 543 attendees
- b. 2023 June circulation = 12,176 (highest June number since 2018)
 - i. 2021 June circulation = 11,329
 - ii. 2022 June circulation = 11,993
- c. Study room reservations: 204. Notary services: 15 documents notarized, 23 Museum Adventure passes issued
- d. Door count at 10,088 visits in June
- e. Website and Google stats for June:
 - i. Website: 5.3K website visits (+26%), 2.9K unique visitors (-18%), 9.2K page views (+27%)
 - ii. Google.com: 145 calls placed to library, 709 asked for directions via Google Maps (+33%), 1,147 website visits from Google profile (+48%), 2,265 profile views (+11%), 1,441 searches for LGPL (+13%)

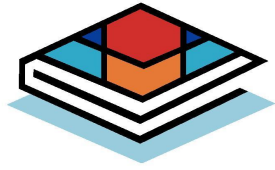
2. Director's report

The library has been seeing very high foot traffic. There is a lot of usage of the lakeside seating areas and a lot of folks staying longer, "camping" and eating in that area with an associated increase in garbage and need for cleaning throughout the day. Sanitary supplies in the women's restrooms continue to be used and containers keep disappearing, so a wall dispenser like other public libraries have would be useful here (we asked for funding from the Foundation, but the request was denied). Saturdays are typically regular patron traffic early in the morning and then visitors the rest of the day.

West end lighting improvements have been well-received, thanks especially to Keith Gerlach for the art rail installations and lighting adjustments.

The LGPL is represented in the statewide "Library Buildings & Spaces" project that was shared out by DPI; I presented on our renovation with the Carnegie-Schadde Memorial Library and an architect from LaCrosse: <https://youtu.be/zXlkAnzPZTM>

2024 Budget: We won't have a lot of room for flexibility / reductions here without reducing services. Our budget falls into the following categories: staffing (wages/benefits), building costs (maintenance, cleaning, utilities, repairs, technology, admin and office supplies), collections and programming (materials purchasing, library system membership including



LAKE GENEVA PUBLIC LIBRARY

shared catalog and 5 day/week transit between libraries, processing and circulation supplies, postage for inter-library loan). Programming librarians have asked for more funds for programs, so we'll put together a proposal for the Friends to fund anything beyond what's already covered in the operating budget and current Friends budget.

Action items:

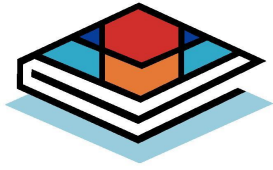
- Move public closure day from October 20 to September 29
- Does the board want to ask the Friends to fund the incoming book bike and/or some funds for new books/additional copies for the book bike's circulating materials?
- HVAC maintenance contract renewal

3. Staff Reports

- a. Youth Services (Wendy Finley): "The month of June has been exciting! School got out and we started our summer programming. I had a total of 958 patrons in the month of June! 406 kids personally signed up for the summer reading program with a total of 938 hrs. read so far. We consistently get high numbers for storytime at the market and our summer programs."



Tost family performing in the Badger Music Series



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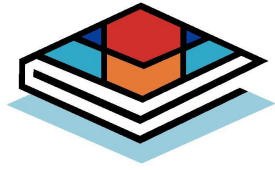
- b. Community Engagement (Ellen Ward-Packard): "In the month of June we had 18 adult programs with 318 attendees, and 5 all-ages programs with 138 attendees. We had two new programs, a plant exchange and a jam-making workshop. Both were very well received. I have another plant exchange scheduled for August and am working with Lisa Faber to have a holiday jam-making workshop. Tai Chi has been really popular again this summer, and my dad will be doing an encore series of three final classes in August. I also started a new evening book club this month; the first one had five attendees, which is a little sparse, but two of them were from an age demographic I almost never see at programs (Millennials+Gen Z), so we've apparently finally figured out how to get the youths.

The seed library has slowed down since the spring; I restocked 60 packets, but they haven't been moving very much.

Looking towards July/August, we have several music performances scheduled, a visit from Mr. Lincoln, a lecture from the director of the UW Urban Canid project, a presentation on Frank Lloyd Wright in Wisconsin, and a three-part series on dementia with the ADRC's dementia specialist (plus all the usual stuff.)

I am taking a course in information policy right now, so if anyone wants to talk about my newfound passion for COPYRIGHT LAW, let me know!"

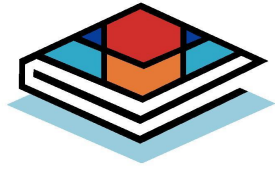




LAKE GENEVA PUBLIC LIBRARY

- c. Facility & Technology (Keith Gerlach): "For the month of June, I had 5 Book-a-Librarian sessions and 15 different notary ceremonies. Vendors installed new lighting in adult fiction for the shelving and art. As a part of that process I removed, modified, and reinstalled our art hangers in that space. Vendors also began re-programming our HVAC and had the outside air intake scheduled to turn off when temperatures are either too high or too low -- mitigating future potential furnace freezes - this is in progress and we'll confirm completion with Selzer Ornst. Signage indicating hours, directions, and emergency exits were installed."

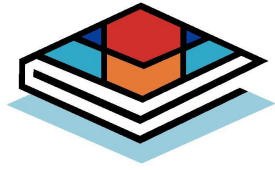




LAKE GENEVA PUBLIC LIBRARY

- d. Technical Services (Pam Kingwill): "In the month of June, I added a total of 422 items to the catalog of which 377 are adult items and 45 are juvenile/young adults. We have added many new things to our adult Library of Things! 2- CD/DVD Lens Cleaners, External CD/DVD Drive, 8- additional Metal Detectors, and 20 additional canvas book bags. We've added an additional Book Club in a Bag to our collection, now totaling 34 book club kits. The Book Club in a Bag has 8-10 books and discussion questions for groups wishing to have their own book club. These kits checkout for 42 days."





LAKE GENEVA PUBLIC LIBRARY

- e. Circulation (Kay Stang): "Notary services are also in frequent use and appreciated; since we don't charge, I have been suggesting a Friends contribution to anyone who asks to the inside book sale donation box. One of my goals is to provide the best possible customer service. I am continuing with staff coaching to improve where needed. Outreach services are another goal; the incoming book bike will provide some opportunities for us, and strategic planning may provide an opportunity to gather data on whether patrons would like a homebound delivery service. June circulation was the highest for the month since June of 2018; I'm very pleased with the library staff as they do not hesitate to be flexible with their schedules when necessary and go the extra mile for our patrons."



Monday, July 20 - every single stained glass partition is occupied.

LAKE GENEVA HISTORIC PRESERVATION COMMISSION
MEETING AGENDA- AMENDED
JULY 11, 2023 – 7:00 P.M.
LAKE GENEVA CITY HALL,
626 GENEVA STREET, LAKE GENEVA, WI 53147

1. Meeting Called to Order
2. Roll Call
3. Approval of minutes: Review and approval of the minutes from the June 13, 2023, *Lake Geneva Historic Preservation Commission Meeting*
4. Comments from the public and correspondence.
5. Reports on the *Geneva Lake Museum* upcoming events, including “*Tuesdays @ Two*” programs, follow up on “*Taco Tuesday*” fundraiser at Champs Sports Bar & Grille, and news from the *Maple Park Homeowners’ Association*, including updates on the regulation of short-term rentals and paid parking in the *Maple Park Historic District*.
6. Updates regarding *Black Point Estate & Gardens*, *Horticultural Hall*, and *Historic Lake Geneva Walking Tours*, including *Black Point* programs at the Lake Geneva Public Library.
7. Updates on events at *The Riviera*, at the *1928 Geneva Theater / Geneva Stage*, or local news items relating to the *Lake Geneva Historic Preservation Commission*.
8. Review of recent bills and invoices and updates on the current balance in the *Lake Geneva Historic Preservation Commission 2023 City Budget*.
9. Updates on tributes to honor Jim Davis and Jackie Getzen’s contributions to the LGHPC, including the LGPL paver for Jackie and scheduling the dedication of the oak tree and plaque at *Oak Hill Cemetery* in memory of Jim Davis.
10. Discussion and comments regarding recent building / remodeling projects within *National & State Historic Districts*.
11. Update regarding submittal of *Certified Local Government* renewal application by February 28, 2023, and update on the proposed new *City of Lake Geneva Local Historic Landmark Ordinance* including latest discussions with City Attorney Dan Draper and Jason Tish at *Wisconsin Historical Society* and scheduling of *Special Meeting with Jason Tish on Thursday, July 20, 2023, at 7:00 P.M. at City Hall to discuss proposed changes in more detail*.
12. Discussion regarding the repair and/or replacement of existing historic plaques and signs by Jim Sherin at *Timberline Signs* and review of list on which additional plaques and signs should be repaired and/or replaced next.

13. Update regarding current status of the *Three Graces* statue, the relocation from Flat Iron Park to the Geneva Lake Museum, and the future plans for repair and/or replacement of the *Three Graces* statue.
14. Review of recent *Historic Plaque Program* applications, the cost of plaques from *Timberline Signs* at \$258.48 each (including sales tax), application forms, and ongoing updating the list of past plaque recipients.
15. Updates on the status of the *I-phone app* and *Android app* of *A Historic Lake Geneva Walking Tour*, including reactivation of I-phone app, and discussion on how to better promote the apps, including presentations to the Lake Geneva City Council. Also, any new information regarding required update renewal of I-phone app.
16. Discussion regarding new projects for the *LGHPC*, updates to our website www.historyoflakegeneva.org, and discussion on any other potential future *LGHPC* projects that we might want to consider.
17. Updates regarding the *Lake Geneva Historic Railroad Site*, including the new park bench and plaque in memory of Ed Yaeger and clean-up and repairs to the paver “footprints” of the *Railroad Turntable, Engine House, and Water tower*.
18. Report regarding any new correspondence from Stephanie Klett at *Visit Lake Geneva / Lake Geneva Chamber of Commerce* and Lake Geneva City Administrator David Nord on how the *LGHPC* can help promote tourism in Lake Geneva.
19. Update on information from Jason Tish at the *Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians, and the Wisconsin Association of Historic Preservation Commissions*.
20. Adjournment

***THE NEXT LAKE GENEVA HISTORIC PRESERVATION COMMISSION
MEETING WILL BE AT CITY HALL @ 7:00 P.M.
ON TUESDAY, AUGUST 8, 2023.***

Lake Geneva Historic Preservation Commission Meeting Minutes

June 13, 2023 7:30 p.m. at Lake Geneva City Hall

President Ken Etten called the meeting to order at 7:00 p.m. Lake Geneva City Hall

Present: Ken Etten, Patrick Quinn, Louise Rayppy, Chris Brookes, Grace Hanny, Sonja Akright, Emily Hummel and Tim Dunn.

Review and approval of the minutes from May 9, 2023, Historic Preservation Commission Meeting.

Comments from the public and correspondence. None

Reports on the Geneva Lake Museum upcoming events, including "Tuesdays @ Two" programs, "Taco Tuesday" fundraiser at Champs Sports Bar & Grille on June 27, and news from the Maple Park Homeowners' Association, including updates on the regulation of short-term rentals and paid parking in the Maple Park Historic District. "Tuesdays @ Two" will continue once a month in the evenings thru the summer. We had our "Tales of Lake Geneva" at the museum in the evening of June 13th. It was well received and also there was a good attendance. The Museum's 7th Annual Golf Outing will take place on September 17th at 9:00 A.M. at Hawk's View Golf Club. Also the Black Point Clothing Exhibit is on display now through October. The Maple Park Homeowners' Association are having their Block Party at Topsy Turvy on June 25th, at 2-6 p.m. No paid parking in Maple Park for the time being. No new information concerning short-term rentals.

Updates regarding Black Point Estate & Gardens, Horticultural Hall, and Historic Lake Geneva Walking Tours, including Black Point programs at the Lake Geneva Public Library. Programs about Historic Weddings on Geneva Lake at Black Point on August 26, 6:00-8:00 P.M. Local History series at the Library twice a month.

Update on events at The Riviera, at the 1928 Geneva Theater / Geneva Stage, or local news items relating to the Lake Geneva Historic Preservation Commission. On Thursday, July 6th at 7 p.m. at the Geneva Theater there is going to be a screening of Ja Nelle Powers' daughter's short film "Something New", which is free, reception will follow.

Review of recent bills and invoices and updates on the current balance in the Lake Geneva Historic Preservation Commission 2023 City Budget. Our current balance is \$4,885.00.

Updates on tributes to honor Jim Davis and Jackie Getzen's contribution to the LGHPC, including the LGPL paver for Jackie and scheduling the dedication of the oak tree and plaque at Oak Hill Cemetery in memory

of Jim Davis. The paver for Jackie has been installed. Sonja reached out to Jim's sister, but have not heard back.

Discussion and comments regarding recent building / remodeling projects within National & State Historic Districts. No new information.

Update regarding submittal of Certified Local Government renewal application by February 28, 2023, the creation of a more inclusive Local Historic Landmark Ordinance based upon the Whitewater Local Landmark Ordinance, the Fond du Lac Historic Preservation Ordinance, discussions with City Attorney Dan Draper, and additional information from Jason Tish at Wisconsin Historical Society. Chris met with Dan Draper and together they went through the final draft. Also need to discuss this with Jason Tish and send him a copy of the final draft for his review and if he has any comments. Would like Jason to come to one of our meetings, will set up a date with him. Planning on setting a date sometime in July.

Discussion regarding the repair and/or replacement of existing historic plaques and signs by Jim Sherin at Timberline Signs and review of list on which additional plaques and signs should be repaired and / or replaced next. The 3 signs that need to be repaired are: Wisconsin Power & Light – #11: \$755.00. Old Mill Race – #12: \$755.00. Taggart Lumber Yard & Railroad Warehouse – \$770.00. These are the estimates that we received from Jim Sherin. He also gave us estimates on the other signs that need to be repaired at a later date.

Update regarding current status of the Three Graces statue, the relocation from Flat Iron Park to the Geneva Lake Museum, and the future plans for repair and/or replacement of the Three Graces statue. Patrick said that we need to get the ball rolling concerning the repair of the statue. We need to know how much it will cost and how much money we can raise for the project. The Beautification Committee is responsible for collecting donations. Patrick will contact Tom Earle concerning what needs to be done and the cost .

Review of recent Historic Plaque Program applications, the cost of plaques from Timberline Signs at \$258.48 each (including sales tax), application forms, and ongoing updating the list of past plaque recipients. No new information.

Updates on the status of the I-phone app and Android app of A Historic Lake Geneva Walking Tour, including reactivation of I-phone app, and discussion on how to better promote the apps, including presentations to the Lake Geneva City Council. Also, any new information regarding required update renewal of I-phone app. Sonja is working on this.

Discussion regarding new projects for the LGHPC, updates to our website www.historyoflakegeneva.org , and discussion on any other potential future LGHPC projects that we might want to consider. Patrick will have some suggestions about new projects.

Update regarding the Lake Geneva Historic Railroad Site, including information from the Park Board regarding the park bench and plaque in memory of Ed Yaeger, any feedback from the Yaeger family, and scheduling a date for the dedication. Tom Earle informed us that the bench is in place. We were informed that some of the pavers need repairing and some are missing and that the area needs to be cleaned up. Will need money for that.

Report regarding any new correspondence from Stephanie Klett at Visit Lake Geneva / Lake Geneva Chamber of Commerce and Lake Geneva City Administrator David Nord on how the LGHPC can help promote tourism in Lake Geneva. When Chris goes to their next meeting she will inform them of "Tales of Lake Geneva".

Update on information from Jason Tish at the Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians, and the Wisconsin Association of Historic Preservation Commissions. NAPC training webinars – June 29th.
Meeting adjourned at 8:35 P.M.

Respectfully submitted, Louise M. Rayppy

LAKE GENEVA HISTORIC PRESERVATION COMMISSION

SPECIAL MEETING AGENDA

JULY 20, 2023 – 7:00 P.M

LAKE GENEVA CITY HALL

626 GENEVA STREET, LAKE GENEVA, WI 53147

- 1. Meeting Called to Order**
- 2. Roll Call**
- 3. Comments from the Public.**
- 4. Discussion regarding proposed changes to the City of Lake Geneva, *Chapter 34, Historic Preservation Ordinance*, including input from Jason Tish, Certified Local Government Coordinator & Preservation Coordinator with the Wisconsin Historical Society State Historic Preservation Office.**
- 5. Adjournment.**

Issued by: Kenneth Etten , Chairman, Lake Geneva Historic Preservation Commission



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

CITY OF LAKE GENEVA AVIAN COMMITTEE
TUESDAY, JULY 11, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; CONFERENCE ROOM 2A (UPPER LEVEL)

Members:

Committee Members: Beverly Leonard, Sarah McConnell, Jill Rodriguez, Karen Gallo, Carol Zimmermann, Kelley Happ, and Cindy Yager- Alderperson

AGENDA

1. Call to Order
2. Roll Call
3. Approval of the June 13, 2023 Avian Committee minutes as prepared and distributed
4. Comments from the public limited to 5 minutes, limited to items on this agenda
5. Update Financial Review for 2022/2023
6. Swift Night Out Update
7. Purple Martin Update
8. Brief 2023 Calendar/Project review
9. Update on Potential Grants
10. Partner Updates
11. Next Meeting Date & Time
12. Future Agenda Items
13. **Adjournment**

*This is a meeting of the Avian Committee.
No official City Council action will be taken; however, a quorum of the Council may be present.*

City of Lake Geneva Avian Committee Meeting Minutes

Tuesday, June 13, 2023, 6:00 P.M.

City Council Conference Room 2A

1. Call to order: 6:07 PM by Sarah McConnell

2. Roll Call. The following members were present: Carol Zimmermann, Jill Rodriguez, Sarah McConnell, Kelley Happ, Karen Gallo, Beverly Leonard and Alderperson Cindy Yager

3. Approval of Avian Committee meeting minutes from April 2022

Motion to approve minutes by Zimmermann, seconded by Rodriguez. The motion was passed. The City canceled the May meeting of the Avian Committee.

4. Comments from the Public

There were no comments.

5. Financial Review

There was no review at this meeting

6. Grants Review

Yager reported that we did not receive the grant from S.C. Johnson & Company in which we asked for funds to purchase permanent signs for our StoryBook Trail. She explained that their guidelines had changed and no longer included educational and community activities in their criteria.

Rodriguez reported that we did not receive a grant from Gage Marine. We put on hold requesting funds from Alliant and WE Energies to see if we would get grant money from Gage or Johnson.

Rodriguez also applied for a \$3000 grant from the Rotary Club for the creation of a butterfly garden behind the Lake Geneva Public Library. She mentioned that Lake Geneva Safari Company might also be interested in contributing. Rodriguez also suggested we approach the Park Board about use of the land for the project. She will get plants from Northwinds Perennial Farm and hopes to create a “Monarch Palooza” in the spring.

7. Purple Martin Colony Updates

Gallo and her team of volunteers report that we have 88 martin eggs to date, and Leonard observed nesting attempts at the gourds and new house. The colony is looking very good. The Committee is grateful to our volunteers who help with the monitoring project throughout the spring and summer.

Gallo reported that she injured her hand when one of the cables holding the house parted. She reported this to the city. The question of the city’s liability for volunteers’ injuries came up and Yager said she would pursue this issue and get back to us. McConnell mentioned that two years ago we had talked about replacing the original cables, which we did with stronger cables. Rodriguez suggested that in the next budget we allocate money for maintenance of the houses, along with a schedule for replacement of cables. We do spray all the cables with WD 40 in the spring. Leonard volunteered to contact Public Works and ask for help in inspecting the cables.

8. World Migratory Bird Day Celebration

Responses “Fabulous”- Zimmermann. “Best Year Yet” – McConnell. The Lake Geneva Avian Committee celebration of World Migratory Bird Migration Day culminated in the Learning to Soar StoryBook Trail project. Committee members felt the third StoryBook Trail episode was a great success. Thanks to all who helped and to all who attended the unveiling of the third year story. And a special thank you to Stephanie Klett (Visit Lake Geneva) for giving such a positive and heartfelt talk to all the students and groups who attended.

9. Learning to Soar

The Committee received a very nice thank you note (and cute illustrations) from the fifth grade students.

We agreed on the need to think about the Learning to Soar project and reassess and plan how best to proceed in the year(s) to come.

10. Bird Festival Update

Zimmermann reported that the bird walk and student presentation to the Geneva Lake Conservancy was great. Fifth graders in the Learning to Soar project presented a program to Conservancy members and guests with fun facts and figures about birds and migration. The kids were great. It was felt that the weakest part was the bird walk through Bromley Woods because there was no guide to help with the young birders. It was suggested there be fewer time slots for bird walks so more expert guides can be available to help each of the groups.

11. Swift Night Out Update

McConnell reported that everything is in place for the September 7 Swift Night Out at the Geneva Lake Museum. It is believed that the Chimney Swifts begin congregating in the last week or two of August, and we hope to have selected a date that will capture their activities in the tall chimney. The Eagles and Friends program from the Schlitz Nature Center will be excellent. McConnell suggested we give museum folks some talking points about the swifts and our program in July so they can share the upcoming event with their guests.

Several food trucks are scheduled.

12. Planning Calendar for 2023

At the Lake magazine will be featuring the Avian Committee and its long list of accomplishments. We were given a list of questions and asked to respond. Carol will share her thoughts on Google Docs and invited Committee members to edit and share responses.

13. Partner Updates

Zimmermann will be working with Tai Thompson, Community Outreach at the Geneva Lake Conservancy, to help place a new Purple Martin house near the GLC's fishing pond.

14. Other Items of Interest

- Eagle Scout bee project at Four Seasons Nature Center. It was reported that Tom Earle (Public Works) has volunteered to help.
- Grant writing ideas
- Purple Martin colony event. It was advised that we should not open the martin houses to show the public at this time, as there may be young birds that have hatched and are moving around.
- The First Congregational Church asked the committee to lead a nature/bird walk. Jill Rodriguez and Sarah McConnell volunteered to help. It was suggested by Rodriguez that we're not really set up to do hands-on events like this and we should give them names from the Lakeland Audubon Society.
- Cindy Yager has invited the Avian ladies to a day of fun on her boat. Date was set as July 19 at 10:30. No work – just enjoy the lovely lake and good company.

15. Next Meeting Time and Date:

Tuesday, July 11 at 6 pm in conference Room A

16. Future Agenda Items

- Update Financial Review for 2022/2023
- Swift Night Out Update

- Purple Martin Update
- Brief 2023 Calendar/Project review
- Update on Potential Grants
- Partner Updates
- Other

15: Adjournment:

Zimmermann moved to adjourn, seconded by Yager and approved. Meeting was adjourned at 7:30 p.m.

Respectfully submitted, 7/5/2023

Kelley Happ

Account Number	Account Title	2023-23 Period Actual	2023-23 Current year Actual	Current year Budget	Variance Current year	% of Budget
GENERAL FUND						
MISCELLANEOUS						
MISCELLANEOUS						
11-70-00-47300	AVIAN DONATIONS	.00	.00	250.00	250.00	.00
Total MISCELLANEOUS:		.00	.00	250.00	250.00	.00
MISCELLANEOUS						
11-70-00-57800	AVIAN COMMITTEE EXPENSES	101.31	716.57	4,125.00	3,408.43	17.37
Total MISCELLANEOUS:		101.31	716.57	4,125.00	3,408.43	17.37
Net Total GENERAL FUND:		101.31-	716.57-	3,875.00-	3,158.43-	18.49
Net Grand Totals:		101.31-	716.57-	3,875.00-	3,158.43-	18.49

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
11-70-00-47300 AVIAN DONATIONS					
		01/01/2023 (00/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
YTD Budget	250.00	Unearned	250.00		
11-70-00-57800 AVIAN COMMITTEE EXPENSES					
		01/01/2023 (00/23) Balance	.00 *	.00 *	.00
AP	36	LEONARD, BEVERLY	10.00		
		**Desc: PURPLE MARTIN ASSC DUES			
AP	330	COPIES & PRINTS PLUS LLC	35.00		
		**Desc: BIRD POSTERS-AVIAN COMMITTEE			
AP	364	ZIMMERMANN, CAROL	60.94		
		**Desc: PKT FOLDERS-LEARNING TO SOAR			
		01/31/2023 (01/23) Period Totals and Balance	105.94 *	.00 *	105.94
AP	334	CHASE CARD SERVICES	175.00		
		**Desc: AVIAN ANNUAL BIRD CITY RENEWAL			
AP	743	COPIES & PRINTS PLUS LLC	33.75		
		**Desc: EDUCATION MATERIALS-2023 STORYBOOK TRAIL			
AP	894	MCCONNELL, SARAH	50.60		
		**Desc: REIMBURSE-LEARNING TO SOAR PRIZES			
AP	722	LEONARD, BEVERLY	69.98		
		**Desc: REIMBURES-PURPLE MARTIN SUPPLIES			
		03/31/2023 (03/23) Period Totals and Balance	329.33 *	.00 *	435.27
AP	263	COPIES & PRINTS PLUS LLC	22.25		
		**Desc: FLYWAY MAP			
AP	388	COPIES & PRINTS PLUS LLC	57.25		
		**Desc: SIGNAGE AT 4 SEASONS NATURE PRESERVE			
AP	519	LEONARD, BEVERLY	15.73		
		**Desc: PURPLE MARTIN-SUPPLIES			
		04/30/2023 (04/23) Period Totals and Balance	95.23 *	.00 *	530.50
AP	24	COPIES & PRINTS PLUS LLC	12.00		
		**Desc: BIRD POSTERS-AVIAN COMMITTEE			
AP	544	ST FRANCIS DE SALES	72.76		
		**Desc: BUS-FOUR SEASONS			
		05/31/2023 (05/23) Period Totals and Balance	84.76 *	.00 *	615.26
AP	424	COPIES & PRINTS PLUS LLC	41.00		
		**Desc: PROGRAM MATERIALS-WORLD MIGRATORY BIRD			
AP	16	COPIES & PRINTS PLUS LLC	60.31		
		**Desc: MIGRATORY BIRD CELEBRATION PRINTS			
		06/30/2023 (06/23) Period Totals and Balance	101.31 *	.00 *	716.57
YTD Encumbrance	.00	YTD Actual	716.57	Total	716.57
YTD Budget	4,125.00	Unexpended	3,408.43		
11-70-00-57810 AVIAN COMMITTEE DONATION EXP					
		01/01/2023 (00/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
YTD Budget	.00	Unexpended	.00		
Number of transactions: 14 Number of accounts: 3			Debit	Credit	Proof
Grand Totals:			716.57	.00	716.57



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

CITY OF LAKE GENEVA TOURISM COMMISSION

MONDAY, JULY 10, 2023 - 4:00 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Chairperson Brian Waspi, Linda Moritz, Troy Migut, Zakia Pirzada, Alderperson Fesenmaier and Alderperson Howell; Ex-Officio Members: Mayor Charlene Klein, Comptroller Laura Pisarcik, and VISIT Lake Geneva President Stephanie Klett

THE CITY OF LAKE GENEVA IS HOLDING MEETINGS VIRTUALLY AND IN-PERSON; YOU MAY PARTICIPATE IN THE MEETING BY THE FOLLOWING:

4:00 p.m.- July 10, 2023 Tourism Commission

Jul 10, 2023, 4:00 – 5:00 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/618681733>

You can also dial in using your phone.

Access Code: 618-681-733

United States: [+1 \(408\) 650-3123](tel:+14086503123)

AGENDA

1. Chairman, Waspi call the meeting to order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the June 12, 2023 Tourism Commission minutes as prepared and distributed
5. Update from Heather Jones (Independent Contractor for Tourism Commission) Meet at the Lake Promotional Activity
6. Update from Tourism Entity (VISIT Lake Geneva) on Promotional Activity, Calendar, and Hotel performance
7. Update from Lake Geneva Business Improvement District (events and mission)
8. Written financial update regarding Room Tax Dollars Collected, Financials, current Budget & Disbursements, list of outstanding (unpaid) tourism grants awarded
9. Discussion/Action on Tourism Promotional Grant Program and Requests: **Maximum ten (10) minute presentation per request:**
 - a. No requests received by deadline

- 10.** Discussion/Action regarding proposed Tourism Commission Logo (VISIT Lake Geneva; continued from June 2023 meeting)
- 11.** Discussion/Action regarding possible addition of link or QR code to all marketing materials including print and social media (Continued from June 2023 meeting)
- 12.** Discussion/Update regarding VISIT Lake Geneva contract with Tourism Commission (Continued from June 2023 meeting)
- 13.** Future Agenda Items (Next Meeting: August 14, 2023 at 4:00 p.m.)
- 14. Adjournment**

This is a meeting of the Tourism Commission. No official City Council action will be taken; however, a quorum of the City Council may be present.

TOURISM COMMISSION MINUTES
Monday, June 12, 2023
COUNCIL CHAMBERS, CITY HALL

Meeting was called to order by Chair Waspi at 4:03 p.m.

Roll Call

Present: Chair Brian Waspi, Vice Chair Zakia Pirzada, Ald. Fesenmaier, Alderman Howell, Troy Migut, Stephanie Klett (Ex-Off), Mayor Klein (Ex-Off),

Absent: Linda Moritz

Also Present: City Admin. Dave Nord, Comptroller Pisarsik

Election of Tourism Commission Officers

Nominations opened by Chair.

Motion by Waspi, second by Howell, to nominate Fesenmaier as Secretary. No other nominations made. By unanimous consent, Fesenmaier elected as Secretary.

Motion by Fesenmaier, second by Migut, to nominate Pirzada as Vice Chair. No other nominations made. By unanimous consent, Pirzada elected as Vice Chair.

Motion by Fesenmaier, second by Howell, to nominate Waspi as Chair. No other nominations made. By unanimous consent, Waspi elected as Chair.

Comments from the Public limited to 5 minutes, limited to items on the agenda

None.

Approval of Tourism Commission minutes from April 10, 2023

Motion by Waspi, second by Pirzada, to approve the minutes from April 10, 2023. No May meeting held due to lack of mayoral committee appointments. Unanimously carried.

Heather Jones, Independent Contractor for Tourism Commission, Meet at the Lake Promotional Activity (moved down on agenda)

Jones reported that Event Sales Totals continue to hover at 60+ for the past several years. New to the chart is a Comp category to show how often the Riviera fee is waived. Jones is focusing now on booking weekday events to fill in the schedule. Revenue continues to increase in all categories.

Update from Tourism Entity – Visit Lake Geneva

Deanna Goodwin gave highlights from her superb monthly report. Restaurant Week winners were announced. Concerts in the Park start up again on June 29 and run through August 10. Schedule of entertainment can be found online.

Mark your calendar: Lighted Christmas Parade is December 2, 2023.

Notable year-to-date numbers from the Visit website: visitor sessions are over 600,000 and page views over 1.5 million. Included in the monthly packet is abbreviated data from the Economic Impact of Tourism Report 2022 (released May 6, 2023).

Update from Lake Geneva Business Improvement District (BID) – Alexandria Binanti

Alex gave information regarding upcoming events sponsored by the BID including a Summer Bucket List Guide, a November Wine Walk, Oktoberfest (which will shift location to downtown on Broad Street rather than Flat Iron Park), and Murals in Motion. Their social media numbers continue to show increases, and they will be launching the BID brand on TikTok soon. Waspi complimented Binanti for the thorough reports submitted routinely now.

Written financial update provided by City Comptroller

Balance Sheet [not available]

Total Assets - \$274,069.41

Restricted Fund Balance - \$525,302.27

Comptroller Pisarsik reminded the Commissioners that profit from the Riveria leases is deposited in the Lakefront Fund not the General Fund as mentioned by a previous speaker. The Commission needs to be aware of the total and timing of the grants awarded which at this point is close to \$57,000. The new chart presented by the comptroller should assist in that effort.

Tourism Promotional Grant Program and Requests

Big Balloon Build (submission of revised grant application)

There was some confusion about the grant application being revised. The applicant was asked by the Commission to change a non-city hotel listed as an exclusive partner on their promotional materials to a sponsor instead. The City Administrator will verify this change on the applicant's website and all materials used to market the event before approving reimbursement.

Wisconsin Cheese Festival – APG Southern Wisconsin (Rob Ireland) and Lake Geneva House of Music

This is a new event at the House of Music location. Waspi asked them to include TacoFest data in the application. The actual budget projections were not included in the packet. Discussion ensued regarding awarding partial funding with request to return next month. Howell asked questions about how much money was left in the budget for grants. Motion by Howell, second by Waspi, to grant \$15,000 for the Wisconsin Cheese Festival September 22 to September 24, 2023. Motion carried 4 to 1, with Alderman Fesenmaier voting No.

Addition of invoice deadline to page 1 of current grant application

The revision was included on the application in the packet. Motion by Waspi, second by Pirzada, to approve the addition of the invoice deadline to page 1 of the grant application. Unanimously carried.

Use of different Tourism Commission Logo and other possible changes

This topic was brought up in other meetings because of the confusion with City budget versus Room Taxes which actually fund the grants. Commissioners felt an updated logo might clarify the different monies being used. Klett volunteered Visit staff to create a revised Tourism Commission logo and to submit for the August meeting.

Addition of link or QR code to the Riviera homepage

This was discussed at previous meetings to add a link or QR Code to all promotional and marketing materials by grant recipients. The link or Code would allow readers to go DIRECTLY to the city hotels page of the Riviera website. There was concern by Stephanie Jones that she would not be able to track users entering the website that way. Motion by Pirzada, second by Fesenmaier, to add a link or QR Code to all marketing materials including print and social media. Motion by Howell, Waspi, to continue to the July meeting for further discussion and review. Unanimously carried.

Initial discussion regarding Visit Lake Geneva with Tourism Commission (contract opens July 1, 2023)

Waspi noted that the Visit contract is actually a pay-for-performance agreement, and we should be using percentages for contract amounts. Motion by Howell, second by Migut, that the Chair begin negotiations with Visit including City Staff. Unanimously carried.

Future meeting agenda items and next meeting date –

- Tourism Logo – August meeting
- Link or QR Code on promotional materials
- Contract negotiations update with Visit

Monday, July 10, at 4:00 PM

Motion by Waspi, second by Hedlund, to adjourn at 5:47 p.m. Carried.

Respectfully submitted,
Alderman Fesenmaier, Secretary

Riviera Ballroom/MATL Update- Tourism Commission Meeting July 2023

Marketing Update

- Website Analytics Update: Past 30 Days:
 - Site Sessions: 3,278 (108% increase)
 - Site Sessions by traffic source
 1. Google (1,200)
 2. Direct (671)
 3. Social Media Ad (381)
 4. City of Lake Geneva (287)
 5. Facebook (230)
 - Active Inquiries: 88 (+46 from last month), 73 recorded for June 2022
 - Avg. Session Duration: 3min 52sec (+ 45sec)
 - Site Bounce Rate: 66.5% (+15%)
- WeddingWire & TheKnot: June Stats
 - 81 Storefront Views, compared to 72avg in our market/category
 - 11 leads (-1 from last month)
- Hotels & Lodging Analytics Update Past 30 days:
 - 175 Page Views (110 view increase from last month)
 - Avg. time spent on page: 3min 35sec (-7sec)

**Reports generated on July 6th*

Sales Update

	2018	2019	2020	2021	2022	2023	2024
Weddings	45	28	9	54	55	52	28
Social	4	1	0	1	5	4	2
Corporate	4	2	1	1	2	2	
Non-Profit	7	10	0	3	1	5	2
Event Total	60	41	10	60	62	63	32
Cancellation Total	0	0	40	11		3	
Rescheduled	0	0	20	4		1	
Comp			5	2	5	6	

- Sales by Year June 2023:
 - 2023 Events- Past 30 days: Booked 1 wedding & one contract out, likely to book.
 - 2024 Events- 5 contracts returned this month (4 weddings & 1 social) with 5 contracts out.
 - Last Year- Reported on July 7th, 2022; 60 events booked for 2022 and 27 events booked for 2023.

ACTUAL RIVIERA BALLROOM REVENUE BY YEAR

CITY OF LAKE GENEVA RIVIERA REVENUE (NET REVENUE AFTER TAX)

2018	2019	2020	2021	2022	2023 YTD
\$146,139.23	\$99,792.62	\$29,095.71	\$162,926.92	\$286,754.23	\$280,605.61

CATERING REVENUE

\$29,159.74	\$14,688.76	\$4,337.68	\$32,970.09	\$46,691.72	\$12,556.29
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Lake Geneva Tourism Commission JULY 10, 2023 VISIT Lake Geneva Update

Upcoming Partner Meetings & Events

- VLG Monthly Partner Meeting – July 15, 8-9am at Horticultural Hall

Public Events 2023-2024

- Lake Geneva Concerts in the Park (June 29-August 10) – Entertainment lineup on VisitLakeGeneva.com
- Lake Geneva Electric Christmas Parade (December 2)
- Winterfest (January 31-February 5)

Earned Media Highlights - JUNE 2023

Shinnston News & Harrison County Journal | [Milking a Good Time Out of Lake Geneva](#)
Wisconsin Life | [Lake Geneva tradition leaps along with mailboat jumpers](#)
Marquita's Travels - The Traveling Twin Mama | [25 Best Things to Do in Lake Geneva, Wisconsin in the Summer](#)
NPR | [Teen mail carriers in southern Wisconsin compete to deliver mail to lakefront homes](#)
2 Travel Dads | [Best Things to Do in Lake Geneva, Wisconsin in the Summertime \(and some fall picks!\)](#)
Scranton Times-Tribune | [Wisconsin's Lake Geneva once a grand resort for the rich, now a laid-back venue for vacationers](#)
WYFF Channel 4 (Greenville, SC) | [Teens try out for mailboat jumper jobs. It's exactly what it sounds like](#)
ABC12 Milwaukee | [Teens try out for mailboat jumper jobs. It's exactly what it sounds like](#)
Wisconsin State Journal | [Plan a Lakeside Summer Adventure](#)
TMJ4 Milwaukee | [Tryouts held Tuesday for Lake Geneva mail jumpers](#)
Spectrum News | [Lake Geneva tradition continues as mail jumpers try not to miss the boat](#)
St. Louis Post-Dispatch | [Wisconsin's Lake Geneva once a grand resort for the rich, now a laid-back venue for vacationers](#)
WGN Radio | [Mars Resort in Lake Geneva: Celebrating 100 years](#)
Trekaroo | [12 Great Things to Do in Lake Geneva, Wisconsin with Kids](#)
Beloit Daily News | [Tourism spending up in Rock County, Statewide](#)
World Atlas | [8 Ideal Destinations for a 3-Day Weekend in Wisconsin](#)

Marketing Metrics - JUNE 2023

Website - VisitLakeGeneva.com

- Visitor Sessions – 160,749 | +30.4% (YTD 762,618)
- Pageviews – 407,618 | +32.7 (YTD 1,920,531)
- Users – 120,749 (YTD 586,559)
- Online Guide Visits – 10,002 (YTD 116,774)

- Top Cities
 1. Chicago 16.7%
 2. (not set) 6.8%
 3. Milwaukee 3.8%
 4. Lake Geneva 1.3%
 5. Dallas 1.2%
 6. Minneapolis 0.9%
 7. Ashburn 0.9%
 8. Denver 0.8%
 9. Madison 0.7%
 10. Rockford 0.5%
- Top Pages
 1. Things to Do
 2. Home
 3. Events
 4. Stay | Hotels & Resorts
 5. Things to Do | Shore Path
 6. Things to Do | Family Fun
 7. Explore | Visitors Guide Order
 8. Stay
 9. Things to Do | Tours & Sightseeing
 10. Things to Do | Shopping
- Visitor Demographics
 - 61% Female | 39% Male
 - Age Group
 1. 35-44 – 22.8%
 2. 45-54 – 18.7%
 3. 55-64 – 17.8%
 4. 25-34 – 17.4%
 5. 65+ - 12.5%
 6. 18-24 – 11.0%

Social Media

- Facebook – 64,143 Followers (+786) | 794,942 Post Reach
- Instagram – 11,585 Followers (+413) | 35,452 Post Reach
- Twitter – 3,476 Followers (+8) | 1,985 Impressions
- LinkedIn – 1,249 Followers (+77) | 72,173 Impressions
- TikTok – 168 Followers | 28,843 (launched 6/13/23)

Email Subscribers

- Subscribers – 52,933 (+494)
- Open Rate – 33.8 %

Visitor Center Activity – JUNE 2023

- Walk-ins – 1,875 (YTD 6,817)
- Phone Calls – 317 (YTD 1,485)
- Emails – 1,570 (YTD 6,319)
- Visitors Guides Fulfilled – 1,547 (YTD 6,227)

Hotel Activity - MAY 2023

- Occupancy – 47.1% (-1.3%) | YTD 41.3% (-1.3%)
- ADR - \$170.31 (+5.7%) | YTD \$164.73 (+5.2%)
- RevPar - \$80.22 (+4.4%) | YTD \$68.00 (+2.6%)

Meetings & Events RFP Activity - JUNE 2023

RFP#	Total Room Nights	Meeting Type	Properties Sourced
1215	26	Corporate	Abbey Resort, Grand Geneva, Lake Lawn Resort, Geneva National, The Cove , Harbor Shores , Maxwell Mansion
1216	20	Corporate	Grand Geneva
1217	20	Corporate	Grand Geneva
1218	466	Corporate	Grand Geneva
1219	30	Corporate	Geneva National, The Ridge, Grand Geneva, The Cove , Geneva Inn, Timber Ridge
1220	24	Association	Abbey, Grand Geneva, Harbor Shores , Lake Lawn Resort, The Cove , Geneva Inn, Timber Ridge
1221	1281	Corporate	Grand Geneva
1222	52	Association	Grand Geneva
1223	36	Corporate	Baker House , Geneva National, Grand Geneva, Geneva Inn
1224	1028	Corporate	Grand Geneva
1225	712	Corporate	Abbey, Grand Geneva
1226	300	Corporate	Abbey, Geneva National, The Ridge, Grand Geneva, Lake Lawn Resort
1227	350	Corporate	Grand Geneva
1228	320	Corporate	Abbey, Grand Geneva
1229	477	Corporate	Grand Geneva
1230	135	Corporate	Abbey Geneva National, The Ridge, Grand Geneva
1231	513	Corporate	Abbey, Grand Geneva, Geneva National, Lake Lawn Resort
1232	4	Corporate	Harbor Shores , Geneva National, The Ridge, Bella Vista , Maxwell Mansion , Grand Geneva, Geneva Inn, The Cove

- RFPs Distributed – 18 (YTD 81)
- Total RFP Room Nights – 5,794 (YTD 31,920)
- Total RFP Attendees – 6,315 (YTD 18,940)

Other

- Donald Driver advertising campaign
- 2024 Lake Geneva Region Visitors Guide



PO BOX 910, Lake Geneva WI 53147 | 262.220.8916 | www.downtownlakegeneva.org

Executive Director's Report

June Recap

Website & Social:

Website traffic sessions increase by 92% searching through google and by 88% through City of Lake Geneva site. Facebook and direct were both significantly decreased by 96% and 82% traffic reduction. Social was less active this month as the organization focused on beautification planning and logistics planning with events. Social media planning sessions have been taking place and BID attended a Main Street Workshop on storytelling for social media pertaining to business spotlights. Our first interview was done with the Lake Geneva School's superintendent Dr. Wilson leading to the most engaged post on Instagram for the month.

Followers are still increasing month over month and in July we are implementing.

Social Posting Topics:

- i. Business Highlights for shopping, dining, and lodging
- ii. Connections with locals
- iii. New businesses in town
- iv. Outdoor Rec
- v. Reels with lake and food

Website												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Visitor Sessions		(526)	(937)	(1043)	(1269)	(1265)						
Mobile	-	347	707	677	952	955						
Desktop	-	174	214	338	284	272						
Tablet	-	5	16	28	33	38						
Pageviews												

	-	1,011	1,433	1,490	1,909	1,983						
2023 Other												
Users	-	526	937	1034	1269	1265						
New Visitors	-	440	755	801	997	892						
Avg Time on site	-	3m26s	4m29s	3m50s	4m03s	3m07s						
Social												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Facebook												
Followers	7,092	7,283	7,495	7,582	7,731	7,817						
MoM Change	48	191	212	87	149	86						
Reach	11,412	25,727	31,218	15,455	31,089	18,311						
Post Engagement	1,993	1,950	3,900	2,980	10,465	6,184						
Instagram												
Followers	2,589	2,613	2,636	2,665	2,694	2,706						
MoM Change	39	24	23	29	29							
Reach	3,200	2,720	3,079	1,967	4,142	1,501						
Engagement	3,100	1,100	1,985	1,057	2,247	239						

Events:

- i. Maxwell Street Days – August 25-27th.
 - a. Purchased advertising time with Lake 96.1. Boosted social ads starting end of July. Planned paper advertisement with Lake Geneva Regional News.
 - b. Hiring buskers for street entertainment and getting promotional ideas from businesses now to print rack cards for advertising.
 - c. Social media giveaways will take place to shop for the weekend.

- ii. Oktoberfest – October 7 & 8th Broad and Geneva Streets
 - a. Sponsorship materials are finished; booking of entertainment is complete,
 - b. Met with city, police, fire, public works, and parking have been held and application for event is submitted. Going to FLR 7/5 and Council 7/10.
 - c. Vendor sign ups launched as well as sponsorship solicitation.
 - d. Rotary has confirmed use of nonprofit status to partner with liquor license application turned in.
 - e. Application for tourism grant will be turned in after Common Council approval for August's meeting
- iii. Murals in Motion – September 27 – October 1st
 - a. Four walls approved by building owners
 - b. Contracts with artists have been accepted
 - c. Sponsorship will begin solicitation July
 - d. Marketing plan will be purchased in August
 - e. Applying for JEM Grant for August
 - f. Coordinated participation from school district and The Geneva Lakes Art Foundation for supplemental art projects while murals are being painted. (storefront windows will be painted and an art sit in will take place along Main, Broad, and Center Streets

Beautification:

- i. Flowers – Planning of Fall plantings, also in discussion of increasing budget for 2024 for larger baskets
- ii. Banners – Designing banners and discussion of sponsorship for Veterans banners along with evergreen options.
- iii. Lighting – Planning holiday décor in July and August for downtown and Flat Iron Park

Business Communications & Marketing:

- i. 5 (48 ytd) business site visits for analysis of business sales and traffic flow; sent business emails in regards to planning Oktoberfest and Maxwell Street Days, met with 2 storefronts for ideas of future planter programs for storefront doorways.
- ii. Main Street Update: First Marketing conference took place in Marshfield June 14th. July 14 will be Main Street Orientation in Madison with some BID board members in attendance.
- iii. Looking at feasibility for a Friends of BID “pay to play model” so that we can have enough sponsorship for more flowers/holiday lights and marketing spotlights
- iv. Summer Marketing Initiative – Summer Bucket List socials; giveaways for storytelling of experiences to be published online. Maxwell Street Days planning to start, also press release and marketing for murals to take place in July.

CITY OF LAKE GENEVA
BALANCE SHEET
JUNE 30, 2023

FUND 47 - TOURISM

<u>ASSETS</u>		
47-00-00-1111	FUND CASH	213,121.87
TOTAL ASSETS		213,121.87
<u>LIABILITIES AND EQUITY</u>		
<u>FUND EQUITY</u>		
47-00-00-34800	RESTRICTED FUND BALANCE	525,302.27
	REVENUES OVER EXPENDITURES - YTD	(312,180.40)
TOTAL FUND EQUITY		213,121.87
TOTAL LIABILITIES & EQUITY		213,121.87

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
47-00-00-11111 FUND CASH					
		05/31/2023 (05/23) Balance	.00 *	.00 *	275,811.96
CA-CDA	29	CDA Fund Allocation - Created: 06/16/23 12:39 P		119.98-	
CA-CDA	39	CDA Fund Allocation - Created: 06/21/23 3:47 PM		62,502.19-	
CA-CDA	51	CDA Fund Allocation - Created: 06/29/23 3:21 PM		67.92-	
		06/30/2023 (06/23) Period Totals and Balance	.00 *	62,690.09- *	213,121.87
47-00-00-13920 ACCTS RECEIVABLE					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
47-00-00-21100 ACCOUNTS PAYABLE					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
AP	315	Summary Transactions from AP System		57,170.19-	
AP	408	Summary Transactions from AP System		119.98-	
AP	524	Summary Transactions from AP System		5,332.00-	
AP	736	Summary Transactions from AP System		67.92-	
CDA	82817	CHARTER COMMUNICATIONS	119.98		
CDA	82837	JONES, HEATHER	5,332.00		
CDA	82849	DOUGLAS FOOD STORES INC.	39,548.40		
CDA	82855	GENEVA LAKE WOMENS ASSOCIATION	11,231.79		
CDA	82861	INSPIRATION MINISTRIES	6,390.00		
CDA	82934	US CELLULAR	67.92		
		06/30/2023 (06/23) Period Totals and Balance	62,690.09 *	62,690.09- *	.00
47-00-00-21900 ACCRUED EXPENSES					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
47-00-00-34800 RESTRICTED FUND BALANCE					
		05/31/2023 (05/23) Balance	.00 *	.00 *	525,302.27-
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	525,302.27-
47-00-00-41210 ROOM TAX					
		05/31/2023 (05/23) Balance	.00 *	.00 *	80,026.33-
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	80,026.33-
YTD Encumbrance	.00	YTD Actual	80,026.33- Total	80,026.33- YTD Budget	1,100,000.00- Unearned
					1,019,973.67
47-00-00-46100 TOURISM MISC REVENUE					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned
					.00
47-00-00-48110 INTEREST INCOME					
		05/31/2023 (05/23) Balance	.00 *	.00 *	8,355.55-
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	8,355.55-
YTD Encumbrance	.00	YTD Actual	8,355.55- Total	8,355.55- YTD Budget	1,000.00- Unearned
					7,355.55-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
47-00-00-49100 APPL. PRIOR YR APPROPRIATIONS					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
47-00-00-49350 TRANSFER FROM GENERAL FUND					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
47-00-00-57100 HOTEL/MOTEL ASSN-CHAM OF COMM					
		05/31/2023 (05/23) Balance	.00 *	.00 *	75,000.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	75,000.00
YTD Encumbrance	.00	YTD Actual	75,000.00	Total	75,000.00
		YTD Budget	540,000.00	Unexpended	465,000.00
47-00-00-57210 EVENTS COORDINATOR					
		05/31/2023 (05/23) Balance	.00 *	.00 *	13,330.00
AP	510	JONES, HEATHER	2,666.00		
		**Desc: RIVIERA EVENTS COORDINATOR-JUL			
		06/30/2023 (06/23) Period Totals and Balance	2,666.00 *	.00 *	15,996.00
YTD Encumbrance	.00	YTD Actual	15,996.00	Total	15,996.00
		YTD Budget	32,650.00	Unexpended	16,654.00
47-00-00-57212 EVENTS COORDINATOR-RIVIERA					
		05/31/2023 (05/23) Balance	.00 *	.00 *	13,330.00
AP	509	JONES, HEATHER	2,666.00		
		**Desc: RIVIERA EVENTS COORDINATOR-JUL			
		06/30/2023 (06/23) Period Totals and Balance	2,666.00 *	.00 *	15,996.00
YTD Encumbrance	.00	YTD Actual	15,996.00	Total	15,996.00
		YTD Budget	32,650.00	Unexpended	16,654.00
47-00-11-15900 DUE TO/FROM GENERAL FUND					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00
47-00-40-15900 DUE TO/FROM LAKEFRONT FUND					
		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
47-70-00-57150 PROMOTIONAL GRANT					
		05/31/2023 (05/23) Balance	.00 *	.00 *	66,409.58
AP	298	DOUGLAS FOOD STORES INC.	16,077.78		
		**Desc: RIV KITCHEN EQUIPMENT-TOURISM GRANT			
AP	299	DOUGLAS FOOD STORES INC.	1,565.20		
		**Desc: RIV KITCHEN EQUIPMENT-TOURISM GRANT			
AP	300	DOUGLAS FOOD STORES INC.	382.10		
		**Desc: RIV KITCHEN EQUIPMENT-TOURISM GRANT			
AP	301	DOUGLAS FOOD STORES INC.	8,576.52		
		**Desc: RIV KITCHEN EQUIPMENT-TOURISM GRANT			
AP	302	DOUGLAS FOOD STORES INC.	12,946.80		
		**Desc: RIV KITCHEN EQUIPMENT-TOURISM GRANT			
AP	232	GENEVA LAKE WOMENS ASSOCIATION	11,231.79		
		**Desc: WOMEN'S WEEKEND REIMBURSEMENT			
AP	307	INSPIRATION MINISTRIES	6,390.00		
		**Desc: TOURISM GRANT REIM-BIG BALLOON BUILD			
		06/30/2023 (06/23) Period Totals and Balance	57,170.19 *	.00 *	123,579.77

YTD Encumbrance	.00	YTD Actual	123,579.77	Total	123,579.77	YTD Budget	150,000.00	Unexpended	26,420.23
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47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT

		05/31/2023 (05/23) Balance	.00 *	.00 *	11,002.61
AP	395	CHARTER COMMUNICATIONS	119.98		
		**Desc: INTERNET SVC JUN			
AP	620	US CELLULAR	67.92		
		**Desc: RIVIERA CELL-HEATHER-JUN			
		06/30/2023 (06/23) Period Totals and Balance	187.90 *	.00 *	11,190.51

YTD Encumbrance	.00	YTD Actual	11,190.51	Total	11,190.51	YTD Budget	50,000.00	Unexpended	38,809.49
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47-70-00-59400 TRANSFER TO CAPITAL PROJECTS

		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00

YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00	Unexpended	.00
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47-70-00-59500 TRANSFER TO LAKEFRONT FUND

		05/31/2023 (05/23) Balance	.00 *	.00 *	.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	.00

YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00	Unexpended	.00
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47-70-00-59600 TRANSFER TO DEBT SERVICE FUND

		05/31/2023 (05/23) Balance	.00 *	.00 *	158,800.00
		06/30/2023 (06/23) Period Totals and Balance	.00 *	.00 *	158,800.00

YTD Encumbrance	.00	YTD Actual	158,800.00	Total	158,800.00	YTD Budget	167,375.00	Unexpended	8,575.00
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Number of transactions: 24	Number of accounts: 20
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	Debit	Credit	Proof
Grand Totals:	125,380.18	125,380.18-	.00

Report Criteria:

Actual amounts

All accounts

Account.Account number = "47000011111"-47700059600"

Account Number	Account Title	2023-23 Period Actual	2023-23 Current year Actual	Current year Budget	Variance Current year	% of Budget
TOURISM						
TOURISM						
47-00-00-41210	ROOM TAX	.00	80,026.33	1,100,000.00	1,019,973.67	7.28
47-00-00-46100	TOURISM MISC REVENUE	.00	.00	.00	.00	.00
47-00-00-48110	INTEREST INCOME	.00	8,355.55	1,000.00	7,355.55-	835.56
47-00-00-49100	APPL. PRIOR YR APPROPRIATIONS	.00	.00	.00	.00	.00
47-00-00-49350	TRANSFER FROM GENERAL FUND	.00	.00	.00	.00	.00
Total TOURISM:		.00	88,381.88	1,101,000.00	1,012,618.12	8.03
47-00-00-57100	HOTEL/MOTEL ASSN-CHAM OF COM	.00	75,000.00	540,000.00	465,000.00	13.89
47-00-00-57210	EVENTS COORDINATOR	2,666.00	15,996.00	32,650.00	16,654.00	48.99
47-00-00-57212	EVENTS COORDINATOR-RIVIERA	2,666.00	15,996.00	32,650.00	16,654.00	48.99
47-70-00-57150	PROMOTIONAL GRANT	57,170.19	123,579.77	150,000.00	26,420.23	82.39
47-70-00-57155	TOURISM MUNICIPAL DEVELOPMENT	187.90	11,190.51	50,000.00	38,809.49	22.38
47-70-00-59400	TRANSFER TO CAPITAL PROJECTS	.00	.00	.00	.00	.00
47-70-00-59500	TRANSFER TO LAKEFRONT FUND	.00	.00	.00	.00	.00
47-70-00-59600	TRANSFER TO DEBT SERVICE FUND	.00	158,800.00	167,375.00	8,575.00	94.88
TOURISM Expenditure Total:		62,690.09	400,562.28	972,675.00	572,112.72	41.18
Net Total TOURISM:		62,690.09-	312,180.40-	128,325.00	440,505.40	243.27-
Net Grand Totals:		62,690.09-	312,180.40-	128,325.00	440,505.40	243.27-

**CITY OF LAKE GENEVA
ROOM TAX COMPARISONS
2022 AND 2023**

2022

	Room Tax Regular	Room Tax Marketplace	Totals
January	54,550.20	-	54,550.20
February	74,545.47	-	74,545.47
March	77,487.03	146,570.32	224,057.35
April	73,954.48	-	73,954.48
May	114,045.78	-	114,045.78
June			-
July			-
August			-
September			-
October			-
November			-
December	-	-	-
	<u>394,582.96</u>	<u>146,570.32</u>	<u>541,153.28</u>

2023

	Room Tax Regular	Room Tax Marketplace	Net Totals
January	50,649.40	-	50,649.40
February	69,510.46	-	69,510.46
March	71,887.05	152,450.05	224,337.10
April	64,752.81	-	64,752.81
May	98,777.01	-	98,777.01
June			-
July			-
August			-
September			-
October			-
November			-
December			-
	<u>355,576.73</u>	<u>152,450.05</u>	<u>508,026.78</u>

Variance (33,126.50)

Note: Marketplace Providers now pay on a quarterly basis

2022/2023 Tourism Grant Commitments

2022 Meetings	Events	Amount committed	Vendor	Date of Event	Paid to Date	Remaining Balance	Total Running Balance
September	Riviera Marketing Effort (Jan-Apr 2023)	5,800.00		Jan-Apr 2023		\$ 5,800.00	
	Abominable Snow Race	10,000.00	ASR Events, LLC	January 28, 2023	10,000.00	\$ -	
	Riviera Prep Kitchen Equipment	90,026.62	Douglas Food Stores, Inc. Pd 1/5/23	2023 Update	9,714.44	\$ 18,663.24	
			Douglas Food Stores, Inc. Pd. 1/11/23	2023 Update	2,330.72		
			Douglas Food Stores, Inc. Pd 3/17/23	2023 Update	19,769.82		
			Douglas Food Stores, Inc. Pd 6/21/23	2023 Update	39,548.40		
November	Women's Weekend	12,500.00	Geneva Lake Women's Association	April 28-30, 2023	11,231.79	\$ 1,268.21	
	Bridal Expo	15,000.00	Celebration Management-Pd 3/8/23	January 21, 2023	15,000.00	\$ -	
	Downtown Ice Sculpture Tour (VISIT)	10,800.00	Visit Lake Geneva Pd 1/31/23	Winterfest February 2023	9,594.60	\$ 1,205.40	
December	Bacon Fest	10,000.00	Wisconn Valley Media Group	May 12-14, 2023	-	\$ 10,000.00	
	Big Balloon Build	10,000.00	Inspiration Ministries	March 19-26, 2023	6,390.00	\$ 3,610.00	
					123,579.77	\$ 40,546.85	164,126.62

2023-Meetings

January	MEETING CANCELLED						150,000.00
February	Jazz Fest	10,000.00	Wisconn Valley Media Group	May 19-20, 2023	-	\$ 10,000.00	140,000.00
	Taco Fest	10,000.00	Wisconn Valley Media Group	September 8-10, 2023	-	\$ 10,000.00	130,000.00
	Art in the Park	15,253.00	Geneva Lake Art Foundation	August 12-13, 2023	-	\$ 15,253.00	114,747.00
March	Venetian Fest	45,000.00	Jaycees	August 16-20, 2023	-	\$ 45,000.00	69,747.00
	Lake Geneva Meeting Planner	2,200.00		September 20, 2023	-	\$ 2,200.00	67,547.00
April	DAS Fest	11,500.00	United Way Walworth County (Event held in Elkhorn)	August 4-6, 2023	-	\$ 11,500.00	58,247.00
	Perseid Meteor Shower cruises (GLAS)	2,200.00	GLAS (Aug 9 - 13, 2023)	August 9-13, 2023	-	\$ 2,200.00	56,047.00
May	The Wisconsin Cheese Festival	15,000.00	APG Southern Wisconsin (Event held in Town of Geneva)	September 22-24, 2023		\$ 15,000.00	41,047.00

Approved 2023 Budget	Committed 2023 Grants	Available
\$ 150,000.00	\$ 275,279.62	(125,279.62)

Current Cash June 2023	\$ 213,121.87
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Lake Geneva Cemetery Board
Special Meeting
Wednesday, July 26, 2023 – 1pm
Lake Geneva City Hall Upstairs Conference Room 2C
626 Geneva Street, Lake Geneva, WI 53147

President-Mary Sibbing
Vice President-Terry Krohn
Secretary-Ruth Monico
Patrick Quinn
Council Liaison-Mary Jo Fesenmaier

Agenda

1. Meeting called to order
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. 19.84(2), limited to items on this agenda.
Comments will be limited to 5 minutes
4. Presentation regarding proposed Lake Geneva Park Manager position roles and responsibilities
that will include Oak Hill and Pioneer Cemeteries
5. Discussion/recommendation on proposed Lake Geneva Park Manager roles and responsibilities
6. Adjournment

**GENEVA LAKE ENVIRONMENTAL AGENCY (GLEA)
WILLIAMS BAY, WISCONSIN**

**The monthly business meeting of the GLEA will be held in room 108,
in Lowrey Hall, on the George Williams College of Aurora University campus.
350 Constance Blvd., Williams Bay, WI 53191.**

July 20, 2023, at 6:30 pm.

Virtual:

<https://us06web.zoom.us/j/83341953623?pwd=TFdBL1BKWFZVb0Q2TTluNGp5MnFOZz09>

**REARRANGED AMENDED AGENDA
11. BUDGET 12. HUMAN RESOURCES
CLOSED SESSION**

Call Meeting of GLEA Board of Directors to Order – Chairman Kenny

Roll Call.

General Business:

Comments from the public as allowed by Wis. Stats. §19.84(2). Comments will be limited to 5 minutes.

1. Recognition and presentation of service award to former board members

- a. Town of Walworth Citizen Representative: Jim Lovell
- b. City of Lake Geneva Elected Representative: Mary Jo Fesenmaier

2. Approve the minutes of the regular business meeting on June 15, 2023

3. Monthly Review Items:

- a. Action on June 2023 Income Statement
- b. Action on June 2023 Balance Sheet
- c. Bookkeeper's June 2023 Disbursement Report
- d. Bookkeeper's June 2023 Donation Report
- e. Action on Staff Report:
 - 1. Director Report- June-July 2023
 - 2. Intern Report- June-July 2023

Possible action on the following business.

1. Water Quality/AIS

- a) Water Alliance
- b) Beach Testing
- c) Big Foot Beach State Park Storm Drain/Culvert issue
- d) Local AIS Ordinances Chapter 30- Update
- e) Pier Painting

2. Grants

- a) AIS Prevention 4 CD3 Units- Update
- b) Clean Boats Clean Waters- Update
- c) Geneva Lake Garden Club Grant

3. Funding

- a) Friends of Geneva Lake Environmental Agency

4. Projects/Equipment

- a) GLEA Boat- Update
- b) Boat Count

- c) Fish Kill
- d) Near Shore Fish Survey
- e) SEWRPC Aquatic Plant PI Survey
- f) Drone and ROV footage of SSW

5. Marketing/Fundraising/Events/Conferences/ Membership

- a) Website
- b) Social Media
- c) Annual Mailing/ Newsletter
- d) Advanced Lake Leaders
- e) Visit Lake Geneva

6. Office

- a) Lease/ Office Space
- b) Photo IDs and Guest Policy

7. Technology/Equipment

8. Municipalities Updates and Reports

- a) City of Lake Geneva
- b) Town of Linn
- c) Village of Fontana
- d) Village of Williams Bay
- e) Town of Walworth

9. New/ Other business items

10. Next Meeting Date

- a) August 17, 2023

11. Budget

- a) 2024 Municipal Contribution Request

12. Human Resources

- a) Employee Handbook
- b) Staffing

Closed Session- Chairman Kenny

1. Consider motion to convene into closed session: per Wisconsin Statue 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 – Employment and compensation.

- a) Lake Biologist
- b) Attorney

2. Motion to Adjourn Closed Session and Reconvene to Open Session for action on:

- a) Lake Biologist
- b) Attorney

Adjournment

Posted: July 12, 2023, GLEA office and website, <https://www.gleawi.org/>
and at the City of Lake Geneva Website, <https://www.cityoflakegeneva.com/>
Jacob Schmidt, Director, director@gleawi.org
Aimee Townsend, Admin. Asst., glea.office1@gmail.com



Lake Geneva Business Improvement District
Board Meeting
Wednesday, June 7, 2023 | 9:00 AM
Harbor Shores of Lake Geneva

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes from last meeting
4. Comments from the public as allowed by Wis. Stats. § 19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 3 minutes.
5. City News and Mayor Klein Update
6. Appearance of VISIT Lake Geneva
7. Treasurer Report
 - a. Chart of Account review
 - b. Budget vs Actuals
 - c. Pay bills
8. Executive Director's Report
 - a. Wine Walk recap
 - b. Oktoberfest planning
 - c. Beautification Update & holiday décor planning
 - d. Marketing initiatives
 - e. Ad-hoc parking committee recap
9. Comments from the Board of Directors
 - a. Director Anthony Silvestri – update on Hwy 50 project
 - b. Director Alethea Salgado – update on mural committee
10. Motion to go into closed session pursuant to Sec. 19.85(1)(e) which states: “deliberating or negotiating the purchase of public properties, the investing of public funds, or conduction other specified public business, whenever competitive or bargaining reasons require a closed session” regarding the 2023 six-month review of contract for Business Improvement District’s Executive Director, and regarding proposed budget amendment for use of additional reserved funds.
10. Adjourn

Geneva Lake Law Enforcement Agency

Board of Directors Meeting
Wednesday, July 12, 2023 - 9:00 a.m.

GLLEA Office
478 Lake Street
Fontana, WI 53125

THE GENEVA LAKE LAW ENFORCEMENT AGENCY IS HOLDING THIS MEETING IN PERSON.

The public can provide comments on agenda items by emailing your comments to the GLLEA Secretary/Treasurer Stephanie Smith at treasurer@genevalakepolice.com. All written comments must be submitted by 8:00 A.M. on the date of the meeting. All comments will be read aloud during agenda item #3 when public comments are allowed.

Agenda

1. Call to order.
2. Roll call.
3. Comments from public. (*Limited to 2 minutes*)
4. Approve minutes of previous meeting held April 12, 2023
5. Approval of bills and acceptance of Treasurer's report
6. Commander's Report
7. Motion to adjourn.

Agenda approved by: Commander Cole

Date Approved: 07/09/2023