

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, JULY 9, 2012 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Call to Order
2. Roll Call
3. Approve Finance, License and Regulation Committee Meeting minutes of June 25, 2012, as published and 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 5 minutes.
5. **LICENSES & PERMITS**
 - A. Original Class “B” Fermented Malt Beverage and “Class C” Wine License Application filed by CSTR Hospitality LLC. d/b/a Lottie’s on the Lake, 835 Wrigley Drive, Lake Geneva, Chad Steen, Agent
 - B. Amendment of “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License filed by American Legion Post #24, 735 Henry Street, Lake Geneva, to include fenced outdoor yard area during car show on July 28, 2012 from 9:00 a.m. to 6:00 p.m.
 - C. Street Use Permit Application filed by John Parisi on behalf of Southwind Prairie Apartments, 775 Southwind Dr., Lake Geneva, to use Southwind Drive for a block party on July 28, 2012 from 9 a.m. to 12 midnight
 - D. Temporary Class “B” License application for the sale of fermented malt beverages and wine at St. Francis De Sales Church, 148 W. Main Street, Lake Geneva, for Fall Festival/Pig Roast on September 16, 2012
 - E. Original 2012-2013 Operator License applications filed by Carolyn M. Grice, Allen M. Swan, Amanda M. Gyger, Lukas Hilger, Nancy S. Dvonch, Peggy J. Zabler and David O’Brien
 - F. Original Taxi/Trolley Driver License application filed by Glen Loux (*approved by the Police Chief; information only*)
6. **RESOLUTIONS**
 - A. **Resolution 12-R52**, budget \$3,000.00 in TIF #4 to repair drainage problem at Dunn Field
 - B. **Resolution 12-R53**, transferring \$10,000.00 from Contingency for emerald ash borer treatment program
7. **ORDINANCES**
 - A. First reading of **Ordinance 12-14**, amending Chapter 86, Vehicles for Hire, of the Lake Geneva Municipal Code regarding taxicab driver’s license requirements

8. Discussion/Recommendation on disposition of old parking meters (*Administrator Jordan*)
9. Discussion/Recommendation on tagged brush collection procedure (*Administrator Jordan*)
10. **Presentation of Accounts**
 - A. Purchase Orders
 - B. Prepaid Bills in the amount of \$2,850.44
 - C. Regular Bills in the amount of \$263,903.13
 - D. Acceptance of Monthly Report from the City Treasurer for March 2012
11. 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.

7/6/12 1:30PM

cc: Committee Members: Aldermen Hill, Kupsik, Krohn, Hougen, Tolar; Mayor & remaining Council, Administrator, City Clerk, Department Heads, Attorney, Treasurer

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, JUNE 25, 2012 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Hill called the meeting to order at 6:00 p.m.

Roll Call. Present: Aldermen Kupsik, Krohn, Tolar, Hougen and Hill. Also Present: City Administrator Jordan, Comptroller Pollitt, DPW Winkler and City Clerk Hawes.

Approval of Minutes

Alderman Krohn asked that the June 11th minutes be revised to state that a budget request for the cemetery truck was submitted but not approved. Kupsik/Hougen motion to approve Finance, License and Regulation Committee regular meeting minutes of June 11, 2012, with the change to the first sentence on page two as requested by Alderman Krohn. Unanimously carried.

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. None.

LICENSES AND PERMITS

Original "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverage License Application for H&P Enterprises LLC d/b/a Geneva Liquors, 797 Wells Street, Lake Geneva, Kanwal B. Singh, Agent

Chairperson Hill said the application reflects a change in ownership of Geneva Liquors. Hougen/Kupsik motion to recommend approval. Unanimously carried.

Change of Agent Application filed by Meriden Homeowners Association d/b/a Bella Vista Suites, 335 Wrigley Drive, Lake Geneva, to Charles Lorenzi, 1540 West Main Street, Lake Geneva

City Clerk Hawes said Bella Vista Suites is requesting to change its agent to Charles Lorenzi. Mr. Lorenzi is also the agent for Celebrations. Mr. Hawes said an individual can be the agent at more than one licensed premises. Tolar/Hougen motion to recommend approval. Unanimously carried.

Park Permit Application filed by George Hennerley on behalf of the Geneva Lake Area Chamber of Commerce for Antique Tractor Ride at Flat Iron Park on July 21, 2012 from 10:30 a.m. to 1:45 p.m. (recommended by Board of Park Commissioners 6/6/12)

Kupsik/Tolar motion to recommend approval. Unanimously carried.

Fireworks Permit Application filed by Mark Wankowski and J & M Displays, Inc. for the use of fireworks on the barges in front of the Riviera for a wedding reception on July 21, 2012, contingent upon approval of an agreed staging area

City Clerk Hawes said the Police Chief and Fire Chief reviewed the application and recommended approval, contingent upon an agreed staging area for storing the fireworks before they are set off. Alderman Krohn asked where the fireworks will be set off from. Chairperson Hill referenced the map submitted with the permit application, indicating the fireworks will be set off 400 feet out from the piers at the Riviera. Alderman Hougen asked how the City will assure that the fireworks are set off in a safe manner. DPW Winkler said the Fire Department will have specific supervision over these activities. Tolar/Hill motion to recommend approval, contingent upon a staging area approved by the Police Chief, Fire Chief and the Geneva Lake Law Enforcement Agency. Unanimously carried.

Renewal Massage Establishment License applications filed by the following:

- 1) Jasmine Salon & Spa, LLC, 251 Cook Street, Lake Geneva, WI
- 2) Healing Muscle Therapies, 201 Broad Street, Ste 1-D, Lake Geneva, WI
- 3) Salon 180, 706 W. Main Street, Lake Geneva, WI
- 4) Lake Geneva Massage Therapy, 905 Marshall Street, Lake Geneva, WI
- 5) Marc Allen of Lake Geneva, 647 Main Street, Suite 800, Lake Geneva

Kupsik/Hougen motion to recommend approval of the Renewal Massage Establishment License applications, as listed 1-5. Unanimously carried.

Renewal Taxi Company License applications filed by the following, contingent upon City Attorney approval of liability insurance requirement:

- 1) N & T Enterprises, Inc., d/b/a Lakes Area Taxi, P.O. Box 382, Delavan, WI
- 2) A1 Limousine & Taxi, 515 Prairie View Road, Williams Bay, WI
- 3) Senior Cab Plus, LLC, W3099 Krueger Road, Lake Geneva, WI
- 4) Yellow Cab of Walworth/Hailey Transport LLC, 722 Faryl Avenue #8, Delavan, WI
- 5) All Star Cab, W1044 Evergreen Road, Pell Lake, WI
- 6) Lakefront Shuttle & Services, W3746 Lake View Drive, Geneva, WI

Kupsik/Hougen motion to recommend approval of the Renewal Taxi Company License applications, as listed 1-6, contingent upon City Attorney approval of the certificates of insurance. Alderman Hougen asked if the taxicab rates are set by the City. Administrator Jordan said they are not. Unanimously carried.

Renewal Carriage Company License application filed by Field Stone Farm Carriage & Pony LLC, 6913 Womack Lane, Burlington, WI

Hougen/Kupsik motion to recommend approval. Unanimously carried.

2012-2013 Renewal Operator License applications

Kupsik/Hougen motion to recommend approval, pending all outstanding liabilities to the City being paid, except for renewal applications filed by Danielle Bradi and Sophia Sakellariadis. Unanimously carried.

Original 2012-2013 Operator License applications filed by Navninder Toor, Michelle Steadman, Carrin Bowman, Heather Shepperack, Ashwinkumar Patel, Brittany Fish, Jay Bieszk, Randy Horch, Laura Ann Coder, Kaleen Dunn, Caitlin Richert, Rhonda Holden, Lana Marjanovic, Ashley Feest, Tai Spangler, Scott Lindbloom, Myles Mitchell, Danielle Zitzler, Joshua Hughes, Rio Norton, Laura Baldwin, Mary Gagliardi, David Kuhl, Raiyn Wilkinson, Shannon Vavrosa and Ashley Auclair

Kupsik/Tolar motion to recommend approval, pending all outstanding liabilities to the City being paid. Unanimously carried.

Renewal Taxi/Trolley Driver License applications filed by Richard Skipper Sr., Ronald Skipper Jr., Ronald Skipper Sr., Larry Rygielski, Goldie Stacey, Kimberly Yanke, Keith Woods, Russell Ford, Martin Blackmore, Thomas Rock, Nancy Rock, Brian Koszykowski, John Albert, Daniel Turner, Jeff Robbins, Nina Thompson, Robert McAllister, Vito Gieron and Marta Gieron (approved by the Police Chief; information only)

RESOLUTIONS

Resolution 12-R47, amending the Fee Schedule to reflect an increase in parking lot permit fees, increase to Walworth County parking permit fees, update to parking ticket late fee period and addition of the fireworks permit

Chairperson Hill said the proposed resolution would increase the parking lot permit fees and Walworth County parking permit fees to be consistent with the hourly rate of the meters which were increased for 2012. The resolution would also change the parking ticket late fee period to 10 days to be consistent with the ordinance. Chairperson Hill noted the fireworks permit is already on the fee schedule and isn't being changed at this time. Kupsik/Tolar motion to recommend approval. Alderman Hougen expressed concern that there are not many options for seniors to park downtown. Alderman Hougen made a motion for an amendment to keep the parking lot permit fee at \$200.00 for seniors. Motion failed due to lack of second.

Motion carried by vote of 4 to 1, with Alderman Hougen opposed.

ORDINANCES

First reading of Ordinance 12-13, amending Chapter 74, Traffic and Vehicles, regarding limited parking time zone hours

First reading only; no action taken.

Discussion/Recommendation on renewal of Health Insurance Plan

Administrator Jordan said the current Health Insurance Plan expires on June 30th. He said the City has had a bad year in terms of the number of high claims that were submitted. As a result, the reinsurance policy is set to increase by \$136,788.24. The City budgeted \$425,000.00 for 2012 and will have to add \$91,156.96 to the 2013 budget to cover the increase. Alderman Hougen asked if there are retirees in the current health plan. Administrator Jordan said there are seven retirees. Alderman Hougen asked if the City has a wellness program. Administrator Jordan said there are some wellness components built into the plan that encourage preventative testing. Kupsik/Hougen motion to recommend approval. Unanimously carried.

Discussion/Recommendation on award of EMS medical billing contract with EMS Medical Billing Associates, LLC. (recommended by Police and Fire Commission 6/12/12)

Tolar/Hougen motion to recommend approval. Unanimously carried.

Discussion/Recommendation on repairing drainage problem at Dunn Field in the amount not to exceed \$3,000.00 (recommended by Public Works Committee 6/14/12)

Hougen/Kupsik motion to recommend approval, in the amount not to exceed \$3,000.00 funded by the TIF #4 account, subject to approval of a budget resolution.

Discussion/Recommendation on emerald ash borer treatment program in the amount not to exceed \$10,000.00 (recommended by Public Works Committee 6/14/12 and Tree Board 6/21/12)

Alderman Tolar asked how staff arrived at the cost of \$10,000.00. DPW Winkler said the City Arborist made a calculation based on a number of trees, average size of the ash trees and the amount of product needed to inject in the trees. Alderman Tolar asked if the cost includes product and labor. DPW Winkler said it includes the cost for the treatment product, but does not include labor costs because the work will be performed in-house by the City Arborist. Alderman Kupsik asked if there is a guarantee that the treatment will successfully protect the ash trees. DPW Winkler said there is no guarantee, but the success rate is 93-95%. The treatment is designed to last two years, but the City would investigate the success rate of applying the treatment every three years. Chairperson Hill asked if there are grant funds available. DPW Winkler said there are matching grants available but it is a matter of timing. He said the grant application is due in October and the grant recipients are announced in December. If the City wished to begin the treatment program this Fall, the grant funding would not be available in time. Alderman Hougen asked what could be done about the ash trees on private property. DPW Winkler said there are an estimated 10 ash trees for every one City owned tree located in the parkway. He said the City could provide private property owners a list of reputable firms that treat ash trees at a reasonable rate. Hougen/ Kupsik motion to recommend approval of an emerald ash borer treatment program in the amount not to exceed \$10,000.00, subject to approval of a budget resolution. Unanimously carried.

Presentation of Accounts

Kupsik/Krohn motion to recommend approval of Prepaid Bills in the amount of \$1,782.05. Unanimously carried.

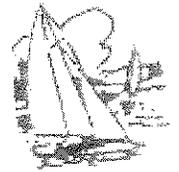
Kupsik/Hougen motion to recommend approval of Regular Bills in the amount of \$104,203.91. Unanimously carried.

Adjournment

Hougen/Kupsik motion to adjourn at 6:43 p.m. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
BY THE FINANCE, LICENSE & REGULATION COMMITTEE**



REGULAR CITY COUNCIL MEETING

MONDAY JULY 9, 2012 – 7:00 PM

COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Mayor Connors calls the meeting to order
2. Pledge of Allegiance – Alderman Wall
3. Roll Call
4. Awards, Presentations, and Proclamations
5. Re-consider business from previous meeting
6. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.
7. Acknowledgement of Correspondence
8. Approve Regular City Council Meeting minutes of June 25, 2012, as published and distributed
9. CONSENT AGENDA. Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.
 - A. Original Class “B” Fermented Malt Beverage and “Class C” Wine License Application filed by CSTR Hospitality LLC. d/b/a Lottie’s on the Lake, 835 Wrigley Drive, Lake Geneva, Chad Steen, Agent
 - B. Amendment of “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License filed by American Legion Post #24, 735 Henry Street, Lake Geneva, to include fenced outdoor yard area during car show on July 28, 2012 from 9:00 a.m. to 6:00 p.m.
 - C. Street Use Permit Application filed by John Parisi on behalf of Southwind Prairie Apartments, 775 Southwind Dr., Lake Geneva, to use Southwind Drive for a block party on July 28, 2012 from 9 a.m. to 12 midnight
 - D. Temporary Class “B” License application for the sale of fermented malt beverages and wine at St. Francis De Sales Church, 148 W. Main Street, Lake Geneva, for Fall Festival/Pig Roast on September 16, 2012
 - E. Original 2012-2013 Operator License applications filed by Carolyn M. Grice, Allen M. Swan, Amanda M. Gyger, Lukas Hilger, Nancy S. Dvonch, Peggy J. Zabler and David O’Brien
 - F. Original Taxi/Trolley Driver License application filed by Glen Loux (*approved by the Police Chief; information only*)
10. Items removed from the Consent Agenda
11. Presentation on economic viability and request for funding for Geneva Theater renovation and restoration (*Alderman Hougen and Alderman Hill*)

12. Discussion/Action on acceptance of streets in Highlands Subdivision (*Administrator Jordan*)
13. Accept and forward to Planning Commission a petition for direct annexation by unanimous consent of electors and property owners of territory located in the Town of Bloomfield, Walworth County, Wisconsin to the City of Lake Geneva, Walworth County, Wisconsin, pursuant to Wis. Stats. § 66.0217 (2). (Lake Geneva Joint I School District)
14. Second reading of Ordinance 12-13, amending Chapter 74, Traffic and Vehicles, regarding limited parking time zone hours

15. Finance, License and Regulation Committee Recommendations – Alderman Hill

A. RESOLUTIONS

- 1) Resolution 12-R52, budget \$3,000.00 in TIF #4 to repair drainage problem at Dunn Field
- 2) Resolution 12-R53, transferring \$10,000.00 from Contingency for emerald ash borer treatment program

B. ORDINANCES

- 1) First reading of Ordinance 12-14, amending Chapter 86, Vehicles for Hire, of the Lake Geneva Municipal Code regarding taxicab driver's license requirements

C. Discussion/Action on disposition of old parking meters (*Administrator Jordan*)

D. Discussion/Action on tagged brush collection procedure (*Administrator Jordan*)

16. Presentation of Accounts – Alderman Hill

A. Purchase Orders

B. Prepaid Bills in the amount of \$2,850.44

C. Regular Bills in the amount of \$263,903.13

D. Acceptance of Monthly Report from the City Treasurer for March 2012

17. Closed Session

Motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Danielle Bradi by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter (City Attorney Draper); pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Sophia Sakellariadis by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter (City Attorney Draper); and pursuant to Wis. Stat. 19.85 (1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation which it is or is likely to become involved in re: Peller Investments, LLC (City Attorney Draper)

18. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session

19. 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.

7/6/12 1:00PM

cc: Aldermen, Mayor, Administrator, Attorney, Department Heads, Media

REGULAR CITY COUNCIL MEETING

MONDAY, JUNE 25, 2012 – 7:00 PM

COUNCIL CHAMBERS, CITY HALL

Mayor Connors called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by Alderman Hougen.

Roll Call. Present: Aldermen Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar. Also present: Administrator Jordan, DPW Winkler, City Attorney Draper and City Clerk Hawes.

Awards, Presentations, and Proclamations. None.

Re-consider business from previous meeting. None.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes. None.

Acknowledgement of Correspondence.

City Clerk Hawes reported the City received a letter from Michael Keefe on behalf of KC Northgate, LLC dated June 21, 2012 requesting the Council to grant a five-year extension of the General Development Plan for the North Gate Retail Center planned development project.

The City also received a letter from Terry O'Neill, 954 George Street, Lake Geneva on June 22, 2012 asking the City Council to provide additional parking accommodations for people with disabilities and senior citizens.

Approval of Minutes

Wall/Kehoe motion to approve the Regular City Council Meeting minutes of June 11, 2012, as published and distributed. Unanimously carried.

Consent Agenda

Original "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverage License Application for H&P Enterprises LLC d/b/a Geneva Liquors, 797 Wells Street, Lake Geneva, Kanwal B. Singh, Agent

Change of Agent Application filed by Meriden Homeowners Association d/b/a Bella Vista Suites, 335 Wrigley Drive, Lake Geneva, to Charles Lorenzi, 1540 West Main Street, Lake Geneva

Park Permit Application filed by George Hennerley on behalf of the Geneva Lake Area Chamber of Commerce for Antique Tractor Ride at Flat Iron Park on July 21, 2012 from 10:30 a.m. to 1:45 p.m. (*recommended by Board of Park Commissioners 6/6/12*)

Renewal Massage Establishment License applications filed by the following:

- 1) Lake Geneva Massage Therapy, 905 Marshall Street, Lake Geneva, WI
- 2) Jasmine Salon & Spa, LLC, 251 Cook Street, Lake Geneva, WI
- 3) Element Massage Studio, 647 Main Street, Suite 800, Lake Geneva
- 4) Healing Muscle Therapies, 201 Broad Street, Ste 1-D, Lake Geneva, WI
- 5) Salon 180, 706 W. Main Street, Lake Geneva, WI

Renewal Taxi Company License applications filed by the following, contingent upon City Attorney approval of liability insurance requirement:

- 1) N & T Enterprises, Inc., d/b/a Lakes Area Taxi, P.O. Box 382, Delavan, WI
- 2) AI Limousine & Taxi, 515 Prairie View Road, Williams Bay, WI
- 3) Senior Cab Plus, LLC, W3099 Krueger Road, Lake Geneva, WI

- 4) Yellow Cab of Walworth/Hailey Transport LLC, 722 Faryl Avenue #8, Delavan, WI
- 5) All Star Cab, W1044 Evergreen Road, Pell Lake, WI
- 6) Lakefront Shuttle & Services, W3746 Lake View Drive, Geneva, WI

Renewal Carriage Company License application filed by Field Stone Farm Carriage & Pony LLC, 6913 Womack Lane, Burlington, WI

Original 2012-2013 Operator License applications filed by Navninder Toor, Michelle Steadman, Carrin Bowman, Heather Shepperack, Ashwinkumar Patel, Brittany Fish, Jay Bieszk, Randy Horch, LauraAnn Coder, Kaleen Dunn, Caitlin Richert, Rhonda Holden, Lana Marjanovic, Ashley Feest, Tai Spangler, Scott Lindbloom, Myles Mitchell, Danielle Zitzler, Joshua Hughes, Rio Norton, Laura Baldwin, Mary Gagliardi, David Kuhl, Raiyn Wilkinson, Shannon Vavrosa and Ashley Auclair

Renewal Taxi/Trolley Driver License applications filed by Richard Skipper Sr., Ronald Skipper Jr., Ronald Skipper Sr., Larry Rygielski, Goldie Stacey, Kimberly Yanke, Keith Woods, Russell Ford, Martin Blackmore, Thomas Rock, Nancy Rock, Brian Koszykowski, John Albert, Daniel Turner, Jeff Robbins, Nina Thompson, Robert McAllister, Vito Gieron, Marta Gieron, Martin Lee, Jack Gerblich and Gurjit Singh (*approved by the Police Chief; information only*)

Hougen/Hill motion to approve the items on the consent agenda, pending all outstanding liabilities to the City being paid prior to issuance of any licenses. Unanimously carried.

Items Removed from the Consent Agenda

Fireworks Permit Application filed by Mark Wankowski and J & M Displays, Inc. for the use of fireworks on the barges in front of the Riviera for a wedding reception on July 21, 2012, contingent upon approval of an agreed staging area

Kupsik/Hill motion to approve, contingent upon a staging area being approved by the Police Chief, Fire Chief and Geneva Lake Law Enforcement Agency.

Hill/Mott motion suspend rules to allow Bryan Olson from J & M Displays, Inc. to approach the Council. Unanimously carried. Mr. Olson stated the fireworks would be set off as early after dusk as possible. He said it would be a small display and it would last shorter than 10 minutes.

Unanimously carried.

2012-2013 Renewal Operator License applications

Hill/Kupsik motion to recommend approval, pending all outstanding liabilities to the City being paid, except for renewal applications filed by Danielle Bradi and Sophia Sakellariadis. Alderman Mott asked why the two individuals weren't recommended for approval. City Clerk Hawes said the Police Chief has recommended denial of these two applicants based on their background checks. Unanimously carried.

Discussion/Action on the extension of the General Development Plan (GDP) for the North Gate Retail Center planned development filed by KC Northgate, LLC (*Public hearing held 6/11/12*)

Hougen/Wall motion to approve a five-year extension of the General Development Plan (GDP) for the North Gate Retail Center planned development filed by KC Northgate, LLC. Alderman Hougen said he saw no reason why the extension should not be granted. He said the developer will have completed the first two phases of the development during a tough economic period. Mr. Hougen suggested the developer deserved some extra time to complete the third phase. Unanimously carried.

Public hearing on denial of Taxi Driver License renewal application filed by Brian Swaney

City Attorney Draper announced that this item was withdrawn because the current ordinances do not provide the City with enough options for denying a taxi driver license.

Discussion/Action on Taxi Driver License renewal application filed by Brian Swaney

City Attorney Draper announced that this item was withdrawn because the current ordinances do not provide the City with enough options for denying a taxi driver license.

Finance, License and Regulation Committee Recommendations – Alderman Hill

RESOLUTIONS

Resolution 12-R47, amending the Fee Schedule to reflect an increase in parking lot permit fees, increase to Walworth County parking permit fees, update to parking ticket late fee period and addition of the fireworks permit

Hill/Kupsik motion to approve. Chairperson Hill said the proposed resolution would increase the parking lot permit fees and Walworth County parking permit fees to be consistent with the hourly rate of the meters which were increased for 2012. The resolution would also change the parking ticket late fee period to 10 days to be consistent with the ordinance. Chairperson Hill noted the fireworks permit is already on the fee schedule and isn't being changed at this time.

Hougen/Kehoe motion to amend the motion to keep the parking lot permit fees at \$200.00 for seniors age 65 or older. Alderman Hougen asserted that seniors need more parking options. Alderman Hill said she appreciated this concern, but said that she does not agree with the amendment as a way of dealing with a larger problem. Alderman Hill asked how many parking lot permits have been sold this year at the current rate of \$200.00. Administrator Jordan said 11 permits have been sold to date. Alderman Tolar noted the parking ordinances were discussed at the last meeting, but the discussion of senior parking did not come up. Motion failed by vote of 3 to 5, with Aldermen Mott, Hill, Kupsik, Krohn and Tolar opposed.

Roll Call on original motion: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

First reading of Ordinance 12-13, amending Chapter 74, Traffic and Vehicles, regarding limited parking time zone hours

Kupsik/Mott motion to suspend the rules and proceed to second reading of Ordinance 12-13.

Roll Call: Hougen, Wall, Mott, Kupsik and Tolar voted "yes." Hill, Kehoe and Krohn voted "no." The required supermajority for passage having not been achieved, the motion failed by vote of 5 to 3.

First reading only; no action taken.

Discussion/Action on renewal of Health Insurance Plan

Hill/Kupsik motion to approve renewal of the Health Insurance Plan as recommended by Administrator Jordan. Alderman Hill said the City has had a bad year in terms of the number of high claims that were submitted. As a result, the reinsurance policy is set to increase by \$136,788.24. The City budgeted \$425,000.00 for 2012 and will have to add \$91,156.96 to the 2013 budget to cover the increase.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

Discussion/Action on award of EMS medical billing contract with EMS Medical Billing Associates, LLC. (recommended by Police and Fire Commission 6/12/12)

Hill/Mott motion to approve. Alderman Hill said the Police and Fire Commission discussed the proposed contract in detail at its special meeting. She noted that City Attorney Draper was involved with reviewing the contract.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

Discussion/Action on repairing drainage problem at Dunn Field in the amount not to exceed \$3,000.00 (recommended by Public Works Committee 6/14/12)

Hill/Kupsik motion to approve, in an amount not to exceed \$3,000.00, funded by TID #4, subject to approval of a budget resolution. DPW Winkler said there is an ongoing drainage problem at Dunn Field resulting in standing water whenever it rains. He explained the work that would be completed to rectify the issue. Alderman Hougen asked if female or minority owned businesses are typically considered when contracting projects like this. DPW Winkler said there are requirements for considering female and minority owned contractors for larger projects but not for smaller projects like this. Alderman Kupsik expressed support for repairing the drainage problem, noting it has been an issue for quite a while. Alderman Mott agreed.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

Discussion/Action on emerald ash borer treatment program in the amount not to exceed \$10,000.00 (recommended by Public Works Committee 6/14/12 and Tree Board 6/21/12)

Hill/Kupsik motion to approve the emerald ash borer treatment program funded by contingency in an amount not to exceed \$10,000, subject to approval of a budget resolution. Alderman Hill said that as a community that cares about its trees this is a worthy expense to treat the 204 identified ash trees. She noted that the City could apply for grants in future years to help fund this program. Alderman Mott agreed that it is important for the City to treat the trees as opposed to simply removing them. Alderman Kehoe asked if the treatment should be done in the Fall or Spring. DPW Winkler said the City Arborist's recommendation is to treat the trees in the Fall. Alderman Wall asked if treatment would take place on a yearly basis. DPW Winkler said the treatment is designed to last two years, but the City would investigate the success rate of applying the treatment every three years. Alderman Wall asked if the City has planted any ash trees in recent years. DPW Winkler said the City has not planted any ash trees since the emerald ash borer was identified in the U.S. Mayor Connors asked if the urban forestry grant were available to help fund the treatment program. DPW Winkler said there are matching grants available but it is a matter of timing. He said the grant application is due in October and the grant recipients are announced in December. If the City wished to begin the treatment program this Fall, the grant funding would not be available in time for this year.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

Plan Commission Recommendations – Alderman Hougen

Resolution 12-R48, authorizing the issuance of a Conditional Use Permit filed by Michael and Dimitri Anagnos on behalf of Popeye's Restaurant, 811 Wrigley Drive, Lake Geneva, WI 53147, to add outdoor seating with food and beverage service (Outdoor Commercial Entertainment) at 811 Wrigley Drive, Lake Geneva, WI 53147 Tax Key Numbers ZOP 00341, ZOP 00342, ZOP 00343, ZOP 00344 and ZOP 00345 including all staff recommendations and a sunset date after two seasons (expire after December 31, 2013)

Hougen/Hill motion to approve. Alderman Hougen said there was concern about the use of the trailer in the parking lot. He said the trailer would be used to hold the food, not for cooking. Alderman Hill asked about the purpose for the sunset date. Mayor Connors said the purpose for the sunset date is to give the applicant time to figure out how the new dining area could be incorporated into the property's overall design. He added that it would give them a season and a half to design a more permanent set-up. Unanimously carried.

Resolution 12-R49, authorizing the issuance of a Conditional Use Permit filed by Michael Raymond Custom Homes, 300 Cardinal Drive Suite 100, St. Charles, IL 60175 for an addition of a screen porch to an existing residence in the ER-I District using setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147 Tax Key Number ZLM 00019 including all staff recommendations

Hougen/Kehoe motion to approve. Alderman Hougen noted the Plan Commission had a favorable view on the application. Unanimously carried.

Resolution 12-R50, authorizing the issuance of a Conditional Use Permit filed by David Biegemann, 155 Forest Street, Lake Geneva, WI 53147 to allow for food and beverage consumption on the existing patio (Outdoor Commercial Entertainment) at 615-617 W. Main Street, Lake Geneva, WI 53147 Tax Key Number ZOP 00291 including all staff recommendations

Hougen/Hill motion to approve. Mayor Connors stated that the Conditional Use Permit would include the specific hours that were identified in the application. Alderman Hougen noted this is a for a small patio area located west of the building. Unanimously carried.

Resolution 12-R51, authorizing the issuance of a Conditional Use Permit filed by Lyle and Lisa Fitterer, 1040 San Jose Drive, Elm Grove, WI 52122 for construction of a new single family residence in the ER-I District using the setback requirements of the SR-4 District at 63 Hillside Drive, Lake Geneva, WI 53147 Tax Key Number ZYUP 000941 including all staff recommendations

Mayor Connors said the resolution should be revised to reflect the Plan Commission's motion that a second Conditional Use Permit would need to be issued for the final design of the home. Hougen/Wall motion to approve, with the requirement that an additional Conditional Use Permit is required for the final design of the home. Unanimously carried.

Public Works Committee – Alderman Mott

Discussion/Action on rebidding Maple Park and Dunn Field tennis courts construction projects

Alderman Mott said the Public Works Committee has recommended rebidding the tennis courts with the fencing listed as an alternate bid. He said the City first solicited bids for the project in the Fall, but only one bid was received. He said the Committee is recommending rebidding the project with the hopes of getting three bids. Alderman Hill asked why only one bid was received. DPW Winkler said he believed it was because it was an asphalt project and there are not many nearby businesses that do asphalt work. He added that it is often not practical for asphalt companies located far outside of town to bid. Mr. Winkler said he is hoping to generate more interest from contractors this time around. Alderman Kupsik said he supported rebidding the project because the courts are over 25 years old and have not undergone any major repairs. Alderman Wall asked if Mr. Winkler believed the bids would be less than the initial bid the City received in the Fall. DPW Winkler said the bids could be higher this time due to the increased cost of oil.

Hill/Kupsik motion to instruct staff to rebid the project. City Attorney Draper noted the Council would need six votes to reject the bids.

Roll Call: Hougen, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Wall voted "no." Motion carried by vote of 7 to 1.

Presentation of Accounts

Hill/Kupsik motion to approve Prepaid Bills in the amount of \$1,782.05.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

Hill/Kupsik motion to approve Regular Bills in the amount of \$104,203.91.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

Mayoral Appointments – Mayor Connors

Appointment of Ron Berndt to the Communications Committee for the term expiring May 1, 2013.

Kupsik/Mott motion to approve. Unanimously carried.

Closed Session

Mott/Kehoe motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Kyle Schultz by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter (City Attorney Draper).

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted "yes." Unanimously carried.

The Council entered into Closed Session at 8:17 p.m. Also present: Administrator Jordan, City Attorney Draper and City Clerk Hawes.

Kehoe/Tolar motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted “yes.” Unanimously carried. The Council reconvened in open session at 8:34 p.m.

Kupsik/Wall motion to deny the Operator License application filed by Kyle Schultz.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Krohn and Tolar voted “yes.” Unanimously carried.

Adjournment

Hill/Mott motion to adjourn at 8:36 p.m. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL



OFFICE OF THE CITY CLERK

MICHAEL HAWES

626 Geneva Street

Lake Geneva, WI 53147

(262) 249-4092 / mhawes@cityoflakegeneva.com

Date: July 6, 2012
To: Finance, License and Regulation Committee
Re: FLR Staff Report – July 9, 2012

I will not be in attendance for the Finance, License and Regulation Committee on July 9, 2012, as I will be at the Clerk/Treasurers Institute in Green Bay. Below is some information on the items you will see on the July 9th agenda:

1. LICENSES & PERMITS

- A. Original Class “B” Fermented Malt Beverage and “Class C” Wine License Application filed by CSTR Hospitality LLC. d/b/a Lottie’s on the Lake, 835 Wrigley Drive, Lake Geneva, Chad Steen, Agent**

This is an application for a license to serve beer and wine at a new business called Lottie’s on the Lake, located at 835 Wrigley Drive. This is a non-quota license. They are eligible for the Class C restaurant wine license as long as more than 50% of their sales are prepared food items. The application appears to be sufficient and the agent has been approved by the Police Chief.

- B. Amendment of “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License filed by American Legion Post #24, 735 Henry Street, Lake Geneva, to include fenced outdoor yard area during car show on July 28, 2012 from 9:00 a.m. to 6:00 p.m.**

The American Legion submitted a request in writing to extend the premises of its alcohol license to include its fenced outdoor yard area during the period of their car show event only.

- C. Street Use Permit Application filed by John Parisi on behalf of Southwind Prairie Apartments, 775 Southwind Dr., Lake Geneva, to use Southwind Drive for a block party on July 28, 2012 from 9 a.m. to 12 midnight**

The application appears to include the necessary items, including the petition and certificate of insurance.

- D. Temporary Class “B” License application for the sale of fermented malt beverages and wine at St. Francis De Sales Church, 148 W. Main Street, Lake Geneva, for Fall Festival/Pig Roast on September 16, 2012**

Temporary alcohol licenses can be issued to bona-fide civic organizations and church groups for events of limited duration. There is limit of two (2) temporary *wine* licenses per year, per applicant. This would be the second one issued to St. Francis de Sales within a one year period (the last one was Italian Festival on January 28, 2012). The applicant informed me that they will have licensed operators at this event serving the alcohol.

E. Original 2012-2013 Operator License applications

The applicants were reviewed by the Police Chief and recommended for approval.

F. Original Taxi/Trolley Driver License applications filed by Glen Loux (*approved by the Police Chief; information only*)

The applicant was approved by the Police Chief; this item is for information only, no action is needed.

2. ORDINANCES

A. First reading of Ordinance 12-14, amending Chapter 86, Vehicles for Hire, of the Lake Geneva Municipal Code regarding taxicab driver's license requirements

The purpose of this ordinance is to provide a process for the Police Chief's review of taxicab driver applications. Section 9 also outlines an appeals process. The language was taken from the City of Madison's ordinance.

CITY OF LAKE GENEVA

ALCOHOL LICENSE CHECKLIST

CHECKLIST MUST BE SUBMITTED BY EACH APPLICANT SEEKING A NEW ALCOHOL LICENSE. INCOMPLETE APPLICATIONS WILL BE REJECTED.

Applicant/Agent Name: CSTR HOSPITALITY L.L.C. / CHAD STEEN
 Business Name and Address: LOTTIE'S ON THE LAKE
 Type of Alcohol License(s) Sought: B Beer / C Wine

Applicant	Office Use	Item
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Discuss with City Clerk (or Deputy Clerk) the desired alcohol license and proposed use.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Original Alcohol Beverage Retail License Application (AT-106) Thoroughly complete questions 1-14 and complete the box in the upper right corner. Application can be notarized at City Hall.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Auxiliary Questionnaire (AT-103). Thoroughly complete the top sections and questions 1-6. A copy must be submitted for each officer, director, member, manager or agent of the corporation, LLC, or non-profit organization. Application(s) can be notarized at City Hall.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Agent Schedule (AT-104). Thoroughly complete the top section and the "Acceptance by Agent" section.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$25 publication fee payable to the City of Lake Geneva and due upon application.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Proof of Completing Responsible Beverage Server Training Course. Individuals, partners and agents of corporations and LLC's must have successfully completed an approved responsible beverage server training course within the past two years. <i>Does not apply to individuals who held, or were an agent of a corporation or LLC that held a liquor license within the past two years. Holds of 4 lig. lic. in Elkhorn</i>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Proof of Residency. Applicants must have resided 90 days continuously in this state prior to the date of application. Proof of residency could include voter registration, motor vehicle registration, driver's license, residential lease or purchase agreement, or income tax records. <i>Officers, directors, members or managers of corporations or LLCs are not required to meet the State residency requirement.</i>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Proof of Wisconsin Seller's Permit. Can be a copy of a letter, e-mail or website from the State of Wisconsin proving that the applicant is in good standing for sales tax purposes and holds a valid seller's permit.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Map of premises. Applicant must submit a map of the premises, identifying the building(s), room(s), and/or land area under his/her control where alcohol beverages will be sold, served, consumed, or stored. Map does not need to be drawn to scale but should include a small compass arrow showing which direction is north.

Applications (AT-106, AT-103, AT-104) may be obtained at City Hall or from the Wisconsin Department of Revenue website, <http://www.revenue.wi.gov/forms/alcohol>.

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning _____ 20 _____
ending _____ 20 _____

TO THE GOVERNING BODY of the: Town of } Lake Geneva
 Village of }
 City of }

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

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Chad Steen

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

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>Member</u>	<u>Chad Steen 602 E. Market St. #103 Elkhorn, WI 53121</u>	
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>Chad Steen</u>		
Directors/Managers			

3. Trade Name Lottie's on the Lake Business Phone Number _____
4. Address of Premises 835 Wiegley drive Post Office & Zip Code Lake Geneva 53147

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state Wisconsin and date 4-29-2012 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
- (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

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

10. Legal description (omit if street address is given above): _____
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? _____

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]. Yes No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 14th day of June, 20 12

Artho M. Roensper
(Clerk/Notary Public)

My commission expires 8-17-14

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>6-14-12</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Steen		Chad		Edward	
Home Address (street/route)		Post Office	City	State	Zip Code
6002 E Market St #103			Elkhorn	WI	53121
Home Phone Number		Age	Date of Birth	Place of Birth	
262-903-9946		39	01-13-1973	ILL	

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

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- Member of CSTR Hospitality LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 30 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

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

Employer's Name	Employer's Address	Employed From	To
Cotton Exchange	Waterford, WI	2002	2004
Lake Lawn Lodge	Delavan, WI	1991	2002

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

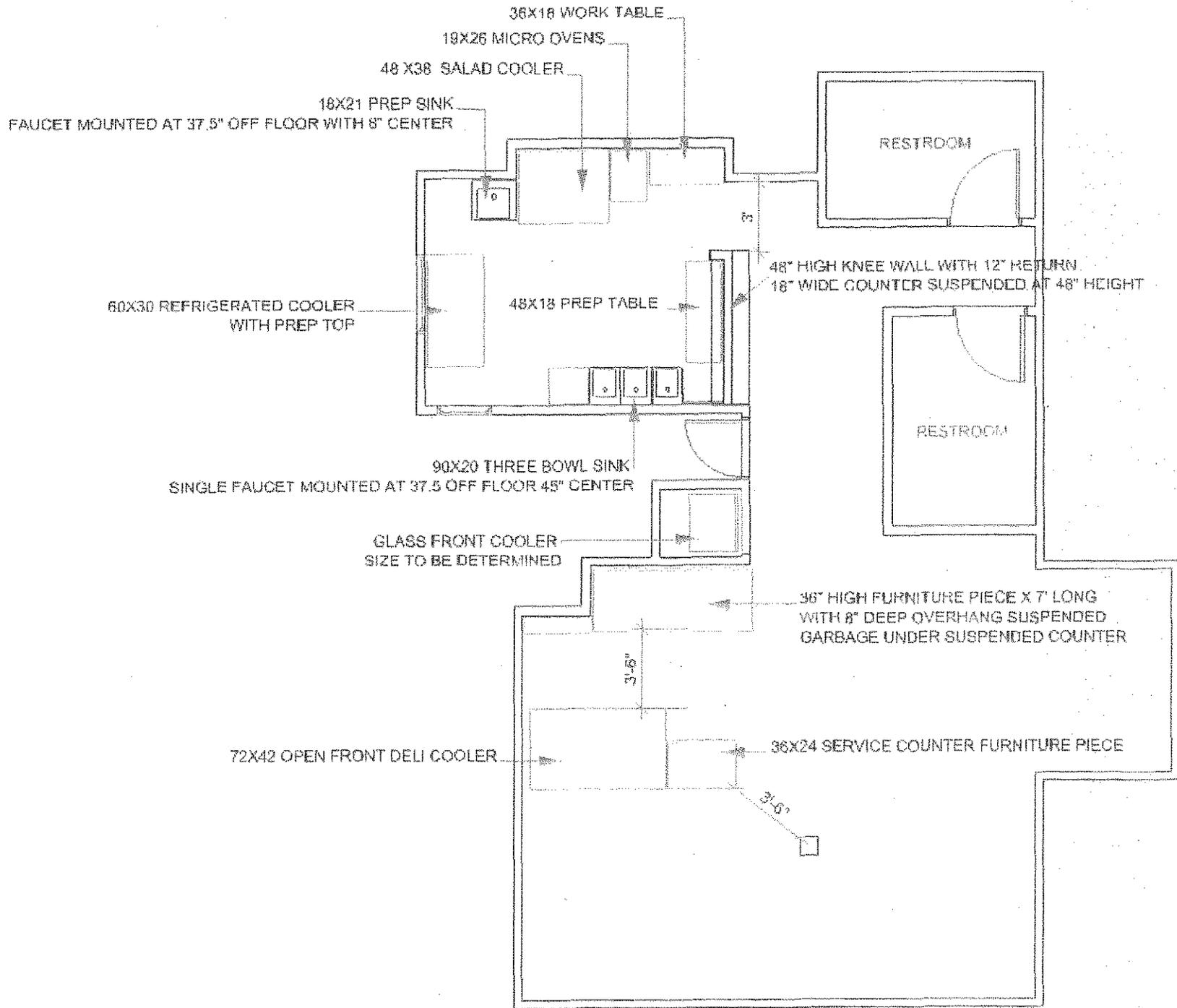
this 14th day of June, 2012
Artis M. Roenspies
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires 8-17-14



Printed on Recycled Paper





WISCONSIN DEPARTMENT OF REVENUE
 PO BOX 8902
 MADISON, WI 53708-8902

State of Wisconsin • DEPARTMENT OF REVENUE

REGISTRATION UNIT
 2135 RIMROCK RD PO BOX 8902 MADISON, WI 53708-8902
 PHONE: 608-266-2776 FAX: 608-261-6248
 EMAIL: sales10@revenue.wi.gov WEBSITE: www.revenue.wi.gov

THOMAS F ROEPSCH, CPA
 CSTF HOSPITALITY LLC
 600 E. MASON STREET STE 303
 MILWAUKEE WI 53202

Letter ID: L0942522912
 Batch Index: 1549136384-84

Wisconsin Department of Revenue

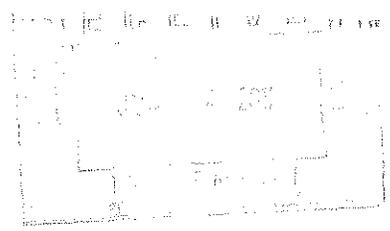
Seller's Permit

LEGAL/REAL NAME:

CSTR
 CSTF HOSPITALITY LLC

BUSINESS NAME:

835 WRIGLEY DRIVE
 LAKE GENEVA WI 53147



The seller whose name appears above is authorized to engage in the business of selling tangible personal property and taxable services at the location shown. This permit is not transferable and is not valid at any other location. This permit must be conspicuously displayed at the place of business for which issued. Return this permit to the Department if you discontinue sales of taxable property and services at this location.

If your business is not operated from a fixed location, such as craft shows, flea markets, etc., this permit should be displayed or carried with you to the various events.

Tax Type	Account Type	Account Number
Sales & Use Tax	Seller's Permit	456-1027886300-02

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

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

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

The undersigned duly authorized officer(s)/members/managers of CSTR Hospitality LLC.
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
Lottie's on the Lake
(trade name)

located at 835 Wrigley Drive, Lake Geneva, WI, 53147

appoints Chad Steen
(name of appointed agent)
602 E. Market St. #103 Elkhorn, WI 53121
(home address of appointed agent)

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

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).
Roni LLC, DBA Fiddlesticks Cafe, Elkhorn, WI.

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 30 years

Place of residence last year same

For: CSTR Hospitality LLC.
(name of corporation/organization/limited liability company)

By: [Signature]
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Chad Steen, hereby accept this appointment as agent for the
(print/type agent's name)

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

[Signature] 6-14-12 Agent's age 39
(signature of agent) (date)

602 E. Market St #103 Elkhorn, WI 53121 Date of birth 01-13-1973
(home address of agent)

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

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

Approved on 6-19-12 by [Signature] Title Police Chief
(date) (signature of proper local official) (town chair, village president, police chief)



FRANK KRESEN POST 24
Memorial Building

P.O. BOX 24
LAKE GENEVA, WI 53147

June 13, 2012

Lake Geneva City Council:

The American Legion Post 24, located at 735 Henry Street, in the City of Lake Geneva is requesting an extension of our premise for our Liquor License on Saturday, July 28, 2012 from 9:00am until 6:00pm for our Car Show that will be held in our fenced in outdoor yard area.

Thank you.

Sincerely,

Charles Schiehlein
Commander

CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION



PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Application Checklist:

- Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured. The insurance shall include coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence. The certificate of insurance shall provide a thirty-day written notice to the city upon cancellation, nonrenewal or material change in the policy.
- Petition designating the proposed area of the street to be used and time for such proposed use, such petition to be signed by not less than 51% 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. (Please see the attached sample form.)
- Application Fee of \$40.00. Events lasting longer than two days require a fee of \$100.00. Fees are payable to the City of Lake Geneva and are due upon application.
- Completed Park Board Permit Application if the proposed event requires reservation of park space. Park Permit applications must be made at least six (6) weeks in advance of the event.
- Completed Parade & Public Assembly Application if the proposed event is open to the public.

EVENT INFORMATION

Applicant Name: Southwind Prairie
Organization Name: John Parisi
Mailing Address: 775 Southwind Dr
City, State, Zip: Lake Geneva WI. 53147
Phone: 815.245.7096 Fax: _____
Event Chair/Contact Person: John Parisi
Chair/Contact Phone: 815. ~~440.245~~ 245.7096
Title of Event: BLOCK PARTY

Date of Event: Saturday 7/28/2012
Location of Event: Southwind Prairie Street
Hours: 9 AM Midnight
Start Time End Time

Day of Event Contact Name: John Perisi Phone: 815. 245.7096

Estimated Attendance Number: 300

Basis for Estimate: Door to door survey

Brief Description of Event and proposed Street Use: BBQ, DJ, Volley ball, games, food, fun times

Description of signage to be used during event (including dimensions): Barriers blocking street say closed.

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Do you anticipate the event will require additional services from the City of Lake Geneva, including police, fire protection, EMS, or streets? YES NO
If Yes, please explain: _____

2. Will the event require reservation of City park space? YES NO

John Perisi
SIGNATURE OF APPLICANT

6/27/2012
DATE

For Office Use Only

Date Filed with Clerk: 6-28-12
Total Amount: \$ \$40.00
Forwarded to Police Chief: 6-28-12
Recommendation: R Approved Denied
FLR Approval: _____
Council Approval: _____
Permit Issue Date: _____
Permit Number: _____
Copies Provided to: Police Chief Fire Chief
Street Superintendent Parking Department

Building # 721

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #

SIGNATURE

SIGNATURE

101

Bernadette Keller

102

Claire Cook

103

MJ

Bob Cook

104

201

202

Mallory Estua

203

Alan Fry

Alan Fry

204

Robert Peterson

205

John

206

MISHEL VILVARELLO

Mishel Vilvarello

NH

207

NH

208

Building # 625

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #	SIGNATURE	SIGNATURE
<u>101</u>	<u>Sharon Johnson</u>	<u>Sharon Johnson</u>
<u>102</u>	<u>Michelle</u>	
<u>103</u>	<u>Joe S. Johnson</u>	
<u>104</u>		
<u>201</u>		
<u>202</u>		
<u>203</u>	<u>David Wohlman</u>	<u>James Wohlman</u>
<u>204</u>		
<u>205</u>		
<u>206</u>	<u>Kevin Gitter</u>	
<u>207</u>		
<u>208</u>		

Building # 700

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #	SIGNATURE	SIGNATURE
101	<u>Vanessa B...</u>	_____
NH 102	_____	_____
103	<u>Paul ...</u>	<u>Sandra ...</u>
104	<u>Sharon Chapman</u>	<u>Jan Chapman</u>
201	<u>Paul Wise</u>	_____
202	<u>Paul ...</u>	_____
203	GD <u>Lin ...</u>	_____
NH 204	_____	_____
205	_____	_____
206	<u>Wade ...</u>	_____
207	<u>John C Parisi</u>	<u>Chris ...</u>
NH 208	_____	_____
_____	_____	_____
_____	_____	_____

Building # 640

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #	SIGNATURE	SIGNATURE
<u>101</u>	<u>D. Beecher</u>	<u>Robert Beecher</u>
<u>102</u>	_____	_____
<u>103</u>	_____	_____
<u>104</u>	<u>Stephen Geyer</u>	<u>Kathleen Geyer</u>
<u>201</u>	_____	_____
<u>202</u>	<u>Kurtz</u>	_____
<u>203</u>	<u>Katie</u>	<u>Mike Talav</u>
<u>204</u>	<u>See below</u>	_____
<u>205</u>	<u>John</u>	<u>Brian Wrijsten</u>
<u>206</u>	_____	_____
<u>207</u>	<u>Michael Hunt</u>	<u>Samuel Hunt</u>
<u>208</u>	<u>Lynn Jacobson</u>	<u>Lynn Jacobson</u>
208	_____	_____
<u>209</u>	<u>Donald Kampman</u>	<u>James W. Marks</u>

Building # 651

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #	SIGNATURE	SIGNATURE
<u>101</u>	<u>Hea Vansel Wood</u>	
<u>102</u>		
<u>103</u>	<u>Micho. Hin</u>	
<u>104</u>		
<u>201</u>	<u>John [unclear]</u>	
<u>202</u>		
<u>203</u>	<u>[unclear]</u>	
<u>204</u>	<u>[unclear]</u>	
<u>205</u>		
<u>206</u>		
<u>207</u>	<u>[unclear]</u>	
<u>208</u>	<u>always [unclear]</u>	

Building # 750

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #

SIGNATURE

SIGNATURE

101

James M. Roloff

102

Marie Dastoli

103

Alie Nook

[Signature]

WICKY

104

201

Digal Kriston

202

Graves

[Signature]

203

[Signature]

204

Karen Brinker

205

[Signature]

Michael Zimmerman

206

[Signature]

[Signature]

207

Homer Lilo

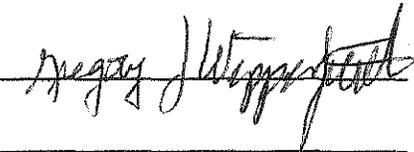
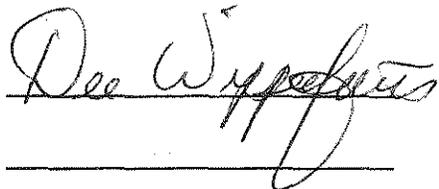
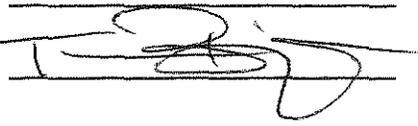
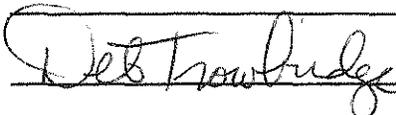
208

[Signature]

Erin Koepke

Building # 670

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #	SIGNATURE	SIGNATURE
101		
102		
103		
104		
201	Monica Bjork	x
202		
203		
204		
205		
206		
207	Debra Sweet	
208		

Building # 681

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #

SIGNATURE

SIGNATURE

101

[Handwritten signature]

102

103

Mehle A Kaminski

104

201

Cy Stahl

202

203

Elizabeth Gardner

204

Sandra Dunlop

205

Joe Dwyer

206

Jeanne Struth

207

Suzy + CAROL

208

Ray Hill

[Handwritten signature]

Building #

~~657~~

Asking residents to sign this petition for approval to close Southwind Prairie Street on Saturday July 28, 2012 from 9AM until Midnight for the Block Party. Signs will be posted and barricades will be used to close the street off to traffic.

APT #

SIGNATURE

SIGNATURE

101

sd

102

103

104

201

202

203

204

205

206

721 - 207

[Signature]

208



CERTIFICATE OF LIABILITY INSURANCE

OP ID CO

DATE (MM/DD/YYYY)

07/01/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Johnson Insurance - Racine 555 Main St., Suite 291 Racine WI 53403 Phone:262-321-2300 Fax:262-619-2805	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
INSURED Southwind Prairie III c/o Keefe Real Estate P.O. Box 460 Lake Geneva WI 53147	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	Cincinnati Insurance Company	
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> GENERAL LIABILITY			ENP0075368	04/15/11	04/15/12	EACH OCCURRENCE	\$ 1000000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 5000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 1000000
	<input type="checkbox"/> POLICY	<input type="checkbox"/> PRO-JECT	<input type="checkbox"/> LOC				GENERAL AGGREGATE	\$ 2000000
							PRODUCTS - COMP/OP AGG	\$ 2000000
								\$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY			ENP0075368	04/15/11	04/15/12	COMBINED SINGLE LIMIT (Ea accident)	\$ 1000000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS							\$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS							\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		ENP0075368	04/15/11	04/15/12	EACH OCCURRENCE	\$ 2000000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE	\$ 2000000
	<input type="checkbox"/> DEDUCTIBLE							\$
	<input checked="" type="checkbox"/> RETENTION \$ 0							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT	\$
	if yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER <p style="text-align: center;">CITYLA5</p> City of Lake Geneva 626 Geneva Street Lake Geneva WI 53147	CANCELLATION 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 

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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: 7/2/12

Town of Village of City of 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. Stat.

at the premises described below during a special event beginning 9-16-12 and ending 9-16-12 and agrees to comply with all law, resolution, 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

(a) Name St. Francis de Sales

(b) Address 148 W. Main St.
Street Town Village City

(c) Date organized 1848

(d) If corporation, give date of incorporation 3-15-1915

(e) Names and addresses of all officers:

President Archbishop Jerome Listecki

Vice President Very Rev. James T. Schuerman

Secretary William Ring

Treasurer William Rorig

(f) Name and address of manager or person in charge of affair: Kathie Murray
11898 Birches Dr. Lake Geneva 262-249-0581

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 148 W. Main St.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(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 Fall Festival / Pig Roast

(b) Dates of event 9-16-12

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 James J. Schuerman
(Signature/date)

Officer William Rorig
(Signature/date)

St. Francis de Sales Church
(Name of Organization)

Officer William Ring
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 7-2-12

Date Reported to Council or Board 7-9-12

Date Granted by Council _____

License No. _____

8200 CK 2044

City of Lake Geneva

Operator's Regular

<u>Issued</u>	<u>License No</u>	<u>Tag No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>	<u>Retained</u>
7/09/2012	2012 - 255		Carolyn M. Grice	W3314 Park Dr.	50.00	
7/09/2012	2012 - 254		Allen Markus Swan	N1221 Laurel Dr	50.00	
7/09/2012	2012 - 22		Amanda M. Gyger	1598 Mill Street, P.O. Bo	50.00	
7/09/2012	2012 - 258		Lukas Hilger	330 E Lawn Court	50.00	
7/09/2012	2012 - 23		Nancy S. Dvonch	3117 W. Meadow Ln.	50.00	
7/09/2012	2012 - 21		Peggy J. Zabler	N3350 Laurel Road	50.00	
7/09/2012	2012 - 257		David O'Brien	N2128 Clover Road	50.00	
Operator's Regular			Count:	7	Totals for this Type:	350.00

CITY OF LAKE GENEVA AGENDA ITEM REQUEST FORM

PLEASE ATTACH ANY INFORMATION THAT YOU WOULD LIKE INCLUDED IN
THE AGENDA PACKET.

1. Name of individual(s) requesting agenda item. (Per § 2.42(c) of the municipal code, agenda item request must be submitted by two Aldermen, Mayor or Administrator and must be received by the City Clerk at least two Fridays prior to the scheduled City Council meeting.)

Gary Hong

2. Item requested to be placed on agenda. (Please list as you would like to see it on the agenda.)

Presentation on economic viability & request for funding of Geneva Theater renovation / restoration

3. Committee, Board or Commission which you are asking to review this item.

City Council

4. Date of meeting(s).

July - not same night as Excel Eng meeting

Signature: *S. Hong*

Date: *6/12/12*

Signature: *Amal Hill*

Date: *6-22-12*

For Office Use Only

Date Received by Clerk: *6-22-12*

Committee/Council and Meeting Date Scheduled: *July 9 Council meeting*

Notes: *Friends of Geneva Theater to give presentation*

Copies Provided to: *City Administrator*

BE A PART OF "THE DREAM" TO RESTORE THE GENEVA THEATER



NEAL ASPINALL

THE FRIENDS OF THE GENEVA THEATER

A 501(C)(3) TAX-EXEMPT CHARITABLE CORPORATION

CONTACT: KEN ETTEN @ (262) 248-8391 EXT. 12 OR
VISIT OUR WEB SITE: WWW.FRIENDSOFGENEVATHEATER.ORG

**RESTORING THE GENEVA THEATER AS
THE LAKE GENEVA CULTURAL ARTS CENTER**

A PROPOSAL TO THE LAKE GENEVA CITY COUNCIL

FROM

THE FRIENDS OF THE GENEVA THEATER, INC.¹

JULY 9, 2012

EXECUTIVE SUMMARY

The Friends of the Geneva Theater, Inc. ("Friends") recommends that the Lake Geneva City Council purchase the historic Geneva Theater using available TIF funds. Lake Geneva has an active arts community, and visual and performing arts organizations contribute substantially to Lake Geneva's tourism economy. Today, these arts organizations do not have attractive venues in downtown Lake Geneva to perform and exhibit for residents and visitors. Under a long-term lease from the City, Friends will raise private funds to renovate the Theater, establishing the Lake Geneva Cultural Arts Center. In partnership with community arts organizations, Friends will administer the Center as a non-profit, self-sustaining venue for visual and performing arts programs.

- Arts organizations are important contributors to the Wisconsin economy (see Attachment A).
- Lake Geneva has active visual and performing arts individuals and organizations, but they are limited by the absence of a central, visible structure which symbolizes the arts in Lake Geneva and attracts broader audiences (see Attachment B).
- An attractive cultural arts center in downtown Lake Geneva will benefit the hotels, restaurants, shops, and other businesses which are built upon tourism (see Attachment C).
- Other communities in Wisconsin and Illinois have adapted historic buildings to create cultural arts center showcasing performing arts, visual arts, arts education, and community culture and history (see Attachment D).
- The Lake Geneva Cultural Arts Center can be established in the historic Geneva Theater if the building is renovated, and inviting and well-equipped spaces are designed to serve 21st Century goals. The original 1928 building can be renovated to provide a state-of-the-art, 500-seat theater for live theater, music, and cultural events; the 1975 addition to the Theater can be renovated to provide an exhibition gallery for area artists, space for art classes, and a site for public and private events (see Attachment E).
- Renovation of the Geneva Theater to serve as the Lake Geneva Cultural Arts Center will require approximately \$1.25 to \$1.5 million. The Friends of the Geneva Theater Inc. will raise

¹ The Friends of the Geneva Theater, Inc. was incorporated in 2011 and designated by the IRS as a 501(c)(3) non-profit organization. All officers and directors are residents of Lake Geneva.

renovation funds from private individuals, corporations, foundations, and government programs. If the Theater is accessible by January 1, 2013, the Lake Geneva Cultural Arts Center will open on May 23, 2014, opening the Memorial Day weekend (see Attachment F).

- The Lake Geneva Cultural Arts Center, owned by the City of Lake Geneva, will be administered by The Friends of the Geneva Theater, Inc., as a self-sustaining venture under a long-term lease. Performances by local arts organizations and visiting musical and theatrical groups, and ongoing exhibits and art classes led by area artists, will attract local and visiting audiences (see Attachment G).

* * *

I. Arts organizations are important contributors to the Wisconsin economy.

On June 11, 2012, the Wisconsin Arts Board released its report *The Economic Impact of Nonprofit Arts and Culture Organizations and their Audiences in the State of Wisconsin*, with data on 2010 spending by non-profit arts and culture organizations (organizations recognized by the IRS as being tax-exempt) and their audiences.² Statewide, the Arts Board estimated that nonprofit arts and culture organizations spent \$340,084,218 in 2010, and their audiences spent (in addition to ticket purchases) an additional \$195,084,268, for a total statewide economic activity of **\$535,168,486**.

The elements of this arts economy are clear: 8,567,182 Wisconsin residents and 806,103 non-residents attended arts and culture events in 2010. In addition to money spent for their tickets, audiences spent money for meals and refreshments, for souvenirs and gifts, for ground transportation, for overnight lodging, and other expenses; **state residents spent an event-related average of \$17.73 per person, and non-residents spent \$33.02**. The arts and culture organizations spent money in more than 40 categories, including labor, local and non-local artists, operations, materials, facilities, and asset acquisition: **22,872 Full-Time Equivalent jobs, \$479,463,000 in household income paid to residents, \$29,685,000 in revenues generated to local governments, and \$35,237,000 in revenues for state government**.

The Wisconsin Arts Board report summary is included as Attachment A; the full 30-page report is available at www.ArtsBoard.Wisconsin.gov.

II. Lake Geneva has active visual and performing artists and organizations, but they are limited by the absence of a central, visible structure which will serve as a symbol of the arts in Lake Geneva and attract broader audiences.

Artists, photographers, sculptors, writers, poets, actors, singers, musicians, and dancers contribute to the life of a community. Most members of the Lake Geneva arts community do not derive their primary income from their art, but it is a source of joy, satisfaction, and (for many) supplemental income. Hundreds of adult residents participate in visual or performing arts groups, and many others – adults and children – enjoy arts classes. Visitors to Lake Geneva today will encounter their work or their performances in widely-dispersed places – in schools and churches, in resorts and restaurants, on tour boat dinner cruises, in Flatiron or Library Park, etc. The Geneva Theater used to host live theater and

² The Arts Board has identified approximately 1,219 eligible nonprofit arts and culture organizations in Wisconsin. The *Economic Impact* report is based on data from 326 organizations (27%) and 4,595 surveys collected from attendees to nonprofit arts and culture performances, events, and exhibitions during 2011. Estimates of audience expenditures were derived from a number of communities: La Crosse, Eau Claire County, Marathon County, Dane County, the Greater Fox Cities Region, and the Greater Milwaukee Region.

music, but theater groups can now perform only in restricted spaces in resort hotels or in other communities. Some visual artists sell their works through area art dealers, but others can only exhibit in the Geneva Lake Art Association's rented space in the North Shore Pavilion building, a space that does not attract significant traffic.

Lacking a building which facilitates their work and symbolizes their presence in the community impacts the work of visual and performing artists, as illustrated by letters in Attachment B:

"There really is no one place that houses all the creative arts ... no one place where the arts can collectively educate, entertain, and enlighten people from in and outside of our community....A Community Cultural Arts Center in downtown Lake Geneva would promote the Lake Geneva area and beyond as a destination for arts and culture." (From the Cottage Productions)

"Our Spirit of the Lakes chorus members are very interested in using this facility as a performance venue once refurbishing and remodeling are complete."

The Lake Geneva Symphony Orchestra "holds weekly rehearsals throughout its [September through May] season. Presently we are subject to scheduling conflicts at our rehearsal venues that require us to change locations, occasionally on short notice... Having a permanent home [in the Geneva Theater] would be a great benefit to the LGSO's mission. It would relieve our organization of current scheduling burdens. More importantly, it would allow LGSO to acquire more and better quality instruments that would improve the quality of our performances."

III. An attractive cultural arts center in downtown Lake Geneva will benefit the motels, restaurants, shops, and other businesses which build and are built upon tourism.

Arts organizations see a cultural arts center as a way to facilitate their work and increase their audiences, but Lake Geneva businesses agree with the estimates of the Wisconsin Arts Board: visitors to arts and culture events spend money. Some events at the Cultural Arts Center may attract new visitors, visitors who would not otherwise come to Lake Geneva, but the Lake Geneva businesses whose letters are included in Attachment C see the result differently: the Cultural Arts Center will cause residents and visitors to stay longer, spend more, and generally have a better Lake Geneva experience:

"Having a place for events from theater performances and concerts to local high school graduations would most certainly bring our local people back into town and increase pride in our community... A cultural center with activity throughout the year, not just during the summer would designate Lake Geneva as a year-round destination for tourism rather than just a summer location. Businesses would be willing to stay open later to accommodate visitors and in turn we would fill our hotel rooms, draw quality restaurants, boutiques and shops..." (Abbellimento at Lake Geneva)

"Your plan to open a restored theater as a community cultural arts center will not only preserve one of the city's few remaining historic commercial structures but will bring an even broader range of people to the downtown area. Many people visit the Geneva Lake Art Association's summer Art in the Park, but few visit (or even know about) its current gallery in the North Shore Pavilion. Many local organizations present music or theatrical productions during the year, but because they are scattered among many locations, few residents or visitors know that they are available. A restored and modern cultural arts center will once again give Lake Geneva's downtown a prominent focus for its visual arts... and a venue for musical and theatrical performances..." (Baker House/Maxwell Mansion)

"We are thrilled at the idea of offering our guests a musical and theatrical venue, especially within walking distance of our location! Having events downtown is a huge draw for our business, whether for couples, educational groups or business groups, it is imperative that we offer activities that interest every age group... The amount of money that will be returned to the City of Lake Geneva via parking revenue and additional hotel tax dollars will outweigh the amount of money being requested to purchase the property." (Harbor Shores on Lake Geneva)

"There was no question that this landmark facility would be an asset to the community if developed into an arts center including at least a portion of the building for use as a theater." (Lake Geneva Economic Development Corporation)

".. [the Theater] could be a significant asset to our town and the Lake Geneva area as a whole." (Keefe Real Estate)

"Your plan to restore and open the building will not only preserve one of the area's few remaining historic commercial structures, but will bring an even broader range of people to the area..." (Lakeland Builders Association)

"Any activities and attractions, such as a cultural arts center, that enhance the community can only be beneficial to all local businesses." (Lake Lawn Resort)

"Financially, reviving the Geneva Theater as a community cultural arts center would bring more people into Lake Geneva which would help our local government funds and all small businesses alike... In addition, I have artists that have worked for me since we opened in 2008 and I would love for them to have a venue that they would be able to proudly share their music, canvasses, and theatrical presentations." (Sopra An American Bistro)

IV. Other communities in Wisconsin and Illinois have adapted historic buildings to create cultural arts centers showcasing performing arts, visual arts, arts education, and community culture and history.

Around Wisconsin and northern Illinois, communities have linked the goals of preserving historic buildings, increasing tourism, and supporting arts and culture, developing cultural arts centers in historic buildings. Attachment D offers profiles of seven of these centers, all based in small or medium-sized communities. The centers vary in their links with local government, the arts emphasized in their programs, and their mixture of local and regional or national talent. As sketched in the profiles, each center has been built and maintained through the efforts of community residents and organizations to raise funds for restoration and modernization, through mixes of local and visiting artists, and through armies of volunteer ushers, guides, docents, fundraisers, and brownie-bakers. Over the years, each center has experimented with its program offerings, and with different mixes of the works of local arts groups and traveling artists, attracting both a local audience and visitors. As will be discussed below in our business plan for the Lake Geneva Cultural Arts Center, these centers have been essentially self-supporting, with budgets fluctuating with the success of recent offerings, with annual or occasional fund drives to cover special needs, and an overarching community partnership orientation. The table below summarizes primary characteristics of these seven centers.

CENTER	STRUCTURE	PROGRAM EMPHASES ³
Cedarburg Cultural Center, Inc. Cedarburg WI (Ozaukee County)	Private	History, visual arts, arts education
Mineral Point Opera House Mineral Point WI (Iowa County)	Private, tenant in City Hall	Performing arts
Raue Center for the Arts, Inc. Crystal Lake IL (McHenry County)	Private, tenant of public authority	Performing and visual arts, arts education
Stoughton Opera House Stoughton WI (Dane County)	City agency	Performing arts
Mabel Tainter Center for the Arts Menomonie WI (Dunn County)	Private	Performing arts, local culture
Third Avenue Playhouse Sturgeon Bay WI (Door County)	Private	Performing arts, performing arts education
Woodstock Opera House Woodstock IL (McHenry County)	City agency	Performing arts, public events ⁴

V. The Lake Geneva Cultural Arts Center can be established in the historic Geneva Theater if the building is brought into compliance with codes, and inviting and well-equipped spaces are designed to serve 21st Century goals. The original 1928 building can be renovated to provide a state-of-the-art, 500-seat theater for live theater, music, and cultural events; the 1975 addition to the Theater can be renovated to provide an exhibition gallery for area artists, space for arts classes, and a site for public and private events.

We have shown that performing and visual arts contribute to local economies, that arts groups in Lake Geneva lack facilities and a central physical presence in the community, that community businesses recognize the economic potential of a downtown cultural arts center, and that area communities have adapted historic structures to provide homes for arts programs. The availability of the Geneva Theater, for eighty years a part of the history of Lake Geneva, now provides an opportunity for the city to create its own cultural arts center. Where the closed theater now stands as a conspicuous void, the re-lit theater marquee will be a bright beacon in the downtown area, especially during the winter months, and the Lake Geneva Cultural Arts Center's theatrical performances, chamber music concerts, art exhibitions, and classic film showings will contribute immensely to downtown Lake Geneva. As detailed in Attachment E, the now-vacant theater building can be remodeled to serve the needs of both the performing and visual arts at lower cost than purchasing land and constructing a new building. The building is structurally sound, but roofing, electrical, and mechanical systems must be replaced to meet

³ All centers also rent out venues for private events.

⁴ The Woodstock Opera House unit also includes the Woodstock City Band and public events in the Woodstock Square.

modern standards and building codes. The original building constructed in 1928, once the original balcony is restored, can provide a 500-seat theater for theater, dance, chamber music, movies (i.e., "classic" or "art" films), and public lectures. The 1975 addition can provide a gallery for the visual arts, arts classrooms for children and adults, and a multi-purpose space for public or private events (a balcony running around the gallery space could double the exhibition space).⁵ Other space can house instruments of the Lake Geneva Symphony Orchestra, offices for the Center, and flexible work space. The final floor plan of the Center will facilitate multiple configurations. On one night, a theater event with the gallery closed-off; on the next day, there can be a gallery event with the theater section closed for rehearsals; and on a third day the whole building can host a private corporate event with formal meetings in the theater and receptions or breaks in the gallery. The design will facilitate the on-going needs of arts organizations, scheduled performances by visiting artists, and private events to be booked on other nights.

Center Organization. The cultural arts centers in other communities described earlier are organized differently; the Stoughton and Woodstock Opera Houses are units of city government; Crystal Lake and Mineral Point are private organizations paying nominal rent for space on public property; and the other centers are private organizations which at times receive public funds. **We recommend that the City of Lake Geneva purchase and continue to own the Geneva Theater building, signing a long-term lease with The Friends of the Geneva Theater, Inc., to renovate and administer the Lake Geneva Cultural Arts Center.**

The Friends of the Geneva Theater, Inc., as administrator of the Center, will:

- Raise funds from individuals, corporations, foundations, and government programs to support renovation and operating needs of the Center.
- Create a venue for the arts of the Geneva Lakes area, including live theater, music concerts, film presentations, and the visual arts.
- Encourage the utilization of the Lake Geneva Cultural Arts Center for public meetings, private social occasions, and community events.
- Encourage the development of local youth artists, musicians, singers, and actors.
- Support the ongoing financial stability of the Lake Geneva Cultural Arts Center as an artistic and social hub for and an asset to the downtown area and the broader Geneva Lakes area.

The City of Lake Geneva will:

- Use available TIF funds to purchase the Geneva Theater, an investment in the city's future and its economy. Transforming the Geneva Theater will contribute to revitalizing the downtown area, supporting downtown hotels, restaurants, and stores. The building is currently listed @ \$895,000; since it has been on the market for several years, the final purchase price may be lower.

⁵ The room provides approximately 2,560 square feet of open floor space with 160 linear feet of wall display. The amount of wall display could be doubled if a balcony is built. In addition, two to three classrooms can be added. The multi-use gallery will serve two functions: a) as an income-producing fine art gallery and home to Lake Geneva artists; and b) as easily converted rental space for special events such as meetings, dinners, film presentations, or other events. The gallery will be in continuous, but rotating, use; art exhibitions will be featured. The art will remain in place while the gallery hosts special events, providing a unique experience for the visitor.

- Negotiate a long-term lease for nominal rent with The Friends of the Geneva Theater, Inc. to manage the Lake Geneva Cultural Arts Center. A lease might, for example, extend for fifty years but be subject to extended review every five years with either party retaining a right to terminate with one year's notice. If the Friends lease ends, the City would be free to name a new Center administrative organization or sell the improved and upgraded building and recoup both the City's TIF investment and the improvements made possible by the Friends fundraising efforts. In short, the City can't lose money with this investment; the sale price for the improved building would be substantially higher than the 2012 purchase price.
- Cooperate, when necessary, with Friends' efforts to secure funding for restoration and operations. For example, since the City will retain title to the Center building and will benefit from all renovations and improvements, lenders or donors may seek assurances of long-term City commitments to the Center.

VI. Renovation of the Geneva Theater to serve as the Lake Geneva Cultural Arts Center will require approximately \$1.25 to \$1.5 million. The Friends of the Geneva Theater Inc. will raise all renovation funds from private individuals, corporations, foundations, and government programs. If the Theater is accessible by January 1, 2013, the Lake Geneva Cultural Arts Center will open on May 23, 2014, Memorial Day weekend.

A preliminary analysis of the Geneva Theater building in 2011 suggested basic elements of the work needed to remedy structural problems and to adapt the building to the needs of the Lake Geneva Cultural Arts Center:

- The building is structurally sound, but **the roof, electrical wiring, and mechanical systems** must be replaced.
- The **theater balcony** must be restored to create a 500 seat theater.
- The 1975 addition must be remodeled from a two-auditorium configuration to a **flexible-space** art gallery, classroom, rehearsal space, and banquet hall.

In creating the final design for renovation, several optional renovations will also be evaluated:

- A **balcony may be added for the gallery area**, doubling its exhibition capacity.
- An **elevator** to the second floor balconies of the theater and gallery will be considered for the Phase One renovation plan, but may not be built until Phase Two.
- The now vacant land west of the 1975 addition (i.e., the northwest corner of the Theater property) might be utilized for an **additional multi-purpose room** or storage space. If the expansion is not pursued in Phase One, Phase One plans for the exit vestibule and Storage/Supply space will at least facilitate the later addition.
- The **lobby area** spanning the Broad Street entrance to the building could be a site for a café (the "Geneva Café?") offering pre-program and intermission refreshments as well as ticket and souvenir sales.
- We do not know whether the existing **theater seats** can or should be saved (one cultural arts center saved its historic seat hardware but arranged for wider seats with period-appropriate upholstery).

- In consultation with theatrical and music producers who will be using the theater, we must evaluate the adequacy of the Theater's existing **lighting and sound systems**.
- Finally, decisions must be made about the **décor** of the Cultural Arts Center, recognizing both the building's historical importance and the multiple uses the re-opened Center will have.

* * *

The upper limit of a combined list of essential repairs and desirable features in the Lake Geneva Cultural Arts Center could be in the range of \$1.5 million. (The experience of other Wisconsin communities in creating landmark-quality cultural centers suggests that *inspiring* visions -- visions showing what can be done if funds are available -- will inspire higher levels of support, so our appeals for funds will illustrate everything that the restored theater can offer, encouraging donors to think big and enable notable improvements.)

Our current goal is to be ready to begin the basic roof and code-compliance renovations soon after the City has title to the building, and complete as many options and upgrades by the May 23, 2014, re-opening as time and our fundraising permit. The final sequencing and pacing of renovation goals, with detailed cost estimates for each goal, will be outlined in a January, 2013, Renovation Plan.

Funding for renovation will be developed through a coordinated effort to attract support from Geneva Lake area residents, organizations, and corporations. A general rule of thumb in non-profit capital campaigns is that 25% of revenues will come from institutional sources (such as foundations and government programs), 50% will come from major donors (gifts of \$10,000 or more), and 25% will come from smaller gifts, fundraising events, and memberships. Inevitably, there is synergy among these components: the decision by the City Council to purchase the building will lead the first major donors to make their commitments, this base will convince institutional backers that our requests are serious, the receipt of early grants will inspire other major backers to underwrite specific tasks (the A Corporation Balcony, the B C D Wing of the Gallery, etc.), and publicity about each completed phase of restoration will generate more memberships and sponsorships. Donors during the renovation phase will be cultivated for longer term support for the operating Center.

- Institutional Support. Attachment G provides a detailed analysis of government programs, private foundations, and corporate foundations whose stated interests fit this proposal. In addition to corporations and private foundations based in Lake Geneva who support projects specifically for their value to this community, a number of the institutional sources cited will be especially responsive to appeals to assist in the restoration of an historic building; some of these sources (and others) may also provide funding for the visual and performing arts groups who will use the re-opened theater. The "Potential Requests"⁶ listed in Attachment G for these funding sources total \$758,000; if only 50% of these requests are successful, they will still provide 25% of the funds needed to create the Lake Geneva Cultural Arts Center.

- Major Donors. As soon as the City formally commits to purchasing the Geneva Theater, the Friends will establish a Development Committee. Using materials describing the Cultural Arts Center and the programs it will make possible, the Development Committee will pursue two paths. The

⁶ The specific request to be made to each funding source will be set after discussions with program officers. The dollar amount listed for each source is based on its guidelines and is provided to illustrate how restoration of the Geneva Theater might be funded.

Major Donors track will concentrate on potential sources of gifts of \$1,000 or more, and the *Members* track will concentrate on attracting individuals and families who will support the Center at lower levels. Both tracks will also seek in-kind commitments (both materials and services for the renovation and gifts which will aid in development – hosting a fundraising event, prizes for a benefit auction, etc.)

We know that gifts come in many sizes. In addition to commitments identified with a space or object (a balcony, a theater curtain, gallery lighting), the Development Committee may adopt categories similar to the Contributing Annual Membership categories of the Cedarburg Cultural Center:

Benefactor: \$1,000-\$2,499

Silver Partner: \$2,500-\$4,999

Gold Partner: \$5,000-\$9,999

Platinum Partner: \$10,000 and above

We should emphasize that cultivation of major donors is a *process* more than a single gift; individuals, families, and corporate sponsors who back building renovation in 2013 will support a theater production in 2015 or scholarships for theater arts classes in 2016. Nurturing the sense of *membership* in the Cultural Arts Center will involve newsletters, special events, and community recognition.

• Broader Appeals. Friends has already begun to develop community support for restoration via its website, fundraising events, and presentations to community organizations; the pace of marketing and fundraising will accelerate as soon as city ownership is certain. Building on practices well-accepted in Lake Geneva – information/donation booths at Venetian Night, dinners at Simple or Sopra, etc. – the goal will be the same as the goal of the Major Donors drive – to insure gifts now and continuing commitments as the Center begins its work. Cedarburg's lower-end categories are:

Basic Individual: \$35

Basic Family: \$60

Donor; \$100-\$249

Friend: \$250-\$499

Supporter: \$500-\$999

As with the Major Donors, these Donors will be cultivated to donate time (ushering, facilitating events, etc.) and identify with Center activities.

VII. The Lake Geneva Cultural Arts Center, owned by the City of Lake Geneva, will be administered by The Friends of the Geneva Theater, Inc., as a self-sustaining venture under a long-term lease. Performances by local arts organizations and visiting musical and theatrical groups, and ongoing exhibits and art classes led by area artists, will attract local and visiting audiences.

Cultural arts center revenues come from ticket sales for concerts, theatrical productions, and other events; rentals of space; revenue-producing events; and memberships, sponsorships, and grants. The centers profiled in Attachment D, however, show significant variations which affect their revenue/expense statements:

- Centers face different costs: some operate rent-free as city agencies, their utilities and employee benefit costs may be absorbed in the broader city budget, and there is no debt service to consider since the cultural arts center does not own a building itself. The other centers must cover all facilities costs.
- Centers may supplement program revenues with non-program revenues from annual memberships⁷, corporate sponsorships, and fundraising events (“Celebrity Night at the Cultural Arts Center – ONLY \$100 per Ticket!” etc.). These non-program revenues, and the expenditures to raise them, may appear on the books of the Center or may be on the books of a “friends” organization.
- Centers with active “friends” organizations may show minimal capital expenses on their books – the center basically informs the support group of needed equipment, remodeling, etc., and the group raises funds and purchases the object directly. Similarly, centers with large pools of volunteers rely on them to take tickets, make fundraising phone calls, handle publicity, and clean up after an event, but others must hire staff or contract for these services.
- Centers vary in their net revenues from “auxiliary” enterprises. In addition to sales of souvenir mugs, posters, and T-shirts, centers with food and alcohol licenses can serve audiences at shows and exhibitions; some centers also have large café clienteles of children waiting for rides or parents waiting for children at rehearsals. (While the centers all host weddings, corporate events, and other private gatherings, they do not attempt to cater them; food service is provided by approved catering firms.)
- Centers also vary in their mix of “center” activities and “outsider” activities: a play or concert may be produced by the center (the center pays all expenses and receives all revenues) or produced by an outside organization (a community group or for-profit production company) which simply pays a rental fee to the center. The revenues and expenses of a “landlord” center will be smaller than those of a “producer” center even when the public enjoys the same number of events.

A Hypothetical 2016 Business Plan for the Lake Geneva Cultural Arts Center. During the eighteen months which will be required for renovation, the Friends and partner arts organizations must make many operational decisions. As background for the revenue and expense estimates which follow, we assume that:

- Potential revenues and expenses will be affected by the final terms of Center’s leases to the Geneva Lake Art Association and other sub-lessees. The sub-leases, for example, will spell out responsibilities for insurance, utilities, and ticketing; staffing for exhibitions and events, publicity, and housekeeping.
- The Lake Geneva Cultural Arts Center will establish daily rental rates for the Theater, the Gallery, and the entire Center. Regulations governing space rentals and caterers will be modeled on the forms and guidelines used by The Riviera. The Riviera’s current rental policy assumes an eight-hour rental @ \$1,500 for residents, \$2,000 for non-residents, and \$300 for non-profit organizations, plus hourly rates for set-up and security. The Cultural Arts Center will need to consider the possibility of fee waivers (e.g., for a production or exhibition by students in a Center class) or “package rates” (e.g., if a production company wants to rent the theater for a three-day event). Our business plan assumes an average fee of \$1,000 per day.

⁷ The By-Laws of The Friends of the Geneva Theater Inc. state that the organization will not have “members.” Fundraising for the Lake Geneva Cultural Arts Center, however, may provide for “membership” in the Center which would not entail membership in Friends.

- Center programs will be a mixture of Center-produced events and outsider-produced events, both events produced by area arts organizations and events of non-profit or for-profit organizations which rent Center space.
- The final design of the Center will require a decision about the feasibility of constructing a balcony over the Gallery space. While the Lake Geneva Art Association will exhibit and conduct classes on the first floor of the Gallery, a balcony will double art exhibition space, and permit the formation of an Artist Co-operative, with thirty artists selected to exhibit @ \$400/year.
- Our present plan is that all visual art classes will be offered by Geneva Lake Art Association, which will keep all fees charged. Classes in performing arts, however, may be offered by the Center.
- One of the stated missions of The Friends of the Geneva Theater Inc. is to solicit private funds for the renovation and operation of the Geneva Theater, and that mission will continue after the Cultural Arts Center opens. As the Cultural Arts Center and The Friends of Geneva Theater develop, fundraising expenses may be concentrated on the books of the Friends, with only net proceeds being transferred to the Center, or both organizations may have development expenditures and revenues. At this time, while we can't predict the final apportionment of development activities between the Friends organization and the Center staff, we know that development requires some expenditures and much effort, and that development revenues will be crucial to the Center's success.⁸ For planning purposes, we have included development expenditures and revenues in the business plan of the Cultural Arts Center.
- The suggested 2016 business plan assumes minor auxiliary revenues, e.g., from souvenirs, soft drinks, and vending machines. Revenues from auxiliary activities will increase substantially if the Center establishes a café with the capacity to serve alcohol and light refreshments. (The FY 2012/2013 Budget Request of the Woodstock Opera House, included in Attachment G, highlights the success of its Stage Left Café in offsetting minor losses from performances.)
- To manage the day-to-day activities of the Center, implementing "Center" programs and facilitating the programs of long-term tenants and short-term renters, the Center will have two full-time, year-round employees (an Artistic Director who directs programming and a Facilities Manager), selected by and reporting to the Center Board of Directors.

To aid in identifying probable revenues and expenditures, we have looked at current data from three centers – the private Cedarburg Cultural Center, the Raue Center for the Arts in Crystal Lake (a private center in a building owned by a public authority), and the Woodstock Opera House, a city agency (see Attachment G). Using data from these three centers, we can construct a potential business plan for the operation of Lake Geneva Cultural Arts Center for the year 2016.

⁸ The Cedarburg Cultural Center, for example, over its 25+ year history has developed a substantial membership base, offering a range of member benefits such as newsletters, preview showings, special meet-and-greet sessions, etc. It receives \$35 for an individual annual membership and \$60 for a family; "Contributing Annual Memberships" have many levels ranging from Donor @ \$100 to Platinum Partner @ <\$10,000, and expects \$60,000 in member contributions in 2013.

Revenues

Space Rentals:

Daily Event Rentals: 100 days @ \$1,000/day⁹ \$100,000

Long-term Rentals:

Geneva Lake Art Association \$14,400

Artists Co-operative \$12,000

Total Rental Revenues

\$126,400

Ticket Sales for 20 "Center" events, each with 100 guests @ \$20 40,000

Fees for performing arts classes 200 @ \$20 4,000

Auxiliary Activities (Souvenirs, refreshments) @ \$200/month 2,400

Membership and Donor Support:

Fundraising Events (tickets, auctions, sponsorships) \$20,000

Individual and Family Memberships 150 @ \$50 \$7,500

Contributing Memberships 30 @ \$200 \$6,000

Total Member/Donor Support

\$33,500

TOTAL REVENUES

\$206,300

ExpensesSalaries and benefits:¹⁰

Artistic Director \$45,000

Facilities Manager 45,000

[Workman's Compensation, payroll processing,
FICA, IRA match] x 14% \$12,600

Total Salaries and Benefits

\$102,600

Event expenses for "Center-produced" programs:

Artist performance fees \$30,000

Sets, costumes, permission fees \$5,000

Total program event expenses

35,000

Center publicity, marketing, newsletter 10,000

Organization dues and subscriptions 1,000

Facilities expenses

Building cleaning and maintenance @ \$200/month \$2,400

Maintenance of mechanical systems @ \$300/month \$3,600

Utilities @ \$400/month \$4,800

Renters insurance \$5,000

Total facilities expenses

15,800

General management expenses¹¹ @ \$2,000/ month 24,000

Professional services (attorney, accountant) 1,000

Fundraising event expenses 5,000

TOTAL EXPENSES

\$194,400

NET CENTER REVENUE¹²

\$11,900

⁹ As discussed at the bottom of p. 10, daily rental rates might range from \$300 to \$1,500; \$1,000 is used as an average.¹⁰ Final salaries will depend on candidates' qualifications.¹¹ Computers, telecommunications, office supplies, credit card processing fees, licenses, postage¹² Any net revenues of the Center will be used to support additional programs or future renovation needs.

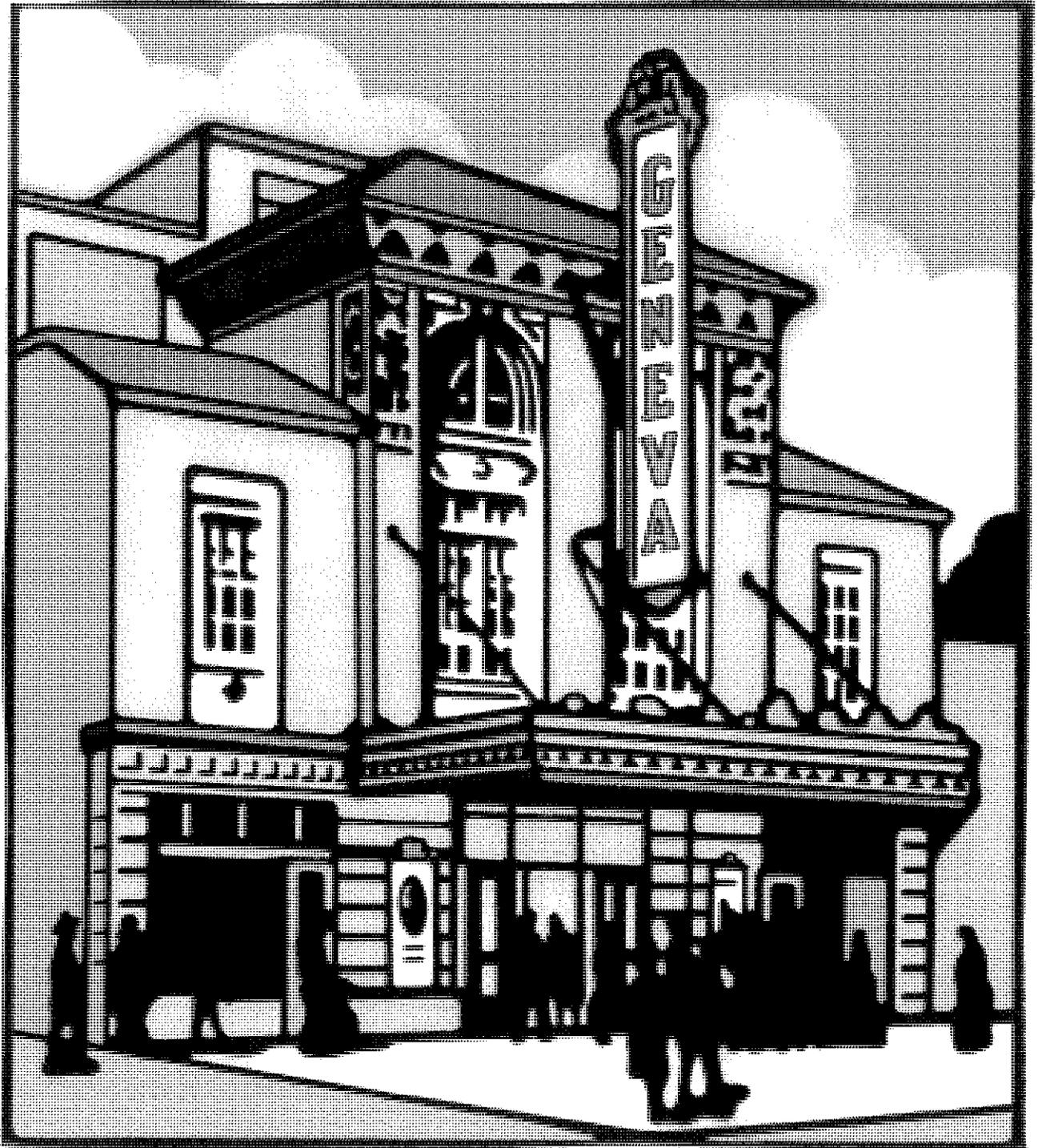
**RESTORING THE GENEVA THEATER AS
THE LAKE GENEVA CULTURAL ARTS CENTER**

ATTACHMENTS

- A. THE ECONOMIC IMPACT OF THE ARTS IN WISCONSIN**
- B. LETTERS OF SUPPORT FROM LAKE GENEVA ARTS ORGANIZATIONS**
- C. LETTERS OF SUPPORT FROM LAKE GENEVA BUSINESSES**
- D. COMMUNITY CULTURAL ARTS CENTERS IN WISCONSIN AND ILLINOIS**
- E. THE LAKE GENEVA CULTURAL ARTS CENTER: DESIGN AND PROGRAM OPTIONS**
- F. FUNDING RESTORATION OF THE GENEVA THEATER**
- G. OPERATING THE LAKE GENEVA CULTURAL ARTS CENTER**

ATTACHMENT A

THE ECONOMIC IMPACT OF THE ARTS IN WISCONSIN





The Economic Impact of Nonprofit Arts and Culture Organizations and Their Audiences in the State of Wisconsin (Fiscal Year 2010)

Direct Economic Activity	Arts and Culture Organizations	+	Arts and Culture Audiences	=	Total Industry Expenditures
Total Industry Expenditures	\$340,084,218		\$195,084,268		\$535,168,486

Spending by Arts and Culture Organizations and Their Audiences Supports Jobs and Generates Government Revenue

Total Economic Impact of Expenditures (Direct & Indirect Impacts Combined)	Economic Impact of Organizations	+	Economic Impact of Audiences	=	Total Economic Impact
Full-Time Equivalent (FTE) Jobs Supported	16,244		6,628		22,872
Household Income Paid to Residents	\$333,336,000		\$146,127,000		\$479,463,000
Revenue Generated to <u>Local</u> Government	\$17,510,000		\$12,175,000		\$29,685,000
Revenue Generated to <u>State</u> Government	\$18,847,000		\$16,390,000		\$35,237,000

Event-Related Spending by Arts and Culture Audiences Totaled \$195.1 million (excluding the cost of admission)

Attendance to Arts and Culture Events	Resident* Attendees	+	Non-Resident* Attendees	=	All Cultural Audiences
Total Attendance to Arts and Culture Events	8,567,182		806,103		9,373,285
Percentage of Total Attendance	91.4%		8.6%		100%
Average Event-Related Spending Per Person	\$17.73		\$33.02		\$19.06
Total Event-Related Expenditures	\$126,553,682		\$68,530,586		\$195,084,268

Nonprofit Arts and Culture Event Attendees Spend an Average of \$19.06 Per Person (excluding the cost of admission)

Category of Event-Related Expenditure	Resident* Attendees	Non-Resident* Attendees	All Cultural Audiences
Meals and Refreshments	\$10.53	\$12.44	\$10.69
Souvenirs and Gifts	\$1.69	\$2.13	\$1.73
Ground Transportation	\$1.95	\$5.28	\$2.24
Overnight Lodging (one night only)	\$1.78	\$9.17	\$2.42
Other/Miscellaneous	\$1.78	\$4.00	\$1.98
Average Event-Related Spending Per Person	\$17.73	\$33.02	\$19.06

* For the purpose of this study, residents are attendees who live within the State of Wisconsin; non-residents live outside that area.

Source: *Arts & Economic Prosperity IV: The Economic Impact of Nonprofit Arts and Culture Organizations and Their Audiences in the State of Wisconsin*. For more information about this study or about other cultural initiatives in the State of Wisconsin, visit the Wisconsin Arts Board's web site at www.ArtsBoard.Wisconsin.gov.

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About This Study

The *Arts & Economic Prosperity IV* study was conducted by Americans for the Arts to document the economic impact of the nonprofit arts and culture industry in 182 communities and regions (139 cities and counties, 31 multi-city or multi-county regions, and ten states, and two individual arts districts)—representing all 50 U.S. states and the District of Columbia. The diverse communities range in population (1,600 to more than 3 million) and type (rural to urban). The project economists, from the Georgia Institute of Technology, customized input-output analysis models for each participating study region to provide specific and reliable economic impact data about their nonprofit arts and culture industry—specifically (1) full-time equivalent jobs, (2) household income, and (3) local and (4) state government revenue.

Surveys of Nonprofit Arts and Culture ORGANIZATIONS

Each of the 182 study regions attempted to identify its comprehensive universe of nonprofit arts and culture organizations using the Urban Institute's National Taxonomy of Exempt Entity (NTEE) coding system, a definitive classification system for nonprofit organizations recognized as tax exempt by the Internal Revenue Code. In addition, the study partners were encouraged to include other types of eligible organizations if they play a substantial role in the cultural life of the community or if their primary purpose is to promote participation in, appreciation for, and understanding of the visual, performing, folk, and media arts. These include government-owned or government-operated cultural facilities and institutions, municipal arts agencies and councils, private community arts organizations, unincorporated arts groups, living collections (such as zoos, aquariums, and botanical gardens), university presenters, and arts programs that are embedded under the umbrella of a non-arts organization or facility (such as a community center or church). In short, if it displays the characteristics of a nonprofit arts and culture organization, it is included. *For-profit businesses (e.g., Broadway and motion picture theaters) and individual artists were excluded from this study.*

Nationally, detailed information was collected from 9,721 eligible organizations about their fiscal year 2010 expenditures in more than 40 expenditure categories (e.g., labor, local and non-local artists, operations, materials, facilities, and asset acquisition), as well as about their event attendance. Response rates for the 182 communities averaged 43.2 percent and ranged from 5.3 percent to 100 percent. It is important to note that each study region's results are based solely on the actual survey data collected. No estimates have been made to account for non-respondents. Therefore, the less-than-100 percent response rates suggest an understatement of the economic impact findings in most of the individual study regions.

In the State of Wisconsin, 326 of the approximately 1,219 total eligible nonprofit arts and culture organizations identified by the Wisconsin Arts Board participated in this study—an overall participation rate of 27 percent.

Surveys of Nonprofit Arts and Culture AUDIENCES

Audience-intercept surveying, a common and accepted research method, was conducted in all 182 of the study regions to measure event-related spending by nonprofit arts and culture audiences. Patrons were asked to complete a short survey while attending an event. Nationally, a total of 151,802 valid and usable attendees completed the survey for an average of 834 surveys per study region. The randomly selected respondents provided itemized expenditure data on attendance-related activities such as meals, souvenirs, transportation, and lodging. Data were collected throughout 2011 (to guard against seasonal spikes or drop-offs in attendance) as well as at a broad range of both paid and free events (a night at the opera will typically yield more spending than a weekend children's theater production or a free community music festival, for example). The survey respondents provided information about the entire party with whom they were attending the event. With an overall average travel party size of 2.69 people, these data actually represent the spending patterns of more than 408,000 attendees, significantly increasing the reliability of the data.

In the State of Wisconsin, a total of 4,595 valid and usable audience-intercept surveys were collected from attendees to nonprofit arts and culture performances, events, and exhibitions during 2011.

Studying Economic Impact Using Input-Output Analysis

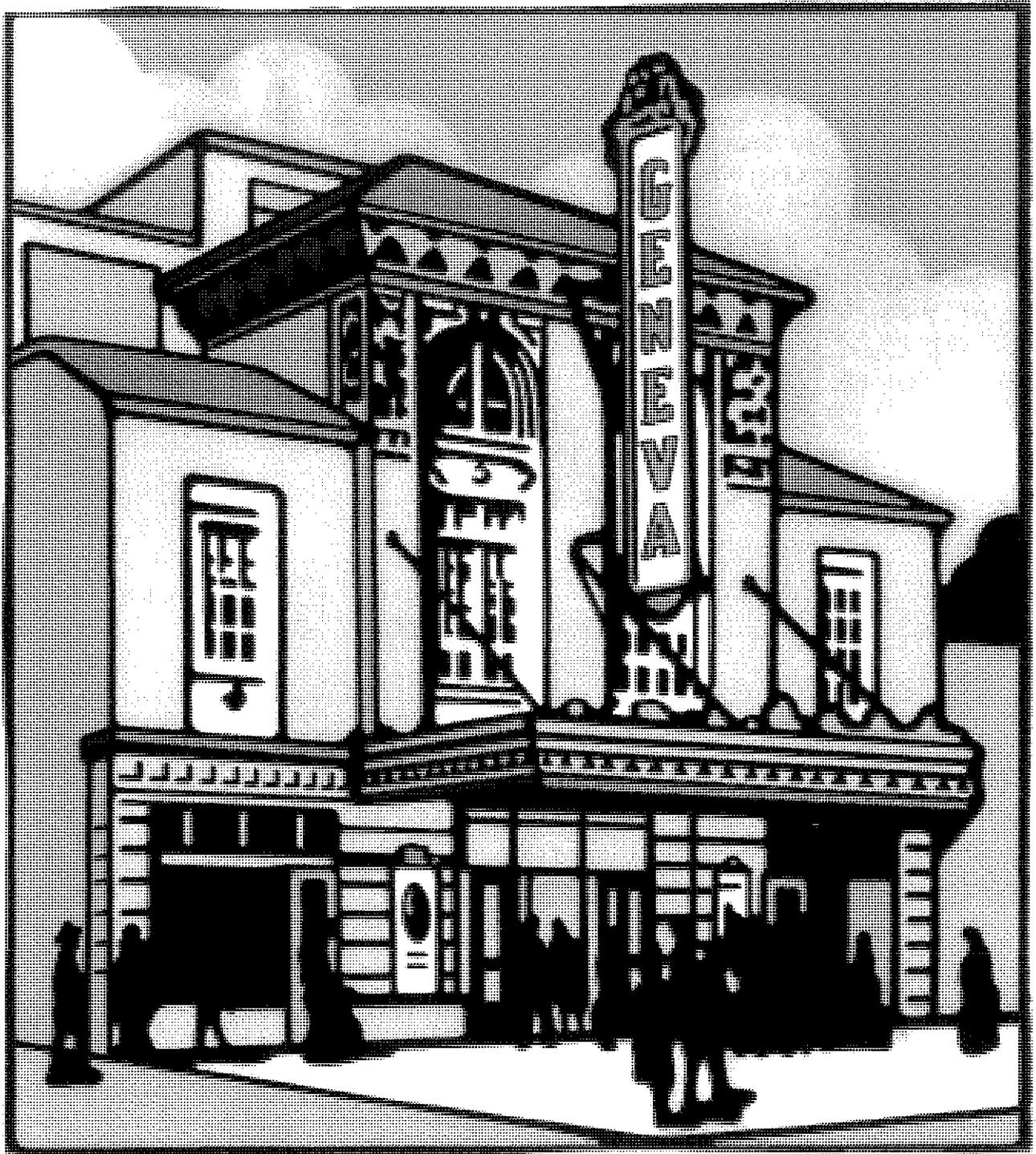
To derive the most reliable economic impact data, input-output analysis is used to measure the impact of expenditures by nonprofit arts and culture organizations and their audiences. This is a highly regarded type of economic analysis that has been the basis for two Nobel Prizes. The models are systems of mathematical equations that combine statistical methods and economic theory in an area of study called econometrics. They trace how many times a dollar is re-spent within the local economy before it leaks out, and it quantifies the economic impact of each round of spending. This form of economic analysis is well suited for this study because it can be customized specifically to each study region. To complete the analysis for the State of Wisconsin, project economists customized an input-output model based on the local dollar flow between 533 finely detailed industries within the economy of Wisconsin. This was accomplished by using detailed data on employment, incomes, and government revenues provided by the U.S. Department of Commerce (County Business Patterns, the Regional Economic Information System, and the Survey of State and Local Finance), local tax data (sales taxes, property taxes, and miscellaneous local option taxes), as well as the survey data from the responding nonprofit arts and culture organizations and their audiences.

Research Notes

1. To calculate the total estimated audience expenditures in the State of Wisconsin, first the audience expenditure findings for the individual participating communities that are located within the State (the City of La Crosse, Eau Claire County, Marathon County, Dane County, the Greater Fox Cities Region, and the Greater Milwaukee Region) were summed. The State's residency percentages and the average per person arts-related expenditure for residents and non-residents then were applied to any additional attendance data collected from organizations located within the State but outside of the individual participating communities. Finally, the results were added to the aggregate of the individual participating communities. Therefore, the total audience expenditures for the State of Wisconsin do not equal the State's average per person event-related expenditure for residents multiplied by the State's total estimated resident attendance plus the State's average per person event-related expenditure for non-residents multiplied by the State's total estimated non-resident attendance.

ATTACHMENT B

LETTERS OF SUPPORT FROM LAKE GENEVA ARTS ORGANIZATIONS





FromTheCottage Productions

Lily Miceli
1443 Lasalle Street
The Cottage
Lake Geneva WI 53147
262-203-1791

email: ftcottage@gmail.com

Website: www.fromthecottageproductions.biz

June 22, 2012

Friends of the Geneva Theater
c/o Ken Etten
McCormack + Etten / Architects LLP
400 Broad Street
Lake Geneva, WI 53147

Dear Ken:

A Community Cultural Arts Centre in downtown Lake Geneva would promote the Lake Geneva area and beyond as a destination for arts and culture. What a concept!!

In and around the Lake Geneva area there are very few venues offered. With the exception of churches, schools, art galleries and resorts, there really is no one place that houses all the creative arts such as theater, art, music, dance, literary arts and so forth. No one place where the arts can collectively educate, entertain and enlighten people from in and outside of our community.

We have the opportunity to take the Geneva 4 Theater, with all its incredible history, to a new level. By creating a Community Cultural Arts Centre within its walls, it becomes a living and breathing organism again.

As a Theatrical Producer, Talent Agent, Radio Show Host and Writer, I have lived most of my life through the world of the Creative Arts. I have seen how cultural arts programs can and do enhance a sense of community.

Once the Centre is up and running I look forward to working with others in the visual and performing arts. There is nothing more exciting than the opportunity to display ones talents for the enjoyment of others.

Sincerely,
Lily Miceli
FromTheCottage Productions



GENEVA LAKE ART ASSOCIATION

647 W. Main Street, P.O. Box 623, Lake Geneva, WI 53147
262-249-7988 website: genevalakeart.org

Ken Etten
President of the Friends of the Geneva Theater
1109 Wisconsin Street, Lake Geneva, WI 53147

June 15, 2012

Dear Ken,

The Geneva Lake Art Association is pleased to submit a "letter of interest" for possible rental space of the proposed renovation of the Geneva Theater buildings.

GLAA has been involved in the support of the cultural arts since it's inception in the 1940's. We recognize that the renovation of the Geneva Theater into a community cultural arts center would be beneficial for all parties involved in the venture, as well as the community as a whole.

It is with this idea in mind, that we submit our interest to participate in the sub-leasing of space in the proposed multi-purpose area of the renovated cultural arts center for events, which we would normally participate in every month, i.e., meetings, exhibitions, classes, workshops, etc. I have attached a nine-month calendar from this year, showing the number and frequency of activities the GLAA conducts in any given year. We understand that leasing terms would need to be negotiated and determined, based upon fair market value of the property, and the ability for the association to use the space for all its activities, following the purchase of the building with TIF funds by the city and subsequent remodeling by the "Friends of the Theater" fund-raising efforts.

GLAA stands behind the project's successful completion and is happy to continue to support the efforts to make this dream a reality.

Regards,

Jeanne Dyer
President
Geneva Lake Art Association
(262) 249-7988
jedyer1@yahoo.com



Lake Geneva Symphony Orchestra
P.O. Box 92
Lake Geneva, WI 53147
262-359-9072

March 1, 2012

Ken Etten
Friends of the Geneva Theater

Dear Ken:

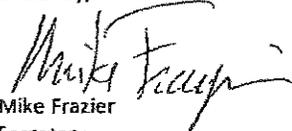
I write on behalf of the Lake Geneva Symphony Orchestra to express support for the Geneva Theater renovation and preservation project. The LGSO is a nonprofit community arts organization that performs and promotes symphonic music in and around Walworth County. The orchestra presents three classical concerts and one pops concert each season from September through May, and makes outdoor summer appearances. The LGSO brings professional artists of regional and national stature to Walworth County for performances, masterclasses, and other community outreach. LGSO also presents specially programmed School Day concerts to elementary students in area schools, and sponsors a piano competition for Walworth County students up to high school age. The orchestra always seeks to improve and expand its outreach in support of fine arts in the community.

The LGSO holds weekly rehearsals throughout its season. Presently we are subject to scheduling conflicts at our rehearsal venues that require us to change locations, occasionally on short notice. We also must store our large percussion instruments in a trailer and bring them to each rehearsal. Apart from the inconvenience of this, storing our equipment in the trailer in all weather conditions has been a significant factor in preventing us from acquiring more and better quality instruments.

You have generously created a proposal to include a large space in the Geneva Theater renovation plans that would be suitable for LGSO rehearsals, as well as spacious instrument storage and potential office space. Our organization would welcome such facilities. Having a permanent home would be a great benefit to the LGSO's mission. It would relieve our organization of current scheduling burdens. More importantly, it would allow LGSO to acquire more and better quality instruments that would improve the quality of our performances.

The LGSO presently budgets a modest amount for the cost of rehearsal venues. We would be willing to contribute as our budget allows toward the cost maintaining an arts center at the Geneva Theater. Thank you for your efforts in support of this worthy project.

Sincerely,


Mike Frazier
Secretary
Lake Geneva Symphony Orchestra

To: The Friends of the Geneva Theater
Ken Etten, President

From: JaNelle Powers
Artistic Director, Pelajia Productions

Date: March 1, 2012

RE: Preservation and restoration of the Geneva Theater

Our community theater group has been looking for a regular practice and performance facility for some time now. We believe that the Geneva Theater would make an ideal fit with our needs.

I hope to continue what I began in 2008 with my critically acclaimed productions of *Do Black Patent Leather Shoes Really Reflect Up?* and *The Rocky Horror Show* bringing quality professional theater to the Lakes area. I want to continue my "Broadway on Broad Street" series of musicals and plays that brings professional actors and directors from the stages of New York and Chicago to our Geneva Theatre. I will continue to offer professional acting classes for young people again, bringing in my teachers from New York, Chicago and LA, offering master classes featuring professional actors and teachers from both coasts. I plan to reestablish my *Pelajia Players* group that offers a professional theater experience for Lakes area children and teens completely free of charge.



Ms. Chris Brookes
721 Curtis Street
Lake Geneva, WI 53147

Dear Ms. Brookes,

The Spirit of the Lakes Chorus, an award-winning chapter of Sweet Adeline's International, is currently rehearsing every Tuesday evening from 7-9:30 p.m. at the Horticultural Hall in Lake Geneva, WI. We also perform locally at various festivals and different occasions.

This letter is being sent to The Friends of Geneva Theater to indicate our enthusiastic support and participation in fund raising efforts to restore, rejuvenate and remodel the theater building at 244 Broad Street in Lake Geneva, Wisconsin.

Our Spirit of the Lakes chorus members are very interested in using this facility as a performance venue once refurbishing and remodeling are complete.

Please contact me at 248-2228 as soon as further information is available.

Sincerely,

A handwritten signature in cursive script that reads "Dona Button".

Dona Button
Spirit of the Lakes Chorus

ATTACHMENT C

LETTERS OF SUPPORT FROM LAKE GENEVA BUSINESSES



From: "Kathy Francke" <kfrancke@abbellimentolg.com>

To: <ken@mccormacketten.com>

ent: Friday, May 11, 2012 8:55 AM

Dear Ken,

I am reaching out to you as a business owner in downtown Lake Geneva. It is my understanding that we have an opportunity to develop our existing, but currently unused theater into a venue for live theater, concerts and other various cultural presentations. What an awesome prospect and potential evolution for the development of a charming, but room-for-improvement community!

From the standpoint of community development, the idea of creating and developing a central location for social activity in our charming community is an incredible opportunity. Having a place for events from theater performances and concerts to local high school graduations would most certainly bring our local people back into town and increase pride in our community. As well it would draw in more guests which is necessary and vital to the health of our Lake Geneva. A cultural center could ultimately over time revitalize our downtown and re-assign how people look at Lake Geneva. A cultural center with activity throughout the year, not just during the summer months would designate Lake Geneva as a year-round destination for tourism rather than just a summer location. Businesses would be willing to stay open later to accommodate visitors and in turn we would fill our hotel rooms, draw quality restaurants, boutiques and shops and thereby improving the integrity of Lake Geneva as well as surrounding townships.

I have a degree and background in the arts so I know how integral a theater would be to the Lake Geneva community and I would be willing to participate in ways to develop, promote and fund a cultural arts center for Lake Geneva and I applaud The Friends of The Geneva Theater for their efforts to bring attention to this revitalization project!

Sincerely,

Kathy Francke

Abbellimento at Lake Geneva

~fine tabletop, decor and gifts

728 West Main Street

Lake Geneva, WI 53147

Tel: 262.248.1900

Fax: 262.248.1901

information@abbellimentolg.com

www.abbellimentolg.com



Lake Geneva Bridal Walk Participant

THE *B*AKER HOUSE

*Baker House / Maxwell Mansion
327 Wrigley Drive
Lake Geneva, WI 53147
262-248-4700*

Mr. Kenneth L. Etten, President
The Friends of the Geneva Theater
1109 Wisconsin Street
Lake Geneva WI 53147

Dear Mr. Etten:

On behalf of Baker House / Maxwell Mansion, we are writing in support of The Friends of the Geneva Theater and their effort to revive the Geneva Theater as a community cultural arts center. Baker House / Maxwell Mansion cater to guests in the hospitality industry. The vitality of the Lake Geneva community is critical to us, both personally and professionally.

Since transferring our family to our new home Baker House, we have been honored with the designation of the house being enlisted on the National Historic Registry and also being published in many periodicals both locally and domestic. Our newest project Maxwell Mansion has rekindled our enthusiasm for history / preservation. In our recent trip to Madison, WI, we found Maxwell Mansion to be one of the oldest mansions in Lake Geneva, WI built by Dr. Maxwell. Dr Maxwell is the pioneer who had the City of Lake Geneva surveyed & plotted as we know it today. The rich history and architecture is what set Lake Geneva, WI apart from the rest. It is not often you may enjoy such a gem of a community.

For eighty years, the Geneva Theater was a focal point of Lake Geneva life, and moviegoers – both area residents and visitors – brought hundreds of people to the downtown area. Your plan to open a restored theater as a community cultural arts center will not only preserve one of the city's few remaining historic commercial structures but will bring an even broader range of people to the downtown area. Many people visit the Geneva Lake Art Association's summer Art in the Park, but few visit (or even know about) its current gallery in the North Shore Pavilion. Many local organizations present musical or theatrical productions during the year, but because they are scattered among many locations, few residents or visitors know that they are available. A restored and modern cultural arts center will once again give Lake Geneva's downtown a prominent focus for its visual arts – a gallery showing the work of

area artists – and a venue for musical and theatrical performances by young and adult actors and musicians from the area and by visiting groups.

As proud supporters of the Arts – we have assembled the Baker House players (a group consisting of actors, musicians and artists) which support Murder Mystery Theatre and Live Music for all guests to enjoy. It is such events such as these that bring our guests back for repeat visits. Guests inquire about their weekend itinerary, often are disappointed to find such a beautiful theatre is out of business and vacant. The luxury of living in such a historic property, are guests enjoy the amazing lake, architecture and quaint venues Lake Geneva offers.

Obviously, it will be expensive to purchase, renovate, and operate the Community Cultural Arts Center that the Friends of the Geneva Theater have proposed. Baker House / Maxwell Mansion supports your request to the Lake Geneva City Council to purchase the existing Geneva Theater with T.I.F. funds and your requests for government and foundation grants to cover the costs of restoration and modernization.

The Lake Geneva Community Cultural Arts Center is an asset to the people of the community and to our many visitors. Please let us know if we may assist your effort in any way. Your time and consideration is sincerely appreciated. We only hope for the best in saving such a nostalgic piece of history.

Warm Regards



Bethany Souza & Andrew Fritz
Baker House / Maxwell Mansion

Ken

From: "Karin Bennett" <karin.bennett@comcast.net>
To: <ken@mccormacketten.com>
Cc: "Lily Miceli" <lillianmiceli@hotmail.com>
Sent: Friday, May 11, 2012 9:44 AM
Subject: Lake Geneva Theatre Project

Dear Ken,

Thank you (and the committee) for all of your hard work and efforts to preserve the Lake Geneva Theatre.

As business owners in the downtown Lake Geneva area, Bruce and I wanted to express our support for the Renovation project for the Lake Geneva Theatre, in order to preserve the character of the community and also in order to continue to retain the value of the Lake Geneva business district as a quaint (and rare) example of a thriving downtown area. The downtown continues to bring in visitors to the Lake Geneva area, providing valuable important tax revenues (to support the area residents quality of life); and a viable theatre potentially used for the arts will be a community resource for the area now, and for future generations. We support the use of the TIF fund (which is already "set aside" monies, therefore not requiring any additional taxes on residents of the area) to accomplish this goal.

Sincerely,
Bruce and Karin Bennett



Karin M. Bennett
www.cornerstoneshoppe.com
(262) 248-6988
(847) 826-1520 (cell)



June 22, 2012

Kenneth L. Etten, President
The Friends of the Geneva Theater
1109 Wisconsin Street
Lake Geneva, WI 53147

Dear Mr. Etten:

On behalf of the Grand Geneva Resort & Spa, I am writing in support of The Friends of the Geneva Theater and their effort to revive the Geneva Theater as a community cultural arts center. Grand Geneva has been part of the Lake Geneva community for more than 17 years and has more than 200 employees. The vitality of the Lake Geneva community is critical to us, both personally and professionally.

For eighty years, the Geneva Theater was a focal point of Lake Geneva life and moviegoers, for both area residents and visitors. The theater brought hundreds of people to the downtown area. Your plan to open a restored theater as a community cultural arts center will not only preserve one of the city's few remaining historic commercial structures, but will bring an even broader range of people to the downtown area. Many people visit the Geneva Lake Art Association's summer Art in the Park, but few visit, or even know about, its current gallery in the North Shore Pavilion. Many local organizations present musical or theatrical productions during the year, but because they are scattered among many locations, few residents or visitors know that they are available. A restored and modern cultural arts center will once again give Lake Geneva's downtown a prominent focus for its visual arts – a gallery showing the work of area artists – and a venue for musical and theatrical performances by young and adult musicians and actors from the area and by visiting groups. The theater would be a great asset for our resort guests to frequent when they stay at Grand Geneva.

Obviously, it will be expensive to purchase, renovate and operate the Community Cultural Arts Center which The Friends of the Geneva Theater have proposed. Grand Geneva supports your request to the Lake Geneva City Council to purchase the existing Geneva Theater with TIF funds and your requests for government and foundation grants to cover the costs of restoration and modernization.

The Lake Geneva Community Cultural Arts Center will be a great asset to the people of the community and to our many visitors. Please let me know if we can assist your effort in any way.

Sincerely,

A handwritten signature in cursive script that reads "Brett Sundstrom".

Brett Sundstrom
General Manager

BS/gl



Friends of Geneva Theatre

Mr. Ken Etten, President

1109 Wisconsin Street

Lake Geneva, WI 53147

Dear Mr. Etten~

On behalf of Harbor Shores on Lake Geneva, I am writing in support of the Friends of the Geneva Theatre. As a hotel located in downtown Lake Geneva, we are thrilled at the idea of offering our guests a music and theatrical venue, especially within walking distance of our location! Having events downtown is a huge draw for our business, whether for couples, educational groups or business groups. It is imperative we offer activities that interest every age group; and for this, we thank you for pursuing this very rewarding project.

I, along with my 108 unit owners and staff members support your request to the Lake Geneva City Council to purchase the existing Geneva Theater with TIF funds.

The amount of money that will be returned back to the City of Lake Geneva via parking revenue and additional hotel tax dollars will outweigh the amount of money being requested to purchase the property.

I truly believe that the Lake Geneva Community Arts Center will be a rewarding addition to our Lake Geneva Community.

Sincerely,

A handwritten signature in cursive script that reads "Tammie".

Tammie Davis-Carstensen

General Manager

300 Wrigley Drive
Lake Geneva, WI 53147
888-SHORES1



June 20, 2012

Mr. Kenneth L. Etten, President
The Friends of the Geneva Theater
1109 Wisconsin Street
Lake Geneva, WI 53147

Dear Ken,

I am writing to express my concern about the current status of the former Geneva Theatre and its future as a fixture of downtown Lake Geneva life. At the present time the building remains in fairly good condition and could be useable as the preservation committee hopes with some modification and updating. If it sits too long it will surely deteriorate and possibly become a blight in the middle of our small vibrant downtown business district and ultimately face the wrecking ball. If the Friends of Geneva Theater can find a way to bring sufficient funding to the table, and provide for its ongoing upkeep and operation, I believe it could be a significant asset to our town and the Lake Geneva area as a whole. This will require a lot of dedicated effort but it seems the group has been working diligently to make that happen, if successful I would applaud their efforts and do my part to provide support.

Sincerely,

Mike Keefe

BURLINGTON OFFICE
572 NORTH PINE
BURLINGTON, WI 53105
(262) 783-5464
FAX (262) 783-7749

DELAWARE OFFICE
1165 E. GENEVA ST
DELAWARE, WI 53115
(262) 728-8757
FAX (262) 728-5745

ELKHORN OFFICE
1040 H. WISCONSIN ST
ELKHORN, WI 53121
(262) 743-1770
FAX (262) 742-1778

GENEVA NATIONAL OFFICE
101 GENEVA NATIONAL AVE. SOUTH
LAKE GENEVA, WI 53147
(262) 245-2360
FAX (262) 246-2562

LAKE GENEVA OFFICE
P.O. BOX 468
751 GENEVA PKWY
LAKE GENEVA, WI 53147
(262) 248-4662
FAX (262) 246-9539

KEEFE RENTALS
P.O. BOX 450
751 GENEVA PKWY
LAKE GENEVA, WI 53147
(262) 248-1733
FAX (262) 248-5126





LAKE GENEVA
ECONOMIC DEVELOPMENT CORPORATION
"OUR LAKE MEANS BUSINESS"

June 4, 2012

TO: The Mayor & Common Council
Plan Commission
City of Lake Geneva

FROM: Joe Cardiff, Executive Director

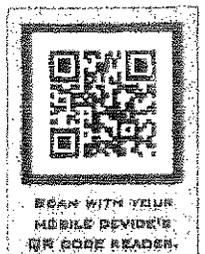
RE: Geneva Theatre

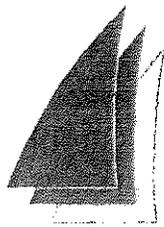
Attached is the copy of a letter from the Board of Directors of the Lake Geneva Economic Development Corporation (LGEDC) supporting the activities of The Lake Geneva Historic Preservation Committee regarding the renovation and future use of the Geneva Theatre. This letter was dated November 30, 2010.

It is my understanding this topic will come under review sometime during the month of July. I would point out the LGEDC Board has not changed their stance on this issue. The renovated theater would be an asset for the City of Lake Geneva provided the plans, as presented, fit into the long range financial plans of the City.

Thank you for your consideration.

Cc: K. L. Etten ✓





LAKE GENEVA
ECONOMIC DEVELOPMENT CORPORATION

"OUR LAKE MEANS BUSINESS"

November 30, 2010

Mr. Kenneth L. Etten
Lake Geneva Historic Preservation Commission
400 Broad Street
Lake Geneva, WI 53147

Dear Ken,

The Board of Directors of the Lake Geneva Economic Development Corporation (LGEDC), at its November 2010 meeting discussed, in some detail, your letter of 11.17.10 regarding the theater building in downtown Lake Geneva.

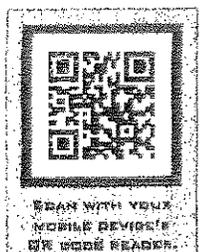
There was no question this landmark facility would be an asset to the community if developed into an arts center including at least a portion of the building for use as a theater. While your letter included no specific plan for acquisition, support and use of the property the Board supports the concept and would be willing to cooperate with your organization on developing a specific plan if it comes to that point.

Please keep the LGEDC Board apprised of your activities and possible plans for the theater property.

Sincerely,


Joe Cardiff
Executive Director

Cc: Mid-America Development Corp.





Lakeland Builders Association, Inc.

1560 North Country Club Parkway • Elkhorn, WI 53121
Phone 262-723-2908 • Fax 262-723-5938
www.lakelandba.com



June 13, 2012

Ken Etten, President
The Friends of the Geneva Theater
1109 Wisconsin St.
Lake Geneva, WI 53147

Dear Ken,

On behalf of Lakeland Builders Association and its board of directors, I am sending this letter of support for The Friends of the Geneva Theater and their effort to revive the Geneva Theater as a Community Cultural Arts Center. We know it has been for sale for years and this is a worthwhile effort.

Lakeland Builders Association has been a vital part of this county since 1979. Our members live and work in this county and many in the Lake Geneva area. We know that the Geneva Theater was an important venue for over 80 years and brought many people to your city and this area.

Your plan to restore and open the building will not only preserve one of the area's few remaining historic commercial structures, but will bring an even broader range of people to the area. A restored and modern cultural arts center will give the area a prominent focus for its visual arts, a gallery showing the work of area artists – and a venue for musical and theatrical performances by young and adult actors and musicians from our area and visiting groups.

We understand it will be expensive to purchase, renovate, and operate the Community Cultural Arts Center. Lakeland Builders Association supports your request to the Lake Geneva City Council to purchase the existing Geneva Theater with TIF funds.

This will be a great asset to the communities in our area and to all our visitors. Please let us know if we can assist your effort in any way.

Sincerely,

A handwritten signature in black ink, appearing to read "Ann Pienkos".

Ann Pienkos
Executive Officer



L A K E L A W N
R E S O R T ™

May 31, 2012

Mr. Kenneth L. Etten, President
The Friends of the Geneva Theater
1109 Wisconsin Street
Lake Geneva WI 53147

Dear Mr. Etten,

On behalf of Lake Lawn Resort in Delavan, WI, I would like to extend my support to you and The Friends of the Geneva Theater in their endeavor to revitalize the Geneva Theater in downtown Lake Geneva as a community cultural arts center. Lake Lawn Resort has been a part of local communities for over 133 years and we have had over 60,000 guests this past year alone. Any activities and attractions, such as a cultural arts center, that enhance the community can only be beneficial to all local businesses. I believe the reopening of the theater will draw an even broader range of people to the area. A restored and modern cultural arts center will once again give Lake Geneva's downtown area a prominent focus for its performing and visual arts.

We at Lake Lawn feel that The Lake Geneva Community Cultural Arts Center will be a great asset to the people of the community and to the many visitors that come to the Lake Geneva and Delavan Lake areas throughout the year. We wish you much success with this project.

Sincerely,

Dave Sekeres
General Manager
Lake Lawn Resort

Mr. Kenneth L. Etten, President
The Friends of the Geneva Theater
1109 Wisconsin St.
Lake Geneva, WI 53147

Dear Mr. Etten:

On behalf of Sopra Bistro, I am writing in support of The Friends of the Geneva Theater and their effort to revive the Geneva Theater as a community cultural arts center. We are proud to be members of this community as business owners and as patrons to all of our local, small businesses.

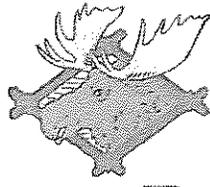
Financially, reviving the Geneva Theater as a community cultural arts center would bring more people into Lake Geneva which will help our local government funds and all small businesses alike. Personally, I come from a theater background and was in the theater/film business in California for over 10 years. I truly believe that having a renovated, modern cultural arts center will make Lake Geneva stand out even that much more for locals and visitors of this community.

In addition, I have artists that have worked for me since we opened in 2008 and I would love for them to have a venue that they would be able to proudly share their music, canvases and theatrical presentations. These employees are currently working in Summer shows and showing their work in Minneapolis, MN. I think it would be wonderful to have them present their work in the town in which they reside.

Please let me know if we can assist your effort in any way.

Kindest regards,

Carrie Cumming
General Manager



TIMBER RIDGE
LODGE & WATERPARK
AT GRAND GENEVA

Mr. Kenneth L. Etten, President
The Friends of the Geneva Theater
1109 Wisconsin Street
Lake Geneva WI 53147

Dear Mr. Etten:

On behalf of Timber Ridge Lodge & Waterpark, I am writing in support of The Friends of the Geneva Theater and their effort to revive the Geneva Theater as a community cultural arts center. Timber Ridge Lodge & Waterpark has been part of the Lake Geneva community for more than 11 years and today has more than 150 employees and thousands of guests at our property each year. The vitality of the Lake Geneva community is critical to us, both personally and professionally.

For eighty years, the Geneva Theater was a focal point of Lake Geneva life, and moviegoers – both area residents and visitors – brought hundreds of people to the downtown area. Your plan to open a restored theater as a community cultural arts center will not only preserve one of the city's few remaining historic commercial structures but will bring an even broader range of people to the downtown area. Many people visit the Geneva Lake Art Association's summer Art in the Park, but few visit (or even know about) its current gallery in the North Shore Pavilion. Many local organizations present musical or theatrical productions during the year, but because they are scattered among many locations, few residents or visitors know that they are available. A restored and modern cultural arts center will once again give Lake Geneva's downtown a prominent focus for its visual arts – a gallery showing the work of area artists – and a venue for musical and theatrical performances by young and adult actors and musicians from the area and by visiting groups. We have thousands of guests staying with us each year.

Obviously, it will be expensive to purchase, renovate, and operate the Community Cultural Arts Center that the Friends of the Geneva Theater have proposed. Timber Ridge Lodge & Waterpark supports your request to the Lake Geneva City Council to purchase the existing Geneva Theater with TIF funds and your requests for government and foundation grants to cover the costs of restoration and modernization.

The Lake Geneva Community Cultural Arts Center will be a great asset to the people of the community and to our many visitors. Please let me know if we can assist your effort in any way.

Yours truly,

Leslie Johnson
General Manager
Timber Ridge Lodge and Waterpark



1024 Wisconsin Street
Lake Geneva, WI 53147
Phone: (262) 374-2808
E-Mail: chris@lakegenevahouseofmusic.com
Web: www.lakegenevahouseofmusic.com

July 1, 2012

Dear Mr. Etten:

On behalf of the Lake Geneva House of Music, I am writing in support of The Friends of the Geneva Theater and their effort to revive the Geneva Theater as a community cultural arts center. The Lake Geneva House of Music has been part of the Lake Geneva community for more than a year and today has more than 5 employees and more than 40 students. The vitality of the Lake Geneva community is critical to us, both personally and professionally. My music school would plan to utilize the theater for our public performances and other entertainment and educational purposes.

For eighty years, the Geneva Theater was a focal point of Lake Geneva life, and moviegoers – both area residents and visitors – brought hundreds of people to the downtown area. Your plan to open a restored theater as a community cultural arts center will not only preserve one of the city's few remaining historic commercial structures but will bring an even broader range of people to the downtown area. Many people visit the Geneva Lake Art Association's summer Art in the Park, but few visit (or even know about) its current gallery in the North Shore Pavilion. Many local organizations present musical or theatrical productions during the year, but because they are scattered among many locations, few residents or visitors know that they are available. A restored and modern cultural arts center will once again give Lake Geneva's downtown a prominent focus for its visual arts – a gallery showing the work of area artists – and a venue for musical and theatrical performances by young and adult actors and musicians from the area and by visiting groups.

Obviously, it will be expensive to purchase, renovate, and operate the Community Cultural Arts Center that the Friends of the Geneva Theater have proposed. The Lake Geneva House of Music supports your request to the Lake Geneva City Council to purchase the existing Geneva Theater with TIF funds and your requests for government and foundation grants to cover the costs of restoration and modernization.

The Lake Geneva Community Cultural Arts Center will be a great asset to the people of the community and to our many visitors. Please let me know if we can assist your effort in any way.

Yours truly,

Christopher Buttleman
Owner, Lake Geneva House of Music

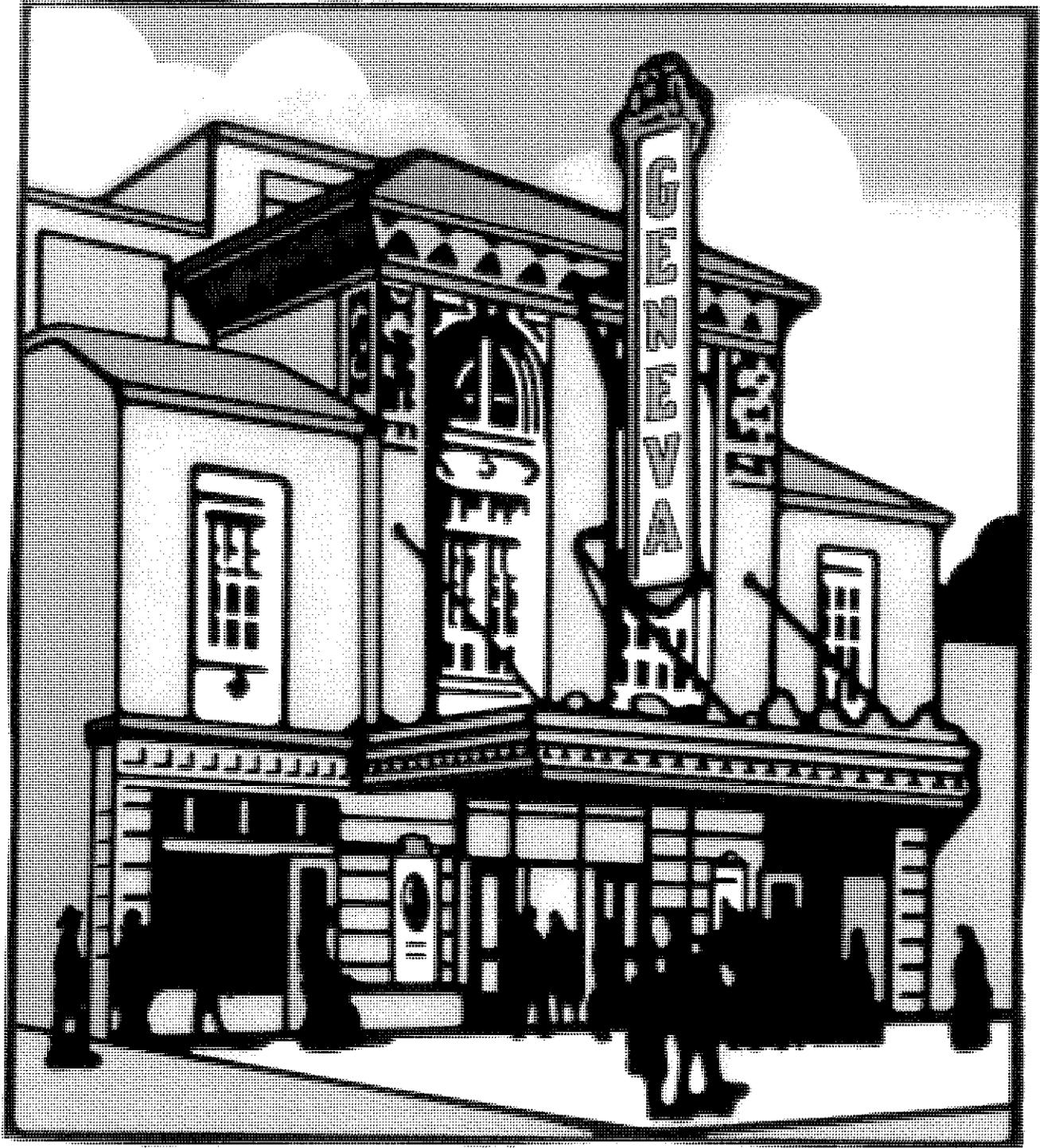
SIGNED PETITIONS OF SUPPORT

In May of 2012, Lake Geneva businesses were asked to sign petitions or letters to the Lake Geneva City Council indicating their support for use of TIF funds to purchase the Geneva Theater. A package of these signed petitions and letters was sent to the Council on May 14th. Signatures were provided by owners or employees of the following businesses:

Absolutely Home	Long Nails
ABT Water	Maple Park Antiques
The Bootery	Mill Street Hotel
Champs	NaJa Boutique
Chicago Pizza Company	Nancy's of Lake Geneva
Clear Water Outdoor	Oh My Gauze
E Street Denim	Olina Faire LLC
Fleming's	The Olive Oil Shops
Fleur de Lis	Olympic Restaurant
Frogeeze Frozen Yogurt	Pam Ring Designs
Geneva Bay Market and Gifts	Paws for Treats
Geneva Street Antiques	The Purse Connection
Germaine's	Radio Shack
Global Hands	Ray Ring CPA
Harbor Wear	Salon 180
I Love Funky's	Sign of the Unicorn
Kismet	Sprecher's
Lake Geneva Antiques and Art Boutique	Starbucks Coffee
Lake Geneva Consignment	Strawberry Fields
Lake Geneva Spice Company	Uncommon Jewelry
Leather Accents	Wishingwell Bookstore

ATTACHMENT D

COMMUNITY CULTURAL ARTS CENTERS IN WISCONSIN AND ILLINOIS



COMMUNITY CULTURAL ARTS CENTERS IN WISCONSIN AND ILLINOIS

Restoring and adapting an historic building to serve as a multi-purpose community cultural arts center is not a new idea; many communities in Wisconsin and Illinois have taken historic buildings and crafted multi-purpose facilities which attract area residents and visitors to theatrical and musical performances and to community events. This report profiles cultural arts centers in seven communities not far from Lake Geneva. The communities are in different areas, have different populations, and tourism plays different roles in their local economy – some centers primarily serve year-round populations while others have seasonal audiences.

As summarized on the following page, the centers are organized differently. The Stoughton Opera House and Woodstock Opera House are units of their city's government. The Mineral Point Opera House Inc. is an independent non-profit which organizes programs in the Opera House in Mineral Point City Hall. The Raue Center for the Arts is an independent non-profit which leases its theater @ \$100/year from the quasi-governmental Crystal Lake Civic Center Authority. The others are independent, operated by non-profit organizations using their own buildings.

These arts centers have different emphases. Some are almost exclusively performing arts centers (although they also rent out their venues for public or private events), some actively promote local artists and performance groups, and some have very active arts education programs for children and adults. Some proactively plan and produce their own events, while others primarily host activities led by community organizations or independent producers. All emphasize their roles as symbols of local history and their contributions to the local economy.

The profiles¹ which follow are intended to illustrate possible ways that a restored Geneva Theater could serve the Geneva Lake community. Each profiled center is unique, adapted to the specific characteristics of its building and community, the activities of other venues in their areas, and the engagement of community organizations, donors, and volunteers. In short, the Lake Geneva community cultural arts center will have to develop its own unique role in the life of its community.

- Cedarburg Cultural Center, Inc. Cedarburg WI (Ozaukee County)
- Mineral Point Opera House Mineral Point WI (Iowa County)
- Raue Center for the Arts, Inc. Crystal Lake IL (McHenry County)
- Stoughton Opera House Stoughton WI (Dane County)
- Mabel Tainter Center for the Arts Menomonie WI (Dunn County)
- Third Avenue Playhouse Sturgeon Bay WI (Door County)
- Woodstock Opera House Community Center Woodstock IL (McHenry County)

¹ These summaries are based on data from the centers' websites, annual reports and/or tax returns, and on conversations with center officials; they have not been independently verified.

COMMUNITY CULTURAL ARTS CENTERS

SUMMARY

CENTER	STRUCTURE	PROGRAM EMPHASES ²
Cedarburg Cultural Center, Inc. Cedarburg WI (Ozaukee County)	Private	History, visual arts, arts education
Mineral Point Opera House Mineral Point WI (Iowa County)	Private, tenant in City Hall	Performing arts
Raue Center for the Arts, Inc. Crystal Lake IL (McHenry County)	Private, tenant of public authority	Performing and visual arts, arts education
Stoughton Opera House Stoughton WI (Dane County)	City agency	Performing arts
Mabel Tainter Center for the Arts Menomonie WI (Dunn County)	Private	Performing arts, local culture
Third Avenue Playhouse Sturgeon Bay WI (Door County)	Private	Performing arts, performing arts education
Woodstock Opera House Woodstock IL (McHenry County)	City agency	Performing arts, public events ³

² All centers also rent out venues for private events.

³ The Woodstock Opera House also includes the Woodstock City Band and public events in the Woodstock Square.

NAME AND LOCATION: Cedarburg Cultural Center, Inc. Cedarburg WI

WEBSITE: www.CedarburgCulturalCenter.org **EXEC. DIRECTOR:** Lauren Rose Hofland

TELEPHONE: 262-375-3676 ext. 107
920-973-9339 (cell)

E-MAIL: Lauren@ArtMusicHistory.org

COMMUNITY POPULATION IN 2010: 11,412

BUILDING HISTORY: The Center incorporated in 1985; in 1990, it acquired and renovated a closed department store in downtown Cedarburg. The Center also maintains the 1849-vintage Kuhefuss House Museum, Cedarburg General Store Museum, and a restored 1920s schoolroom.

MISSION STATEMENT: The mission of the Cedarburg Cultural Center is to provide a gathering place to celebrate community, arts, and local heritage: to be "the central address for the arts, music, and history in Ozaukee County."

CURRENT PROGRAMS: The renovated Cedarburg Cultural Center provides access to and participation in the visual and performing arts, the humanities, and local history. The Center promotes local talent, emphasizing visual arts and community history. (A separate Cedarburg Performing Arts Center is part of the Cedarburg School District.) The Cultural Center sees itself as an incubator for local performing artists, presents a variety of permanent and temporary exhibits by local artists, and offers art classes for children and adults year-round. Music and other performing arts include blues, jazz, folk and ethnic music, children's theatre, and adult comedy. A free gallery with frequently changing exhibits surrounds the Center's performance space, which features music, theatre, comedy and educational presentations. Exhibits include curated shows of artistic and historical interest and juried shows by local artists. Classes are also offered for children and adults. The Center's public spaces can also be rented for events ranging from business meetings to wedding receptions. (Important to the Center's finances is its liquor license, enabling it to serve alcohol in conjunction with performances, exhibitions, and private parties.) The audience for Center performances comes primarily from Ozaukee County.

OWNERSHIP/GOVERNANCE: The Center is an independent 501(c)(3) organization, founded in 1985, with a 20 member volunteer Board of Directors.

OPERATING REVENUES AND EXPENSES: The Center receives no government funding, but is funded by fees, member contributions, and sponsorships. The Center takes 35% of all ticket sales and all sales at the Center, including exhibited works of art. The Center's FY 2013 budget anticipates revenues of \$454,000 and expenses of \$451,000. Expected revenues include \$72,000 from contributions and \$47,500 from fundraising events; \$39,000 from educational events and \$23,000 from exhibits; and \$42,000 from performances. Center activities are often sponsored by outside organizations; sponsor fees support the Center's educational and community activities.

NAME AND LOCATION: Mineral Point Opera House Mineral Point WI

WEBSITE: www.mpoh.org **MANAGER:** Phil Mrozinski

TELEPHONE: 608-987-3501 **E-MAIL:** pjmrozinski@mac.com 608-341-7953 (C)

COMMUNITY POPULATION IN 2010: 2,487

BUILDING HISTORY: Part of the Mineral Point City Hall built in 1915, the 700 seat Mineral Point Opera House presented live drama, grand opera, and symphonic music. Later, movies took over as the entertainment choice. In 2009-2010, the opera house was completely renovated, with new HVAC, sprinklers, ornate plasterwork, and decorative arts painting.

MISSION STATEMENT: To promote the understanding and appreciation of the history of Mineral Point as well as of the history and development of theatrical and performance spaces by planning, overseeing, and completing the restoration of the interior space of the Mineral Point Opera House to promote the understanding and appreciation of cultural opportunities in the community by providing a professional performance space for community groups to provide cultural and art appreciation opportunities to the community by scheduling performances by a variety of professional performers.

CURRENT PROGRAMS: Today the Mineral Point Opera House offers concerts, plays, high school musicals, ballet, movies, and the annual Driftless Film Festival. The Mineral Point Film Society presents two free classical or foreign film screenings each month.

OWNERSHIP/GOVERNANCE: The Mineral Point Opera House, Inc. is an independent 501 (c)(3) organization which manages the performance facility in the Mineral Point City Hall. The Opera House does not pay rent or property taxes; the city government provides HVAC.

OPERATING REVENUES AND EXPENSES: (not available)

NAME AND LOCATION: Raue Center for the Arts, Inc., Crystal Lake IL

WEBSITE: <http://rauecenter.org>

EXECUTIVE DIRECTOR: Richard Kuranda

TELEPHONE: 815-356-9010 ext 12

E-MAIL: rkuranda@rauecenter.org

COMMUNITY POPULATION IN 2010: 40,743

BUILDING HISTORY: Built in 1929 as El Tovar, a movie and vaudeville theater, later called The Lake or Showplace. In 1998, with funding from the Raue Family Estate, the Crystal Lake Civic Center Authority, a quasi-governmental body, purchased the old theater and supervised renovation. The restored building, with a 750 seat theater, opened in 2001. The Center has since added a café and rents an adjacent building for classes and offices.

MISSION STATEMENT: The Center's goal is to provide a center where the public can benefit from performing arts presentations. The organization also has programs for children to expose them to and educate them in the performing arts.

CURRENT PROGRAMS: Since 2001, over 600,000 patrons have come to events at the Raue Center, 7,200 people visit its art galleries each year, and more than 20,000 children take classes in the performing arts each year. Over 7,000 artists have participated in more than 570 performances. More than 200,000 children have participated in the Center's outreach programs – 120 performances at the Center and in area schools. In 2010-2011 alone, 56,400 attended Center performances, including 22,300 children; 2,340 attended classes and workshops. There were 74 live productions, 16 temporary exhibitions, 24 film screenings, and 48 rentals of the facility for private events (weddings, parties, etc.).

OWNERSHIP/GOVERNANCE: The Crystal Lake Civic Center Authority holds title to the land and building, but issued a 99 year lease @ \$100/year to the Raue Center for the Arts, Inc., a 501(c)(3) nonprofit incorporated in 1998. While the Authority and the Center are jointly responsible for a mortgage (taken out for renovations), neither the Authority nor the City of Crystal Lake contribute to Center costs. Under Illinois law, municipalities may levy a special hotel/motel tax to be apportioned via grants for local purposes; in recent years, the Raue Center has received about \$150,000 each year from this fund. The Raue Center has a full-time Executive Director, a 16 member unpaid Board of Directors (used primarily for fundraising), and about 400 volunteers each year

OPERATING REVENUES AND EXPENSES: The major programs which support the Center are selling tickets to a variety of theater venues, selling advertising space in the pamphlets handed out to visitors, and a variety of fund-raising activities throughout the year. Contributions and grants are also a source of revenue to support the programs. Net assets of the Center are \$4,077,108. In 2010-2011, the Center had revenues of \$1.54 million, and expenses of \$1.68 million, for a net operating loss of \$145,549. When the Center experiences minor deficits such as this, the Board approves minor reductions in expenses and accelerates community fundraising events; no city general fund support is involved.

NAME AND LOCATION: Stoughton Opera House Stoughton WI

WEBSITE: www.cityofstoughton.com **DIRECTOR:** Bill Brehm (he also serves as Stoughton's public information and media services officer)

TELEPHONE: 608-646-0433 **E-MAIL:** bbrehm@ci.stoughton.wi.us

EVENT COORDINATOR: Christina Dollhausen 608-646-0019
cpleggenkuhle@ci.stoughton.wi.us

COMMUNITY POPULATION IN 2010: 12,611

BUILDING HISTORY: Built as the Stoughton City Hall and Library in 1901, the building housed government offices, a public library, and the City Auditorium; over the next fifty years, the Opera House (the second and third floors of City Hall) hosted operas, musical productions, minstrel, theater, and vaudeville shows, school graduations, and public lectures. In the 1950s, weather-related damage forced the closing of the Opera House and demolition of its signature clock tower. In the 1980s, a decision was made to renovate the government offices at taxpayer expense, but to fund restoration of the clock tower and Opera House entirely via private contributions to a Restoration Committee. Private gifts and a matching grant from the Jeffris Foundation funded rebuilding of the clock tower, structural improvements to the Opera House, including air conditioning, fire escapes, and restoration of the building interior. The Opera House reopened for performances in 2001 – 100 years to the day after the building's opening night.

MISSION STATEMENT: NA

CURRENT PROGRAMS: The Opera House, seating 475, hosts 60-70 performances a year. Some are by local musical organizations; others are by regional or national touring acts. Space does not permit an art gallery or arts education programs.

OWNERSHIP/GOVERNANCE: The Stoughton Opera House is a department of the Stoughton city government, and reports to the Mayor and City Council.

OPERATING REVENUES AND EXPENSES:

For its first five years after re-opening, the City provided support @ \$20,000/year. Since then, the Opera House has relied on operating revenues and donations to break even. In recent years, the Opera House budget has averaged \$350,000. The Stoughton House does not have a separate "Friends" organization; all donations go into the general revenue fund of the Opera House, except for donations earmarked for restoration of the building.

The Opera House has two full-time employees, the Director and Event Coordinator/Ceremony Coordinator, who make all scheduling decisions; volunteers staff the box office and usher at performances. Local arts groups, including schools, are charged minimal rental fees reflecting actual costs; visiting performers generate "profits" for the Opera House.

NAME AND LOCATION: Mabel Tainter Center for the Arts, Menomonie WI (Dunn County)

WEBSITE: <http://mabeltainter.com> **EXECUTIVE DIRECTOR:** Amy Reise

TELEPHONE: 715-235-0001 ext 102 **E-MAIL:** areise@mabeltainter.com
715-308-2179 (C)

COMMUNITY POPULATION IN 2010: 16,264

BUILDING HISTORY: The Mabel Tainter Memorial Theater was constructed for this purpose in 1890, and is listed on the National Register of Historic Places, a charter member of the League of Historic American Theatres and a designated Wisconsin Historical Marker Site. The Mabel Tainter building includes a lavish 313-seat "crown jewel" Victorian theater and a historic reading room. It is a premier example of a restored vintage American theater. It was closed in the Depression, restored in the 1950s, and restored again in 2007, when an Annex was built to provide elevator access; the 2007 restoration also updated HVAC, provided wider seats, and restored the original stenciling.

MISSION STATEMENT: The Mabel Tainter Memorial Theater is a fully functional Victorian era theater with a year-round performing arts season featuring nationally recognized artists, and has a public reading room and cultural center.

CURRENT PROGRAMS: Located on Main Street in historic downtown Menomonie, the Mabel Tainter's performing arts season runs from October through May. A special holiday theatrical performance and a variety of summer programs are also offered. In addition to performances by outside companies, the Theater is home to the Menomonie Theatre Guild, which presents three shows a season.

OWNERSHIP/GOVERNANCE: The original building was funded entirely by the Tainter family; the 1950s renovation was funded by private donations. Today, the Center operates as two coordinated corporations: a nonprofit corporation maintains the original building, but a for-profit corporation – receiving an Historic Structure Tax Credit – built the Annex and operates programs and educational activities.

OPERATING REVENUES AND EXPENSES: The combined budget of the two corporations is about \$500,000 each year. Only about 10% of operating revenues come from ticket sales; most come from sponsorships and foundation support. The city gives \$60,000 and the county gives \$7,500 in recognition of the Center's approximately \$300,000 impact on the local economy (the Center estimates that each visitor to Mabel Tainter spends about \$15 in addition to their tickets – they stay and eat and shop in Menomonie). The local governments see their contributions as a way to "invest in Main Street." The Center is now seeking a liquor license to be able to serve wine at weddings.

NAME AND LOCATION: Third Avenue Playhouse Sturgeon Bay WI

WEBSITE: www.thirdavenueplayhouse.com **MANAGING DIRECTOR:** James Valcq

TELEPHONE: 920-743-1760 **E-MAIL:** james@thirdavenueplayhouse.com

COMMUNITY POPULATION IN 2010: 9,144

BUILDING HISTORY: Third Avenue Playhouse (TAP) was first conceived in the late 1990s. A new cinema complex on the outskirts of town had led to the closing of the historic Donna Theater, a 500-seat theater built in 1950, and Sturgeon Bay's downtown district had lost its major evening attraction for both locals and visitors. Meanwhile, talented youngsters and adults were acting and making music wherever supporters of the arts would host them; on a peninsula with a reputation for its performing arts, these local performers were homeless. People from the arts, business and civic communities quickly found themselves gathering for meetings to discuss turning the Donna into a performing arts center. Business owners felt that TAP would fit in well with long-range development plans for Sturgeon Bay, and community leaders welcomed the opportunity for local young people to have an artistic outlet.

MISSION STATEMENT: TAP seeks to provide a high quality, year-round community arts center in Door County that is a permanent home for educational and community theatre, music and dance groups, and is available to schools, businesses and organizations. Events will include occasional professional entertainment and films. TAP's primary focus is to inspire both youth and adult cultural awareness through workshops, classes, and performance opportunities before a live audience.

CURRENT PROGRAMS: Since the Playhouse opened in October of 2000, TAP has grown into a valuable community resource, offering affordable quality entertainment. In addition to musical and theatrical performances, TAP also offers classes and workshops throughout the year and is available as a venue for civic and community organizations. TAP currently uses both a 240-seat and a 40 seat theater. TAP is a proud member of Arts Wisconsin, the Peninsula Arts Association, the Peninsula Arts & Humanities Alliance, the Door County Non-Profits, and the American Association of Community Theatre. In 2005, TAP received the Door County Visitor Bureau's Pride in Place award.

Since it opened, most TAP programming involved local actors, both Equity and amateur. In 2011, the Board decided to continue its performing arts education programs but to mount all Playhouse productions with Equity-only casts. 2012 is its first Equity season. Because 2011 was a transitional, partially closed, year, the Playhouse chose not to share its financial information.

OWNERSHIP/GOVERNANCE: The Playhouse is a non-profit corporation and receives no public subsidies.

OPERATING REVENUES AND EXPENSES: (Not available)

NAME AND LOCATION: Woodstock Opera House Community Center Woodstock IL

WEBSITE: www.woodstockoperahouse.com **MANAGING DIRECTOR:** John Scharres

TELEPHONE: 815-338-4212 ext 12 **E-MAIL:** jscharres@woodstockil.gov

COMMUNITY POPULATION IN 2010: 24,770

BUILDING HISTORY: The three-story building was built in 1889 as Woodstock's City Hall, housing a library, council room, justice court, fire department, and auditorium. Vaudeville and theater companies performed regularly. Later, several resident theater companies presented plays, and national acts appear there now. The building, closed 1975-1977 for renovation, was declared a historic landmark. In 2003, an Annex was built providing office space, backstage areas, and the Stage Left Café.

MISSION STATEMENT: NA

CURRENT PROGRAMS: In 2011, the Opera House hosted 164 events on its main stage, 216 events in the Stage Left Café, and 105 events in other parts of the building. It also produced 12 outdoor summer concerts. These programs were estimated to have a positive impact on the local economy of \$1.4 million annually. Net revenues from Opera House activities grows @ 5-10% each year.

OWNERSHIP/GOVERNANCE: The Woodstock Opera House is a unit of Woodstock city government, reporting to the City Manager and City Council. Friends of the Opera House Inc. is an independent 501(c)(3) group assisting the Opera House.

OPERATING REVENUES AND EXPENSES: Revenue from events in the Opera House and its Stage Left Café more than covers their expenses; excess Opera House revenues (currently estimated @ \$27,000 for 2011-2012) partially cover the costs of other activities administered by the Opera House Managing Director, including the Woodstock City Band, outdoor public events, and other historic preservation efforts. The Director noted that the City intentionally subsidizes these activities because they attract tourists and enhance the city's image. While not including utilities (listed for all agencies elsewhere in the city's budget), the city provided about \$65,000 of the \$610,000 operating budget of the [Opera House + band + events] unit.

The Friends of the Opera House Inc. is an independent 501 (c)(3) organization which has helped to raise funds for various things needed by the Opera House, and was especially active in raising funds for restoration activities. (In 2011, for example, the Friends purchased safety railings for the Opera House balcony.) Often it can simplify solutions to specific needs, e.g., by sole-source procurement of a piece of equipment which the city government could only acquire through competitive bidding. In 2009-2010, the Friends had revenues of \$35,688, expenses of \$32,276, and total assets of \$44,159. Most "expenses" were acquisitions immediately turned over to the Opera House.

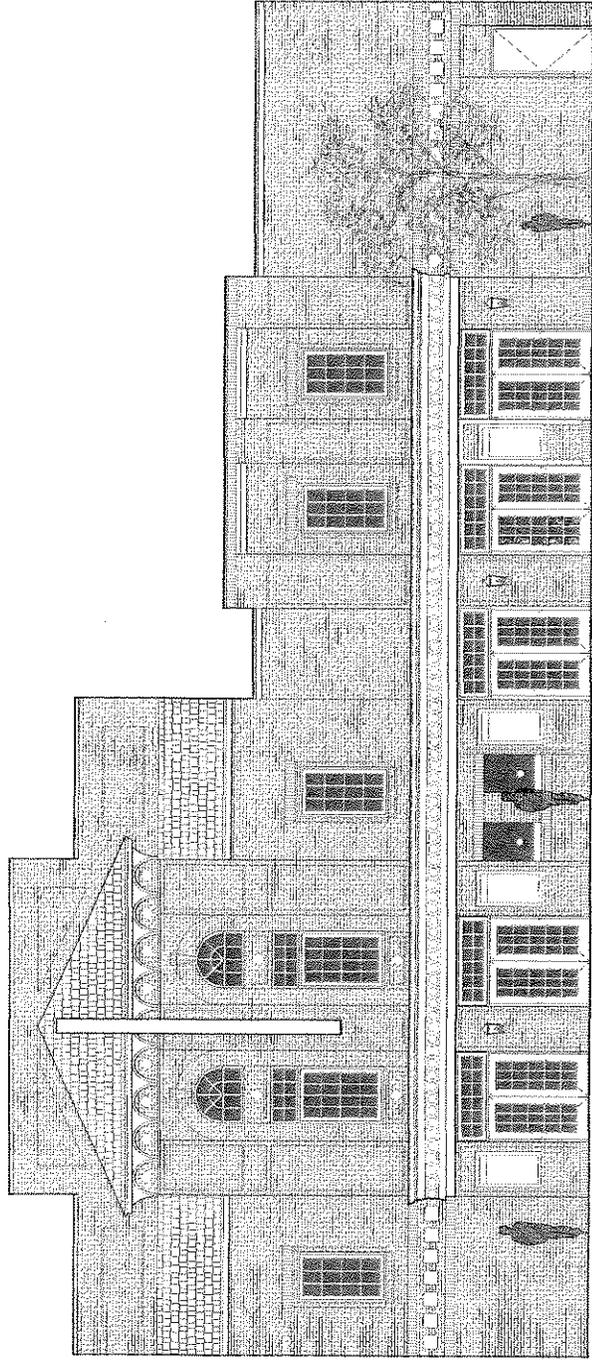
ATTACHMENT E

THE LAKE GENEVA CULTURAL ARTS CENTER:
DESIGN AND PROGRAM OPTIONS



THE LAKE GENEVA CULTURAL ARTS CENTER

244 BROAD STREET, LAKE GENEVA, WI



FRONT EXTERIOR ELEVATION
SCALE: NOT TO SCALE

McComack + Ellen / Architects, LLP
400 Broad Street
Lake Geneva, WI 53127
PH (262) 248-2371 Fax (262) 248-8342
central@mccomackellen.com www.mccomackellen.com



© McComack + Ellen / Architects, LLP

VIA PROJECT
LAKE GENEVA, WI
244 BROAD STREET
THE PROPOSED NEW LAKE GENEVA
CULTURAL ARTS CENTER

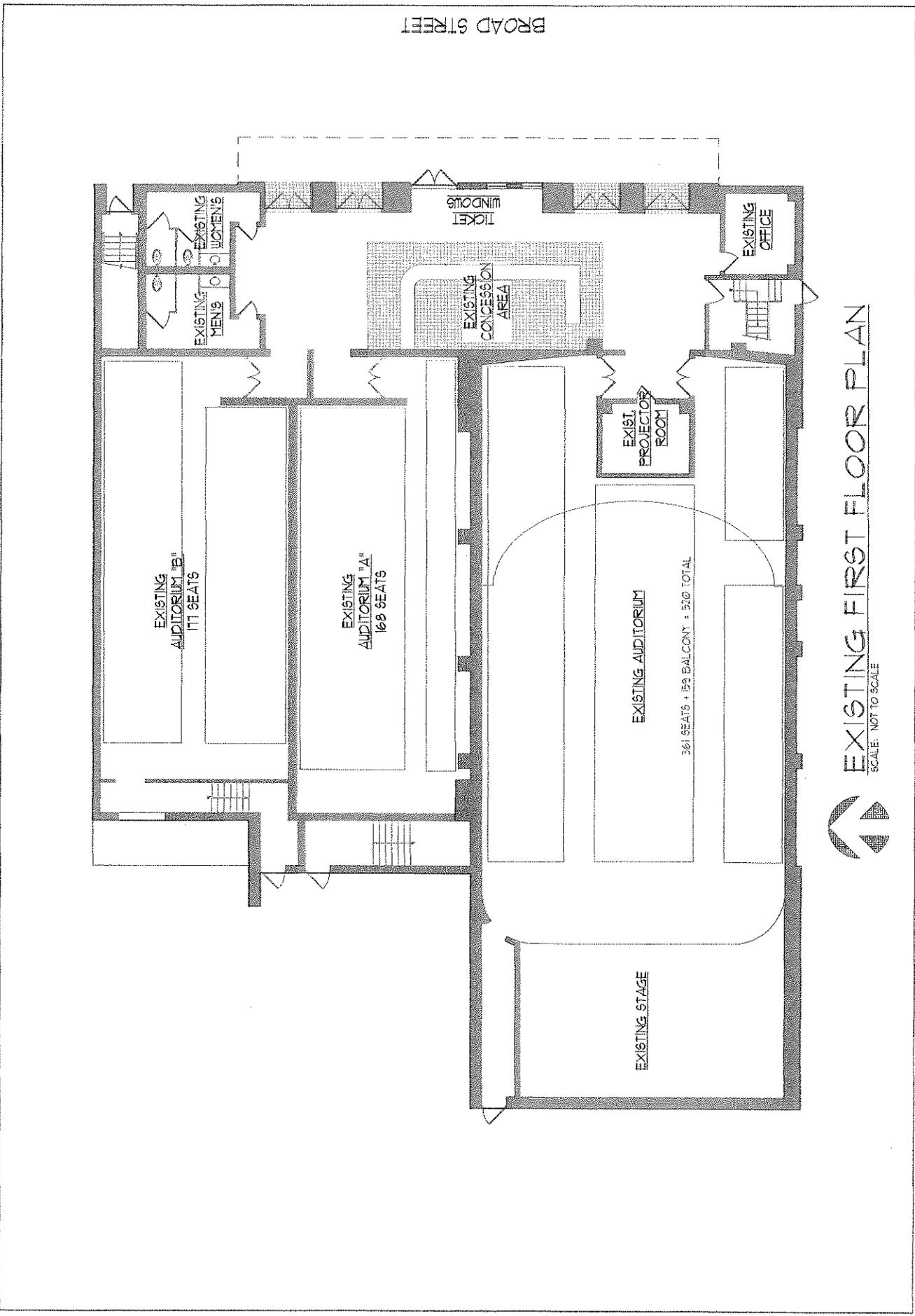
DATE 06-28-10
SHEET A-0

McCormack + Eiten / Architects, LLP
 200 Broad Street
 7th Floor
 Lake Geneva, WI 53127
 Tel: (262) 249-1231
 Fax: (262) 249-1231
 www.mccormackeiten.com

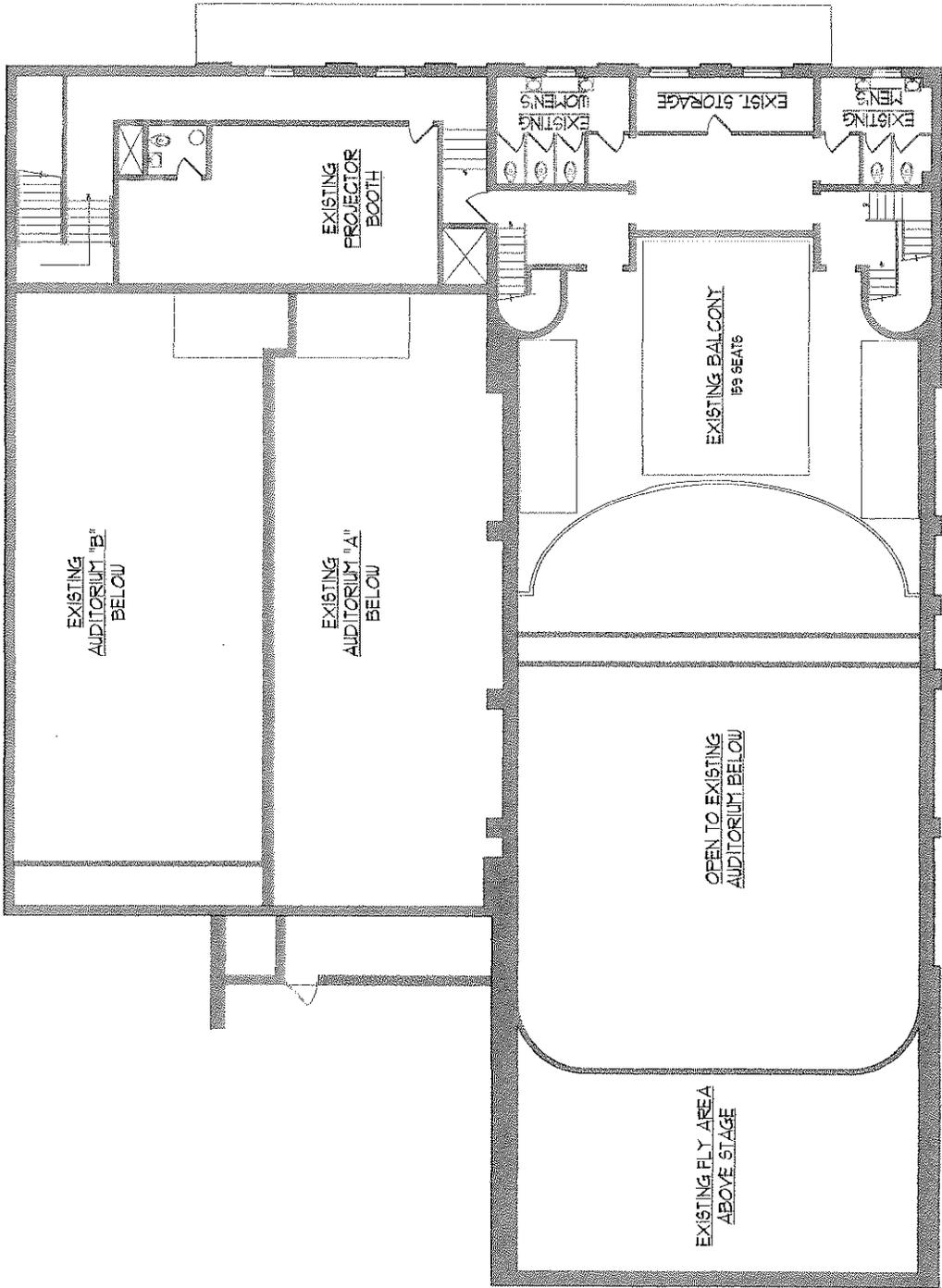
McCormack + Eiten / Architects, LLP

THE PROPOSED NEW LAKE GENEVA
 CULTURAL ARTS CENTER
 244 BROAD STREET
 LAKE GENEVA, WI

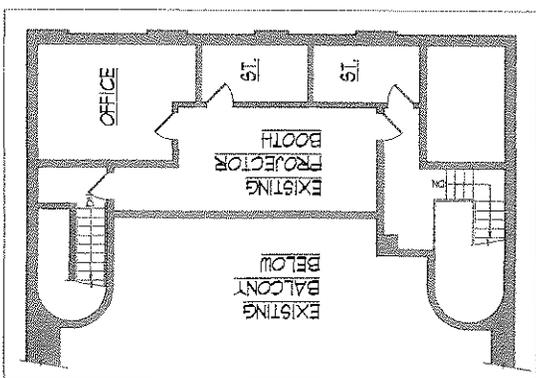
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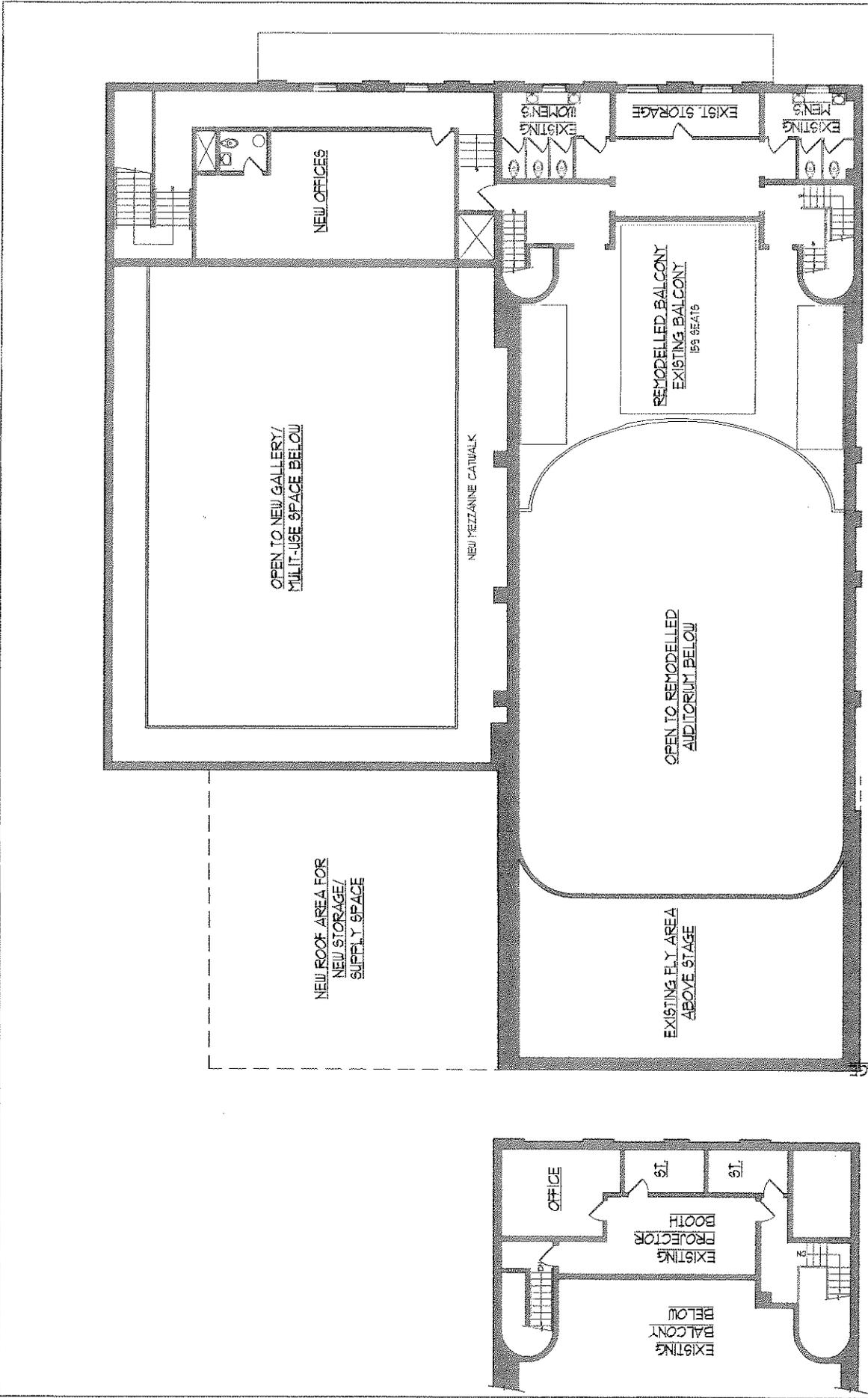
EXISTING FIRST FLOOR PLAN
 SCALE: NOT TO SCALE



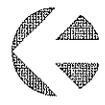
EXISTING SECOND FLOOR PLAN
 SCALE: NOT TO SCALE



EXISTING THIRD FLOOR PLAN
 SCALE: NOT TO SCALE

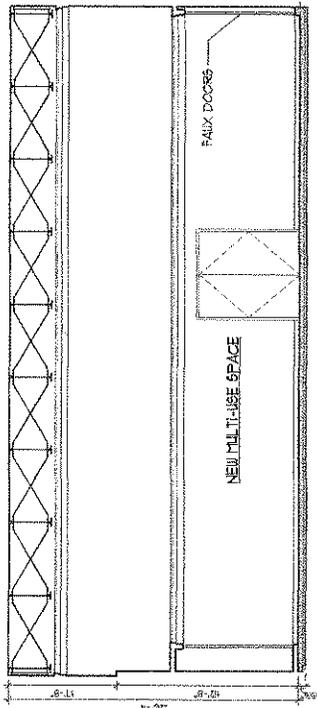


PROPOSED NEW
 SECOND FLOOR PLAN - OPTION I
 SCALE: NOT TO SCALE



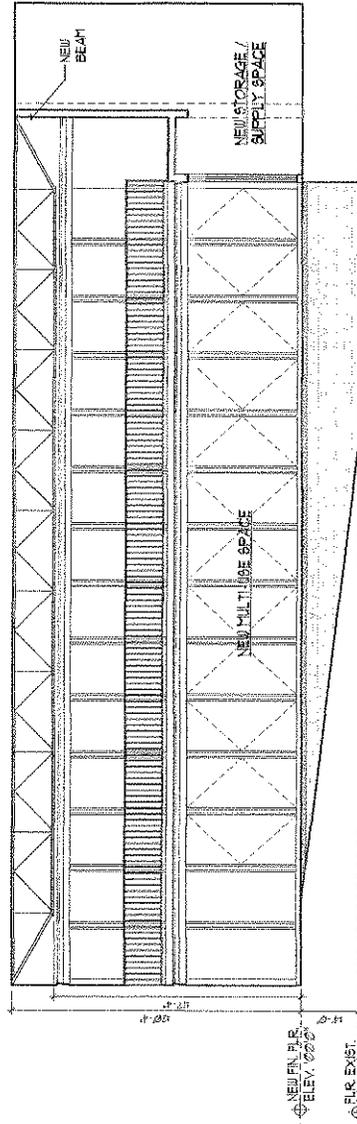
THIRD FLOOR PLAN
 SCALE: 3/16" = 1'-0"

PROPOSED MULTI-USE SPACE



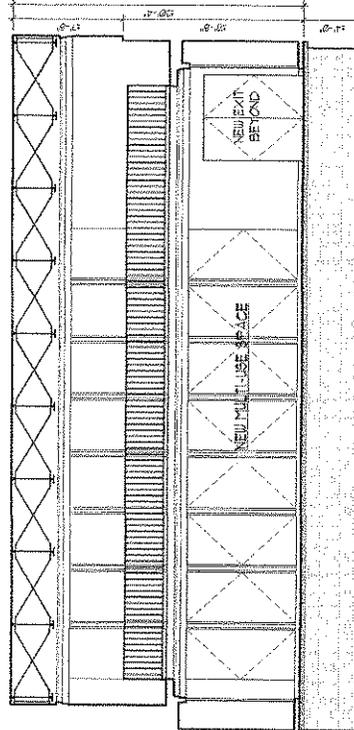
04 EAST INTERIOR ELEVATION

SCALE: NOT TO SCALE



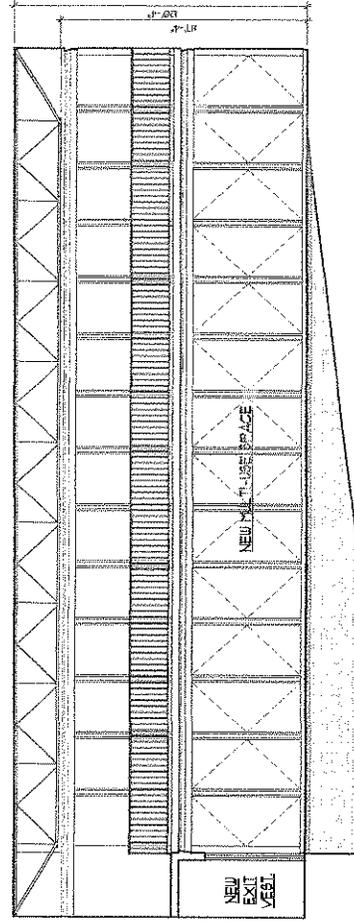
03 SOUTH INTERIOR ELEVATION

SCALE: NOT TO SCALE



02 WEST INTERIOR ELEVATION

SCALE: NOT TO SCALE



01 NORTH INTERIOR ELEVATION

SCALE: NOT TO SCALE

LAKE GENEVA CULTURAL ARTS CENTER: SAMPLE PROGRAM SCHEDULES

The attached calendars for March and December 2013 are hypothetical, based upon intended uses of the Lake Geneva Cultural Arts Center by members of the Friends of the Geneva Theater. Programming will change and evolve during the course of normal operations, but the Lake Geneva Cultural Arts Center will host activities throughout the year catering to a wide range of entertainment tastes.

The Center has two major spaces to stage programs: a dedicated gallery for the visual arts that also can be used for a variety of purposes, and a 500-seat theater for performing arts. Each space can be used for special events, such as business meetings, community gatherings, seminars, weddings, special exhibits, and other one-time activities.

The theater will be used for music performances, theatrical productions, special movies and film festivals, as well as large business meetings and seminars. Over the course of a year, programming in the theater might include:

- Five larger theatrical productions, each involving use of the theater for two to three weeks, including rehearsal time and three to four performances per week.
- Four national-name artists who perform in one-night shows, such as Garrison Keillor.
- Four rock concerts with bands from the Milwaukee and Chicago areas, targeted for younger audiences.
- Six musical events including classical, jazz, and chamber music, and vocals performed by local artists and groups from Milwaukee and Chicago.
- Six movie events including special screenings of films seeking a path to mainstream theaters, as well as classical movies presented in a classic theater.

The gallery will have rotating art exhibits throughout the year in cooperation with the Geneva Lake Art Association and invited artists. In addition, the gallery may also host a Student Art Show in May, and a juried Fine Art Fair in December, which will provide Lake Geneva residents and visitors with opportunities to purchase the work of talented Wisconsin artists. Other possibilities include shows of the work of Midwestern model ship builders and fine quilt makers.

The event labeled "Local Option," open to the public without charge, may feature jazz and other musical groups and soloists, improv and comedy, open stage readings with actors chosen from the audience, or student-only musical and vocal groups. Smaller events will be accommodated in the gallery, while larger audiences can be moved to the theater.

March Calendar.

~ March 2013 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				Theater production	1 Theater production	2 Theater production
3 Theater production	4 Classes (art, acting, genealogy, local history, etc.)	5 Classes	6 Local Options (resident author, musician, etc.)	7 Theater production	8 Theater production	9 Theater production
10 Theater production	11 Classes	12 Classes	13 Book to Screen, book discussion and film screening	14	15	16 St. Patrick's Day Celebration Irish music, literature, theater
17	18 Classes	19 Classes	20 Open Improv and comedy night	21	22	23 Name Act
24	25 Classes	26 Classes	27	28 1950s Film Festival	29 1950s Film Festival	30 1950s Film Festival GLAA Amazing Quilts show
31 1950s Film Festival GLAA Amazing Quilts show, continuing through the first weekend in April.	<p>The theater production will be a single show running for two consecutive weekends.</p> <p>Local Options is an ongoing series that showcases talented residents.</p> <p>Name Act will be a well-known artist or author, most likely a good friend of a Lake Geneva resident, who would be willing to make an appearance at the Lake Geneva Theater as a benefit.</p>					

More Calendars: April | May | June

December Calendar.

- December 2013 -						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Classes	3 Classes	4 Local Option	5	6 GLAA Fine Art Fair	7 Dance Factory's 'Nutcracker' Matinee Evening GLAA Fine Art Fair
8 Dance Factory's Nutcracker Matinee GLAA Fine Art Fair	9 Classes (art, acting, genealogy, local history)	10 Classes	11 Book to Screen (book discussion and film screening)	12 Theatrical Production Holiday Show	12 Theatrical Production Holiday Show	12 Theatrical Production Holiday Show
12 Theatrical Production Holiday Show	16 Classes	17 Classes	18 Local Option (author, musician)	12 Theatrical Production Holiday Show	12 Theatrical Production Holiday Show	12 Theatrical Production Holiday Show
12 Theatrical Production Holiday Show	23	24	25	26 Holiday Film Festival	27 Holiday Film Festival	28 Lake Geneva Symphony Chamber Ensemble evening
29 Lake Geneva Symphony Chamber Ensemble matinee	30	31	<p>Notes:The Dance Factory is a dance school based in Delavan, directed by Tina Lendman. Members of the Lake Geneva Symphony Orchestra will perform chamber music, including selections from Bach, Telemann, Vivaldi, and Handel. GLAA Fine Art Fair will provide visitors to Lake Geneva with opportunities to purchase unique holiday gifts.</p>			

ATTACHMENT F
FUNDING RESTORATION OF THE GENEVA THEATER



FUNDING RESTORATION OF THE GENEVA THEATER

Restoring the historic Geneva Theater for use as both a gallery for visual arts and a performance space for musical and theatrical groups will require substantial support from Geneva Lake area residents, organizations, and corporations. The restoration effort – bringing the building up to code, redecorating it to be attractive to users and visitors, and providing modern furniture and equipment – may also appeal to a number of preservation programs and foundations. The eventual scale of restoration will depend both on problems uncovered once work begins (can elements be upgraded or must they be replaced?) and on the response of benefactors to fundraising appeals. The experience of other Wisconsin communities in creating landmark-quality cultural centers suggests that inspiring visions will inspire high levels of support, so appeals for funds will show everything that can be done if funds are available. For planning purposes, we assume that the upper limit of a combined list of essential repairs and desirable features could be \$1.5 million.

A general rule of thumb in non-profit capital campaigns is that 25% of revenues will come from institutional sources (such as foundations and government programs), 50% will come from major donors (gifts of \$10,000 or more), and 25% will come from smaller gifts, fundraising events, and memberships. Friends of the Geneva Theater, Inc., has begun to develop community support for restoration via its website, fundraising events, and presentations to community organizations; the pace of soliciting major donors will accelerate as soon as City ownership is certain.

In addition to the corporations and private foundations based in Lake Geneva who contribute to local causes, a number of the institutional sources will be especially appropriate for appeals to assist in historic restoration; some of these sources (and others) may also provide funding for the visual and performing arts groups who will use the re-opened theater. The "Potential Requests" ¹ listed for these funding sources total \$758,000; if only 50% of these requests are successful, institutional sponsors will still provide 25% of the funds needed to restore the Geneva Theater.

Jeffris Family Foundation (Janesville) specializes in "Capital improvement projects that are consistent with and part of an overall master plan or Historic Structures Report," and would fund the preparation of a Historic Structures Report. Evaluation criteria are that "Projects must be locally, regionally, or nationally significant; Foundation support typically represents a significant portion of the project, often ranging from 25% to 33% of the total project cost requiring a significant amount of funds from broad-based community support; organizations must demonstrate the ability to sustain their projects after they are funded; the primary focus is on projects in smaller communities under 100,000 in population; and projects relating to historic sites and structures must serve a public purpose." Restoration of the Stoughton Opera House, discussed in Attachment D, was partially funded by the Foundation. Jeffris will not pay building or land acquisition costs or costs of operating the theater, but would want to pay 25-33% of all other renovation costs.

Potential Request: \$375,000

USDA Rural Development Community Facility Grants fund projects in communities less than 20,000 with substantial low-income populations (Lake Geneva's Median Household Income is

¹ The specific request to be made to each funding source will be set after discussions with program officers. The dollar amount listed here for each source is based on its guidelines and is provided to illustrate how restoration of the Geneva Theater might be funded.

less than the state's non-metro Median, and 50% of Badger High School students come from families eligible for free or reduced-price lunches). Projects can be used to construct or improve community facilities, including purchase of equipment. A grant could cover up to 15% of project cost; a 40-year loan @ 3.375% may fund up to 75% of project costs. (Highest priority in competitions for grants goes to smaller communities with high concentrations of low-income families.)

Potential Request: \$225,000

National Trust for Historic Preservation

Grants from the National Trust Preservation Funds encourage preservation at the local level by providing seed money for preservation projects. The majority of funding is awarded for planning activities and educational efforts focused on engaging new audiences in the preservation movement; funding does not cover construction or salaries. Funding generally ranges from \$2,500 to \$5,000, and all grants must be matched dollar-for-dollar. On-line application; deadlines: 2/1, 6/1, 10/1. (The Trust staff may assign our application to a fund specifically for Wisconsin projects.)

Potential Request: \$5,000

Alliant Energy Foundation (on-line application deadlines 1/15, 5/15, and 9/15); most grants @ \$1,000; may only apply once in a calendar year.

Potential Request: \$1,000

Community Foundation of Southern Wisconsin (on-line application due 9/1) "Average grants are between \$500 and \$2,000 and must offer practical solutions to current needs in ... and Walworth counties. The Foundation favors projects that promote cooperation and collaboration in addressing positive change, promote volunteer involvement, strengthen an organization's effectiveness and stability..."

Potential Request: \$2,000

Green Bay Packers Foundation (on-line application due 8/1) About 50% of the Foundation's money goes to non-profits in Brown County; in 2011, \$136,820 went for grants made to 49 other groups around the state. In recent years, it has funded (@ \$1,000 or \$2,000) the Geneva Lake Museum, Side by Side, and Friends of Lakeland School.

Potential Request: \$2,000

Wisconsin Energy Foundation (on-line application deadlines 1/31, 4/30, 7/31, and 10/31). "Arts/culture" is one focus for funding, and they contribute to a limited number of capital campaigns; most grants have been for \$5,000 or less. Grants of \$25,000 or more are rare. "We consider many factors, includingsupport from other funding sources, and the proposal's overall budget and projected impact on the community."

Potential Request: \$5,000

Richard and Ethel Herzfeld Foundation, Inc. (Milwaukee) makes "grants in arts and culture that promote long-term organizational health, such as strategic planning, business planning, and institutional and program evaluation. It is particularly interested in collaboration among cultural organizations."

Potential Request: \$5,000

Windhover Foundation (Sussex) supports "organizations dedicated to meeting a pressing, unified social need" including arts centers

Potential Request: \$1,000

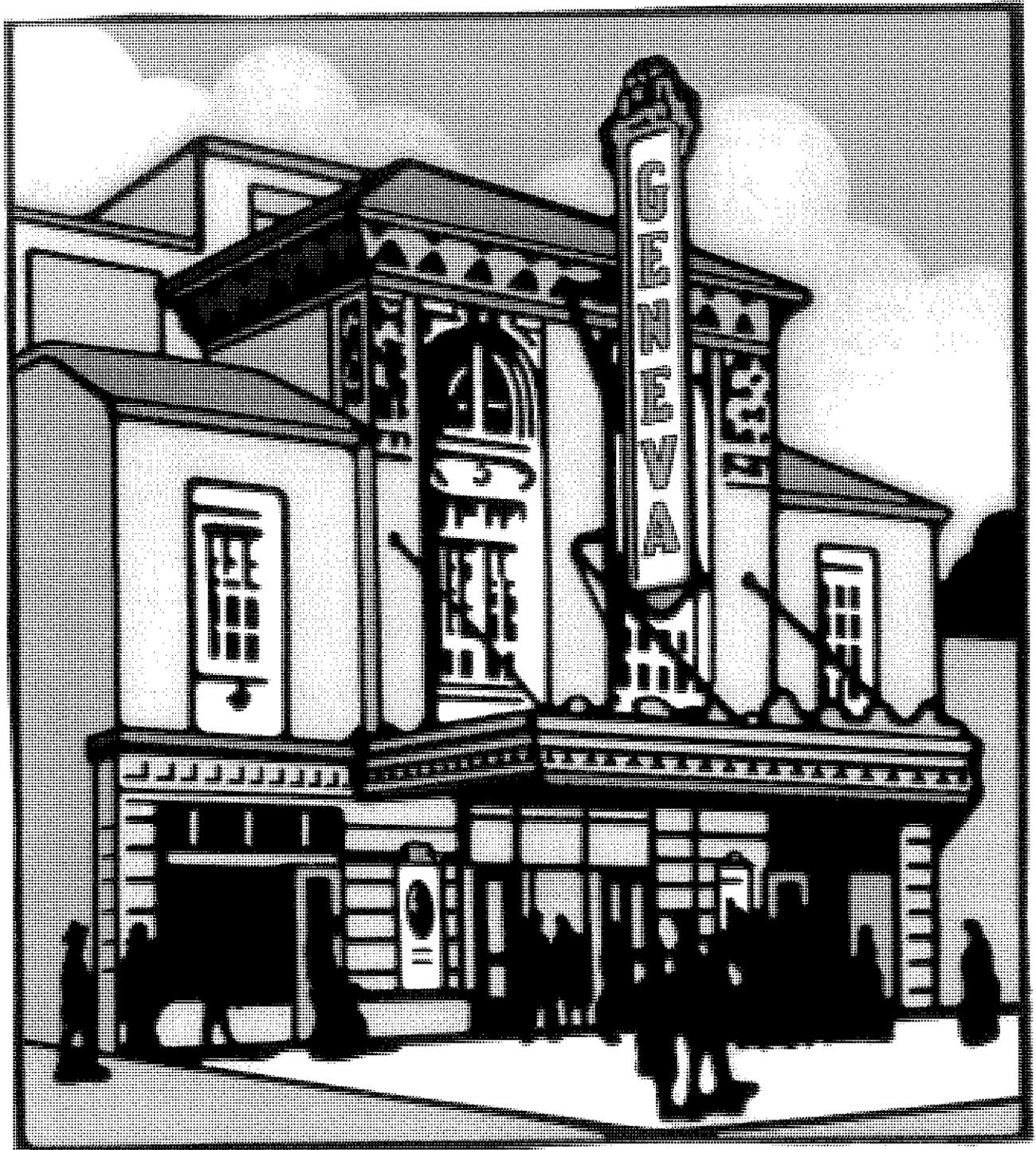
Marquette University's *Foundations in Wisconsin* lists a number of Wisconsin foundations which have funded projects related to performing arts, music, museums and visual arts, arts alliances, and/or historic preservation; not listed are foundations which only give in other parts of the state, or which do not accept "unsolicited" proposals.

Anon Charitable Trust (Milwaukee)
Arden Foundation (Milwaukee)

Potential Request: \$5,000
Potential Request: \$3,000

Arzbaeher Family Foundation (Brookfield)	Potential Request: \$2,000
Robert W. Baird Foundation (Milwaukee)	Potential Request: \$2,000
Alvin and Marion Birnschein Foundation, Inc. (Milwaukee)	Potential Request: \$5,000
Patrick and Anna M. Cudahy Fund (Evanston)	Potential Request: \$5,000
Barbara Meyer Elsner Foundation (Milwaukee)	Potential Request: \$1,000
Albert and Flora Ellinger (Milwaukee)	Potential Request: \$1,000
Ettinger Family Foundation (Bayside)	Potential Request: \$5,000
Gardner Foundation (Milwaukee)	Potential Request: \$2,000
Evan and Marion Helfaer Foundation (Elm Grove)	Potential Request: \$1,000
Holt Family Foundation, Ltd. (Elm Grove)	Potential Request: \$1,000
Frieda and William Hunt Memorial Trust (Milwaukee)	Potential Request: \$2,000
Dorothy Watkins Inbusch Foundation (Milwaukee)	Potential Request: \$3,000
Susan and Leander Jennings Foundation (Milwaukee)	Potential Request: \$2,000
Johnson Controls Foundation (Milwaukee)	Potential Request: \$1,000
Joy Global Foundation, Inc. (Milwaukee)	Potential Request: \$2,000
Kachel Family Foundation (Whitewater)	Potential Request: \$1,000
Kikkoman Foods Foundation (Walworth)	Potential Request: \$2,000
Kolaga Family Charitable Trust (Wauwatosa)	Potential Request: \$2,000
Krause Family Foundation, Inc. (Glendale)	Potential Request: \$2,000
Laskin Family Foundation (Milwaukee)	Potential Request: \$3,000
Lawrence A. and Claire.A. Liebe Family Foundation (New Berlin)	Potential Request: \$1,000
Lubar Family Foundation (Milwaukee)	Potential Request: \$2,000
Anne and Fred Luber Foundation (Milwaukee)	Potential Request: \$1,000
M & I Foundation (Milwaukee)	Potential Request: \$2,000
Marcus Corporation Foundation (Milwaukee)	Potential Request: \$1,000
George L. N. Meyer, Jr. Family Foundation (Wauwatosa)	Potential Request: \$1,000
Mouat Charitable Trust (Janesville)	Potential Request: \$5,000
Nasgovitz Family Foundation, Inc. (Shorewood)	Potential Request: \$5,000
Nicholas Family Foundation Trust (Mequon)	Potential Request: \$5,000
Charles D. Orgeisen Foundation (Mequon)	Potential Request: \$2,000
Parker Foundation (Janesville)	Potential Request: \$1,000
Clare M. Peters Charitable Trust (Milwaukee)	Potential Request: \$2,000
Anthony Petullo Foundation, Inc. (Milwaukee)	Potential Request: \$1,000
Plan Foundation (Waukesha)	Potential Request: \$5,000
Plunkett Family Foundation (Milwaukee)	Potential Request: \$1,000
PPC Foundation (Milwaukee)	Potential Request: \$1,000
RDK Foundation (Milwaukee)	Potential Request: \$10,000
Joseph and Evelyn Richardson Foundation, Inc. (Kohler)	Potential Request: \$2,000
S.C. Johnson Fund, Inc. (Racine)	Potential Request: \$5,000
Schoenleber Foundation (Milwaukee)	Potential Request: \$5,000
Sensient Technologies Foundation (Milwaukee)	Potential Request: \$2,000
A.O. Smith Foundation (Milwaukee)	Potential Request: \$1,000
Nancy Woodson Spire Foundation, Inc. (Wausau)	Potential Request: \$5,000
Bert L. and Patricia S. Steigleder Charitable Trust (Milwaukee)	Potential Request: \$5,000
Jack and Joan Stein Foundation, Inc. (Milwaukee)	Potential Request: \$1,000
Stephens Family Foundation (Shorewood)	Potential Request: \$2,000
R.A. Stevens Family Foundation (Genessee Depot)	Potential Request: \$5,000
E.C. Styberg Foundation (Racine)	Potential Request: \$2,000
Webcrafters-Frautschi Foundation (Madison)	Potential Request: \$2,000
Weyco Group Charitable Trust (Milwaukee)	Potential Request: \$1,000

ATTACHMENT G
OPERATING THE LAKE GENEVA CULTURAL ARTS CENTER



ATTACHMENT G

OPERATING THE LAKE GENEVA CULTURAL ARTS CENTER

Our research into the operations of the seven cultural arts centers profiled in Attachment D has emphasized their varying goals and financial situations. The documents in this Attachment offer details about the operations of the Centers in Cedarburg, Crystal Lake, and Woodstock, details which illustrate the revenues and expenses coming from varying program activities, varying roles of external sponsor organizations, ad hoc crises arising from specific situations, etc. We have not attempted in our presentation to the Lake Geneva City Council to say that the Lake Geneva Cultural Arts Center in 2015 will look like Cedarburg in 2012 or Crystal Lake in 2011, but rather we offer these financial statements to help to Council understand the factors which will affect the Lake Geneva Center once it opens.

**CCC
FY2013 BUDGET**

**CEDARBURG CULTURAL CENTER
FY 2012 BUDGET**

Ordinary Income/Expense	Totals
Unrestricted Contributions	
Contributions - Bequest	\$0.00
Contributions - Honorary/Memorial	\$0.00
Contributions - Donation Boxes & Tips	\$3,000.00
Contributions - Foundation	\$10,000.00
Contributions - Membership	\$59,750.00
Unrestricted Contributions - Other	
Total Unrestricted Contributions	\$72,750.00
Restricted Contributions	
Foundation Grants	\$2,500.00
Restricted Contributions - Other	
Total Restricted Contributions	\$2,500.00
Fundraising Events	
Ticket Sales - Fundraising	\$23,000.00
Auction Proceeds	\$11,000.00
Raffle Tickets - Fundraising	\$3,000.00
Hang It Again	\$3,000.00
Bar Sales	\$2,000.00
Sponsorships - Fundraising Events	\$5,000.00
Fundraising Events - Other	
Total Fundraising Events	\$47,000.00
Education	
Class Registration Fees	\$27,000.00
Sponsorships/Grants - Education	\$10,500.00
Classroom Rent	\$1,000.00
Class Supply Fees	\$100.00
Plein Air Fees	\$1,000.00
Education - Other	
Total Education	\$39,600.00
Exhibits	
Art Sales	\$13,000.00
Main Street Gallery Sales	\$4,000.00
Bar Sales - Exhibits	\$1,000.00
Jury Fees	\$1,300.00
Sponsorships/Grants - Exhibit	\$4,000.00
Exhibits - Other	
Total Exhibits	\$23,300.00
Festivals	
Booth Fees - Festivals	\$29,000.00
Jury Fees - Festivals	\$2,500.00

**CCC
FY2013 BUDGET**

**CEDARBURG CULTURAL CENTER
FY 2012 BUDGET**

Ordinary Income/Expense		Totals
Bar Sales - Festivals	\$13,000.00	
Food Sales - Festivals	\$22,000.00	
Sponsorship - Festivals	\$2,000.00	
Raffle - Festivals	\$4,500.00	
Festivals - Other		
Total Festivals		\$70,000.00
Historic Programs		
Fireside Chats	\$750.00	
Arch. Treasures Tour Tickets	\$6,500.00	
Arch. Treasures Tour Sponsorships	\$5,000.00	
Gothic History Tour Tickets	\$5,000.00	
Gothic History Tour Sponsorships	\$1,500.00	
Book, Photo & Merchandise Sales	\$1,800.00	
Century Home Database	\$4,000.00	
Appraisal Day	\$2,500.00	
Sponsorships/Grants - Historic Programs	\$3,000.00	
Historic Programs - Other		
Total Historic Programs		\$30,050.00
Historic Properties		
Kuhefuss House Tours	\$1,250.00	
Kuhefuss House School Tours	\$350.00	
Bar Sales - KHM Festival	\$10,000.00	
Sponsorships/Grants - Historic Properties	\$2,000.00	
Brick Sales	\$250.00	
Contributions - Historic Properties	\$0.00	
Kuhefuss House Fundraisers	\$0.00	
Historic Properties - Other		
Total Historic Properties		\$13,850.00
Performances		
Ticket Sales	\$25,000.00	
Bar Sales - Performances	\$8,000.00	
Catering & Concessions - Performances	\$500.00	
Performance Sponsorships	\$9,000.00	
Performances - Other		
Total Performances		\$42,500.00
Rental Income		
Apartment Rent	\$19,700.00	
Commercial Rent	\$33,610.00	
Bar Sales - Rentals	\$17,250.00	
Main Street Gallery	\$1,325.00	
Facilities Rental	\$34,750.00	

**CCC
FY2013 BUDGET**

**CEDARBURG CULTURAL CENTER
FY 2012 BUDGET**

Ordinary Income/Expense	Totals
Parking Fees	\$1,000.00
Rental Income - Other	
Total Rental Income	\$107,635.00
Interest	\$3,600.00
Applied Fund Balance: FY 2011	
Wetzel Fund - KHM Maintenance Offset	\$2,000.00
	\$2,000.00
Gross Profit	\$454,785.00

Expense

Fundraising Event Expense	
Prizes/Event Favors	\$400.00
Catering	\$8,000.00
Marketing/Invitations	\$3,500.00
Rentals: Linens, Tables, Dishes, etc.	\$1,300.00
Bar Expense - Fundraising	\$600.00
Entertainment & Event Décor	\$2,000.00
Program and Other Printing - Fundraising	\$300.00
Hang It Again	\$1,000.00
Fundraising Event Expense - Other	
Total Fundraising Event Expense	\$17,100.00

Education Expense

Marketing - Education	\$4,000.00
Teaching Fees	\$13,000.00
Youth Plein Air	\$500.00
Equipment & Supplies - Education	\$1,200.00
Education Expense - Other	
Total Education Expense	\$18,700.00

Exhibits Expenses

Payments to Artists	\$6,500.00
Equipment & Supplies - Exhibits	\$400.00
Bar Expense - Exhibits	\$300.00
Exhibit Openings/Receptions	\$1,200.00
Program & Other Printing - Exhibits	\$650.00
Marketing - Exhibits	\$3,500.00
Exhibits Expenses - Other	
Total Exhibit Expenses	\$12,550.00

**CCC
FY2013 BUDGET**

**CEDARBURG CULTURAL CENTER
FY 2012 BUDGET**

Ordinary Income/Expense

Totals

Festivals Expenses

Food Expense - Festivals	\$7,000.00
Bar Expense - Festivals	\$3,900.00
Festivals Fees	\$4,500.00
Marketing - Festivals	\$1,000.00
Equipment & Supplies - Festivals	\$1,250.00
Festivals Expenses - Other	

Total Festival Expenses \$18,750.00

Historic Programs Expense

Catering & Concessions - Historic Programs	\$100.00
Book, Photo & Merchandise Sales	\$300.00
Equipment & Supplies - Historic Programs	\$2,200.00
Marketing - Historic Programs	\$4,500.00
Appraisal Day	\$500.00
Exhibits - Historic Programs	\$200.00
Century Homes Plaques	\$1,600.00
Historic Programs - Other	

Total Historic Programs \$9,400.00

Historic Properties Expense

Event Expense - Historic Properties	\$0.00
Marketing - Historic Properties	\$1,000.00
Maintenance - Historic Properties	\$2,700.00
Programming - Historic Properties	\$0.00
Bar Expense - Historic Properties	\$2,400.00
Insurance - Historic Properties	\$485.00
Brick Sales	\$50.00
Utilities/Security - Historic Properties	\$2,200.00
Archiving/Curation - Historic Properties	\$300.00
Historic Properties Expense - Other	

Total Historic Properties Expense \$9,135.00

Performance Expense

Performance Fees	\$15,000.00
Sound/Lights	\$500.00
ASCAP	\$150.00
Ticket Printing & Fees	\$250.00
Bar Sales - Performance	\$1,800.00
Caterers & Concessions	\$200.00
Rentals: Linens, Tables, Dishes, etc.	\$50.00
Décor and Take-Homes - Performance	\$150.00
Marketing - Performance	\$4,000.00
Contractual Obligations - Performance	\$100.00

**CCC
FY2013 BUDGET**

**CEDARBURG CULTURAL CENTER
FY 2012 BUDGET**

Ordinary Income/Expense	Totals
Performance Expense - Other	
Total Performance Expense	\$22,200.00
 Memberships/Fundraising	
Marketing	\$4,000.00
Donor Management Software	\$500.00
Entertainment/Donor Relationships	\$1,300.00
Total Memberships/Fundraising	\$5,800.00
 Facilities - CCC	
Maintenance & Supplies	\$10,000.00
Utilities/Security - Facilities	\$20,000.00
Facilities - Other	
Total Facilities	\$30,000.00
 Facilities Rentals	
Linens & Table Rentals	\$5,000.00
Real Estate Taxes	\$3,800.00
Marketing	\$1,000.00
Sound/Lights	\$0.00
Bar Expense - Rentals & Events	\$5,175.00
Rentals - Other	
Total Rentals	\$14,975.00
 General Management	
Computer: Hardware/Software	\$1,000.00
Computer: Support and Backup	\$1,750.00
Telecommunications: Phone/Internet	\$2,200.00
Office Supplies & Equipment	\$6,100.00
Credit Card Processing Fees	\$2,400.00
Licenses	\$1,025.00
Dues, Memberships & Subscriptions	\$1,200.00
Insurance	\$9,300.00
Staff Good & Welfare	\$150.00
Bank Service Charges	\$150.00
Gifts	\$200.00
Postage	\$1,200.00
Board, Volunteer & Staff Development	\$1,000.00
Professional Services	\$2,500.00
Travel	\$100.00
General Management - Other	
Total General Management	\$30,275.00
 Payroll Expenses	

**CCC
FY2013 BUDGET**

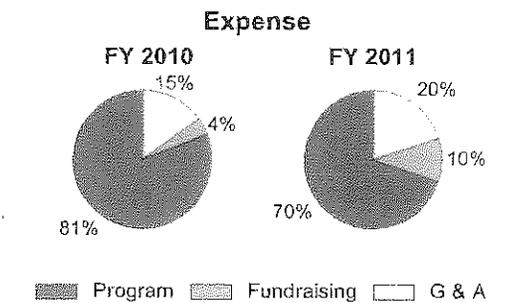
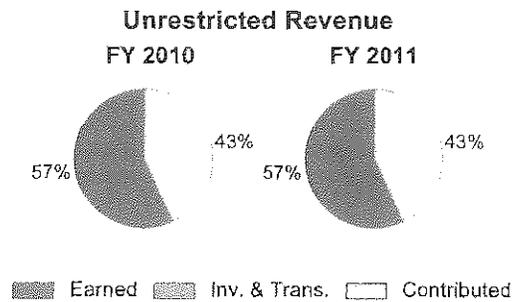
**CEDARBURG CULTURAL CENTER
FY 2012 BUDGET**

Ordinary Income/Expense		Totals
Payroll	\$232,354.00	
Workers Comp Insurance	\$1,831.00	
Payroll Processing	\$2,150.00	
FICA	\$18,356.00	
Simple IRA Match	\$8,000.00	
Payroll Expenses - Other		
Total Payroll Expenses		\$262,691.00
Total Expense		\$451,576.00
Net Ordinary Income		\$3,209.00
Cash Flow		
Depreciation	\$32,000.00	
Bad Debts	\$200.00	
Total Cash Flow		\$32,400.00
Net Positive Cash Flow		\$0.00

Raue Center For The Arts, Inc.

Annual Report

Financial Activity	FY 2010	FY 2011	% chg
Unrestricted Activity			
Unrestricted Revenue			
Earned			
Program	\$550,513	\$663,176	20%
Non-program	194,004	213,232	10%
Total Earned	744,517	876,408	18%
Investments & transfers			
Realized gains/losses	0	0	n/a
Unrealized gains/losses	0	0	n/a
Interest & dividends	0	45	n/a
Transfers and reclassifications	0	0	n/a
Total investments & transfers	0	45	n/a
Contributed	567,251	661,955	17%
Total Unrestricted Revenue	\$1,311,768	\$1,538,408	17%
Expenses			
Program	\$1,206,834	\$1,178,770	-2%
Fundraising	65,590	168,396	157%
General & administrative	216,500	336,791	56%
Total Expenses	\$1,488,924	\$1,683,957	13%
Net Unrestricted Activity	(\$177,156)	(\$145,549)	
Net Temporarily Restricted Activity	\$0	\$0	
Net Permanently Restricted Activity	\$0	\$0	
Net Total Activity	(\$177,156)	(\$145,549)	



Raue Center For The Arts, Inc.

Annual Report

Attendance	FY 2010	FY 2011	% chg
Total paid attendance	53,200	56,400	6%
Physical	53,200	56,400	6%
Virtual	0	0	n/a
Total attendance	53,200	56,400	6%
Physical	53,200	56,400	6%
Virtual	0	0	n/a
Children 18 and under attendance	20,000	22,300	12%
Physical	20,000	22,300	12%
Virtual	0	0	n/a
Number of groups of children 18 and under	56	58	4%
Physical	56	58	4%
Virtual	0	0	n/a
Number of other groups	17	21	24%
Physical	17	21	24%
Virtual	0	0	n/a
Classes and workshops attendance	2,165	2,340	8%
Physical	2,165	2,340	8%
Virtual	0	0	n/a



Raue Center For The Arts, Inc.

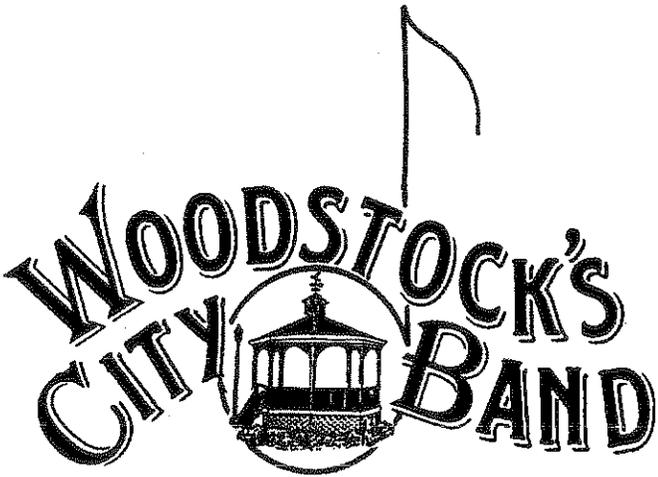
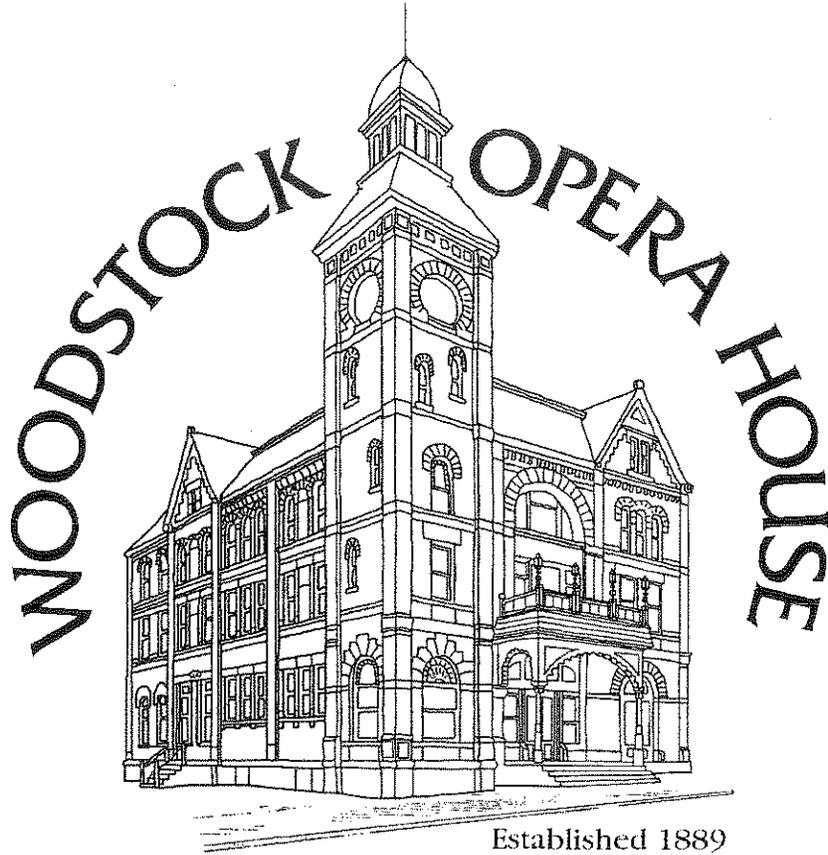
Annual Report

Program Activity	FY 2010	FY 2011	% chg
Live productions - self-produced	73	74	1%
Public performances - home	102	103	1%
Public performances - away	3	3	0%
Permanent exhibitions	1	1	0%
Temporary exhibitions	16	16	0%
Classes & workshops for the public/constituents	5	5	0%
Classes & workshops for professional artists	2	2	0%
Tours	15	13	-13%
Number of tour occurrences	19	15	-21%
Films	24	24	0%
Number of film screenings	24	24	0%
Lectures	2	2	0%
Number of lecture occurrences	2	2	0%
Exhibition openings	7	9	29%
National premieres	1	0	n/a
Local premieres	6	7	17%
Works commissioned	3	2	-33%
Workshops or readings of new works	6	7	17%
Off-site school programs	2	3	50%
Number of off-site school program occurrences	2	3	50%
Rentals of your facility by others	48	48	0%

WOODSTOCK OPERA HOUSE

BUDGET REQUEST

FY12/13



TO: Tim Clifton, City Manager
FROM: John H. Scharres, Opera House Director
RE: 2012/2013 Budget Transmittal
DATE: June 25, 2012

The past 12 months have been both challenging and productive for the Woodstock Opera House. A major lightning storm severely damaged the facility days before the opening of the Mozart festival in July, pushing the staff's resourcefulness to their limits. At the same time, the continued weak economic climate has resulted in limited financial resources. On the other hand, financial contributions from two resident organizations allowed for staff to execute needed repairs to the roof and theatre and to install long awaited safety railings in the auditorium balcony. Through it all, facility usage remained strong, average paid attendance was stable and the Opera House's long standing reputation for excellence continued to grow.

The FY12/13 Opera House Budget request of \$604,100 represents a DECREASE (\$5,000) from the amount budgeted in FY11/12. Achieving this and past reductions has been difficult and is a direct response to the financial restraints enacted by the City to help weather current economic conditions. To realize the Opera House's financial goals some expense line items will need to continue with a zero dollar budget amount. Additionally, other line items are expected to remain stable or even be reduced for the next budget year, through careful negotiation and scrutiny. Yet, despite these continued financial limitations, staff members plan to provide the same high level of quality service and support that has come to be expected by our business partners and patrons.

Revenue – The Performing Arts Fund includes three budgets: Woodstock Opera House, Woodstock City Band and the Stage Left Café. The Opera House and the Stage Left Café are both income generating facilities. Opera House revenues for FY11/12 are currently projected to be less than the established budgeted amounts. This reduction is primarily due to a decrease in the property tax receipts received by the Performing Arts Fund and a decrease in the revenue generated by program activities. However, FY11/12 revenues for the Stage Left Café are projected to exceed expectations for the sixth consecutive year. With the growing annual profit from the Café, these funds can be used to help balance the Opera House budget in its entirety and reduce the annual subsidy required from the General Corporate Fund.

The administrative refinements made in FY07/08 to the Stage Left Café business plan have continued to produce improvements in operational efficiency and income. By working with an experienced part-time staff, carefully controlling inventory and applying stringent methods of accounting, the Stage Left Café has become a stable business with operating costs consistently exceeding expenses. These factors, in conjunction with a steady increase in our client base and patronage, are the primary reason the Café revenues are expected to exceed its budgeted expenditures for FY11/12. Current projections indicate that total profits will be in excess of \$27,000, an increase of 14% over FY10/11. This growth is expected to continue into FY12/13 by strengthening ties to existing customers and expanding efforts to bring more programs and patrons to the establishment.

Each year the Opera House staff reviews all current fees and charges for contractual services. Two years ago several fees were increased including: the fee to hang art exhibits in the Community Room; the cost to place an ad in our events brochure; rental for the bandstand; the fee charged to use the grand piano for stage performances; and a fifty cent increase in the hourly rate charged for employee labor. Many of those increases did not take effect until this past year, due to the timing of when contracts were issued and when the fee increases took effect. The fee increases combined with a continued weak economy resulted in some users doing fewer performances or finding ways to use less in-house services. Others users have simply moved to different, cheaper venues or ceased production entirely. This has had a negative effect on income because, while average attendance per performance did increase in FY 11/12, overall gross attendance decreased due to fewer stage performances, resulting in lower revenue for rental and services. **With this in mind, the Opera House staff is not recommending any additional fee increases for this budget year.** However, staff does propose the creation of a new and specific licensing contract for wedding rentals. Unlike our current licensing contract that charges a combination of fixed, hourly and a la carte fees, the new license would be all-inclusive, combining all fees and services into one set price. This will allow the Opera House to streamline negotiations, avoid problems with invoicing after wedding events and increase overall profit margins.

Expenses – Current projections for FY11/12 indicate that all major budget lines including Salaries, Personal Services, Contractual Services and Commodities are expected to be at or below their budgeted amounts. When all budget expense lines are totaled, the Opera House operating expenses are projected to be under the budgeted amount for FY11/12 by \$16,500. In addition, both the City Band and the Stage Left Café are projected to have lower than budgeted expenses as well. This is a direct result of the Opera House management team continuing its efforts to contain control and/or limit the cost of operation at every opportunity. Some examples include: the Box Office Manger replacing the decades old office document copier with a new machine that combined multiple printer functions, cost less to purchase and saved hundreds of dollars on annual maintenance fees; the Building Manager, working in cooperation with the Friends of the Opera House, repaired a leaking section of roof and restored damaged plaster work in the theatre at no cost to the City; and after the building was severely damaged by lightning the Production Manger worked with a local contractor to repair and even upgrade a disabled stage lighting control system with no interruption in service to our users.

The Opera House budget also contains a cursory review of the FY11/12 activities carried out by the Opera House staff. It details many non-revenue generating public and civic events for which the Opera House not only provides support but also sponsorship or management. In addition, the Opera House staff provides labor and technical assistance to City Hall and other departments. In this way the Opera House is a multi-faceted department that offers services and project support well beyond its role as an entertainment venue. Without the assistance, direction and sponsorship of the Opera House, many community events would either not exist or would be far more limited in their scope. It should also be noted that the events and activities presented at the Opera House, Stage Left Café and Park-in-the-Square make a significant contribution to the Woodstock economy. **By using 2011 attendance figures, FY11/12 operations budget and local population count then entering those numbers into the Arts & Economic Prosperity Calculator III, developed by the national non-profit organization, Americans for the Arts, the current impact of the Opera House on the local economy is estimated at \$2,042,100.**

Like similar City operations, e.g. Recreation, Parks, Police, etc., the Opera House receives an annual subsidy, by way of a transfer from the General Corporate Fund, to finance the breadth of community services provided. The General Fund subsidy for FY11/12 was budgeted at \$222,400 and is now projected to be \$230,100. The requested General Fund subsidy for FY12/13 is budgeted at \$259,800 which is \$29,700 or a 13% increase from the FY11/12 budget projection. The increase is primarily due to a reduction in Property Tax revenues (\$23,000) and an increase in the transfer required to the Employee Insurance Fund (\$7,400).

Events & Programs – While FY11/12 programming continued to focus on events presented by our resident companies and community users, the Opera House, as a presenting organization, hosted several renowned performers during the year. These performers included a sold-out evening with world famous singer/song writer Judy Collins, an unforgettable theatrical presentation by the internationally acclaimed Cashore Marionettes and a unique event featuring a screening of the 1934 silent film “A Story of Floating Weeds” by legendary Japanese filmmaker Yasujiro Ozu, presented with a musical score commissioned by the New York Guitar Festival and performed live on stage by its author and composer, Alex De Grassi. For FY12/13 staff has already booked well known musician, Greg Lake, who is the founding member and lead vocalist of the popular groups Emerson, Lake & Palmer and King Crimson. Greg will host an evening of music and stories from his years spent with both bands. Also on the schedule is a concert by folk artist, Tom Paxton, and an evening with Canned Heat featuring three of the group’s original members and nationally promoted as “Woodstock’s original blues/rock band”. Additional renowned acts or performers will be added as the year progresses.

The FY12/13 Performing Arts Budget will continue to address recommendations contained in the City’s Vision 20/20 statement. For example, in support of a culturally enriched environment the staff will present twelve outdoor concerts featuring a wide range of music and cultural styles. These free public concerts will include eight performances by the Woodstock City Band, one of the oldest municipal bands in the country, who are currently preparing to present their 128th season in the Park-in-the-Square. The Opera House will also continue to be the home for its five resident companies, the Woodstock Fine Arts Association, TownSquare Players, Woodstock Musical Theatre Company, Judith Svalander Dance Theatre and the Woodstock Mozart Festival. Each of these organizations offer a wide variety of affordable performances and opportunities for local and regional citizens of all ages and cultures in the fields of dance, music, drama, and the performing arts. In addition, the Stage Left Café will host more than 48 Open Mic and Jazz Nights along with regular installments of the popular Spoken-Word Café and jam sessions with the official house band, The Stage Leftovers. New for FY12/13, the Café will host monthly musical events by and for women and a bimonthly senior’s event sponsored by the Recreation Department and Hearthstone Manor.

With all of the challenges presented in the past few years of economic uncertainty, the Woodstock Opera House has maintained its prominent position as a vital component to the local economy. The pride and dedication shown by its staff, patrons, users and local citizens continues to translate into a vast reservoir of support for the facility as a centerpiece of culture, art and historic preservation. In return the Opera House, as a department of the City, provides the community with events, activities, technical support and opportunities in a unique setting that is unrivaled by other municipalities.

WOODSTOCK OPERA HOUSE
FY 11/12
HIGHLIGHTS & ACCOMPLISHMENTS

Business Administration

- The Woodstock Opera House hosted 531 events in the 2011 calendar year including 160 main stage activities, 259 Café activities and an additional 112 activities in other parts of the building. The Opera House also assisted in the coordination and technical support of an additional 39 activities in the downtown square throughout the year. As a result an estimated 50,000 people attended events and activities hosted or supported by the Opera House in FY 11/12.
- For 2011 the Opera House sought a new vendor for the creation & distribution of its tri-annual publication, the Opera House events brochure. After careful research it was decided that utilizing a single company that could handle both production and distribution of the brochures would provide substantial savings. Crystal Lake Graphics was chosen as the new vendor and after one full year of service a substantial savings of over \$5,000 was realized. This has had a dramatic cost savings effect on three budget line items; Printing, Postage and Professional services.
- The Opera House is built on the foundation of a supportive community and continues to touch the lives of many of its patrons and users. This past year several memorial donations were made on behalf of patrons and friends who deeply valued the Opera House including Aide Golding, Theodore Poehlmann and Delma K. Johnson-Knuth.
- The Woodstock Independent ran a Special Edition of the newspaper devoted entirely to the Woodstock Opera House. The edition contained interviews with staff members, John Scharres, Dave Reeve and Mark Greenleaf as well as articles highlighting the history, renovations and current programming.
- The Woodstock Opera House was asked to provide a full feature article for the fall edition of McHenry County Living magazine. The article was well received and focused on the history of the Opera House from its inception through present day and was researched and written by Box Office Manager Daniel Campbell.
- Social media has continued to be the focus of marketing efforts this past year. The Opera House has made extensive use of email marketing as well as Facebook and Twitter. As a result of the creation of a website controlled and updated by Opera House staff, there has been increased traffic and usage of the website by patrons and producers.
- Ticket Sales for FY 11/12 are projected to reach almost \$600,000 with the use of online web sales growing by almost 2% over FY 10/11 to a total of 28% of all sales transacted.

Theatre Events & Activities

- For FY 11/12, the Opera House hosted 104 performances and rentals on the main stage of the theatre plus more than 50 additional rehearsals and activities. Over 26,000 tickets were sold with an average attendance of 260 people per event.
- The Opera House provided technical support to fifteen individual producers and organizations for their performances on the main stage. Many of the theatrical producers took advantage of the

staff's knowledge and skills for working with scenery, lighting and sound to achieve their goals and vision.

- The Opera House, as a presenting organization, hosted several renowned performers this past year. Performers included world famous singer/song writer, Judy Collins, the internationally acclaimed Cashore Marionettes and a screening of Yasujiro Ozu's 1934 silent film "A Story of Floating Weeds" presented with a musical score performed live by its composer, Alex De Grassi.
- Resident Companies, TownSquare Players and Woodstock Musical Theatre Company, presented five Broadway style productions; the Judith Svalandar Dance Theatre presented two full length ballets; the Woodstock Fine Arts Association hosted six notable speakers for their lecture series as well as a children's program for the local schools; and the Mozart Festival celebrated its 25th annual season with six concerts & one recital.
- Additional highlights on the main stage this season included performances by: Grammy winner Bryan White; the 26th annual performance of world renowned guitarist Leo Kottke; the Children's Summer Theatre presentation of Cinderella Enchanted; the former lead guitarist for Paul McCartney and Wings, Laurence Juber; and the third annual Opera House Tribute Series covering the likes of Neil Young, Santana, and Simon & Garfunkel.
- As a result of the lightning strike to the building in July of 2011, the Production Manager, Dave Reeve, worked with the electrical engineer from Vara-Light Lighting Controls to quickly restore part of the damaged stage dimming system so as not to interrupt the rehearsals and performances of the Mozart Festival. After the festival's final performance, the work was completed and all the dimmers were restored for the coming the fall season. In addition, work was done to find and repair damage to the headset communications system in the theatre.

Stage Left Café

- As it has for the past several years, the Stage Left Café has once again proved to be financially self-sufficient with projected income in FY 11/12 set to exceed expenses by more than 40%. The continued rise in popularity of the space has made it an integral part of the Opera House's service to the community.
- Two local music organizations performed at the Stage Left Café in FY 11/12. Jazz on the Square presented "Jazz Night" two Fridays a month and Off Square Music hosted an "Open-Mic" event on the other two Fridays each month. Together they have created a thriving music scene and established the Café as a destination for music lovers and performers alike.
- Local storyteller Jim May hosted his "Spoken Word" events on a monthly basis with local and regional guest artists appearing frequently.
- A local band, which has dubbed themselves "The Stage Leftovers," played two Wednesday evenings each month in conjunction with providing indoor music after each of the summer band concerts in the Park on the Square.
- In coordination with the Woodstock Recreation Department the Stage Left Café has become the home of a weekly Senior Program each Tuesday. This highly successful program features guest appearances by local community organizations and businesses and is free for all seniors to attend.
- After the storm and lightning strike in July, staff worked with a sound engineer to repair and restore the Café's sound console and replaced the sound processor.

- Local resident and Opera House employee Ray Beth donated an extensive assortment of Opera House and Woodstock memorabilia from his life-long personal collection. Each of these unique items is displayed in the Café and provides patrons with an entertaining look at the City's history and heritage.
- Using a grant provided by a local donor, the Opera House and Off Square Music teamed up to launch a program that provides young artists an opportunity to perform in public. The program, for which 90% of the cost is covered by the grant, was launched in October with a harp recital by local student Olivia Kaspyk.
- The Friends of the Opera House introduced their first children's program, with an interactive performance of "Treasure Island." Children from the audience participated in making the show come to life through the use of props, sound effects and scenic elements in addition to playing minor roles.

Building Preservation

- Several downtown buildings were affected by a severe storm on the night of July 27th. Lightning struck the Opera House tower, damaging brick and stone masonry and slate shingles. The electrical discharge destroyed an ornamental holiday lighting system in the tower and the resulting power surge damaged other electrical and electronic systems within the facility. Opera House and City staff, together with eleven specialized service providers, made repairs to masonry, roofing, elevator controls, HVAC units, stage lighting and sound equipment, telephone, intercom, computer and fire alarm systems and the electromechanical ringer for the historic 1873 City fire bell. No one was injured during the incident and there was no disruption or cancellation of events during the recovery period. The costs of repairs and recovery were covered under the City's property insurance policy.
- Four actuator motors in the Opera House basement air handler system failed after 35 years of service. The units, which modulate heat and cooling to the main floor, stage and dressing room #1 and control the flow of steam and intake air, were replaced at a total cost of \$4,187. This expense resulted in the overage identified in Account 07-11-5-550 below.
- An ongoing problem of water infiltration on the east façade of the Opera House and the resulting damage to the nearby Auditorium wall and ceiling were addressed. Professional roofing and gutter repairs, plasterwork and restoration of ornamental stenciling were funded through a gift from the Friends of the Opera House.
- Custom-designed safety handrails were installed by Opera House staff at each step in the aisles of the Auditorium balcony. Funding for the fabrication of the railings, mounting brackets and hardware was provided through a donation from the Woodstock Fine Arts Association.

Events on the Square

- The Opera House staff provided technical support for all eight of the Woodstock City Band's 127th concert series, presented in the Park in the Square this past summer.
- The Managing Director, John Scharres, arranged for four additional concerts to be held in the Park in the Square in August, featuring folk band Trillium, the Navy Band Great Lakes, the Mariachi Festival and jazz group Ocean Blu.

- Technical support was provided for several community events including Memorial Day, Summer Band Camp, the Halloween costume judging contest, the Lighting of the Square, the annual Christmas Parade, Groundhog Day activities and “Welcome Home” ceremonies for our service men and women, in addition to other events, weddings and activities hosted on the square.
- As many of the audio speakers on the Park in the Square Band Stand had been destroyed, by either vandals or weather, Opera House staff replaced them with more appropriate weather proof units. These units should work well with the other speakers located on the light poles throughout the park for delivering sound for concerts, events and the recorded music which is played daily.
- The Woodstock Opera House has been working with the Blue Lakes Fine Arts camp from Twin Lakes Michigan, for the past several years, to bring student performers from other countries to present public performances in Woodstock. In August 2011, it was arranged to have the musical group “FiJazzko,” from Strassfurt Germany, play for the Farmers Market in the Square. Host families from the community provided accommodations for the 9 member jazz group.

WOODSTOCK OPERA HOUSE
FY 12/13
GOALS, OBJECTIVES & PROJECTS

The Woodstock Opera House hosts and provides support for a wide variety of events on its Main stage as well as in the Stage Left Café, Community Room, Woodstock Park in the Square and surrounding community. Registered as a national historic landmark, the Opera House is dedicated to the production, promotion and support of performing arts and civic events as a service to the community and the people of McHenry County and northern Illinois.

Goal #1: Business Administration: Provide prompt, professional and efficient service to all Opera House users, patrons and guests with highly trained staff and a sound performing arts business model.

Objectives:

- A. Conduct business in a professional manner with a high level of customer service.
- B. Ensure producers receive satisfactory service for contractual obligations, ticket office services, technical support and financial reconciliation on all programs presented.
- C. Promote the venue and its activities through appropriate marketing efforts with accurate and regularly scheduled event information presented to the public.
- D. Encourage and support public input for all Opera House activities and projects with specific attention paid to recommendations made by the Opera House Advisory Commission and financial support from the Friends of the Opera House fundraising organization, to promote a citizen-active community center.
- E. Recognize all donations and publicly contributed labor and material support which are implemented efficiently and to the benefit of all facility user groups.
- F. Follow a regular review of the policies and licensing contracts that govern the use of the Opera House, Café and Bandstand so that both users and employees understand what is required for the smooth and safe operation of these facilities.
- G. Continue to train staff on City policies, Opera House procedures and proper use of equipment with regular mid-term and yearly evaluations & performance reviews for all full time and permanent part-time staff.

FY 12/13 Projects:

1. Business Management

The Opera House Director will hold weekly staff meetings with managers to coordinate all events and activities. All staff members will continue to apply appropriate dress codes and

will engage the public in a professional, courteous manner. As a venue whose function is to entertain the public, customer service will be held as the number one priority for both patrons and renters of the facility.

2. **Contractual Obligations**

The Opera House staff will utilize existing, City Council approved, contracts to coordinate all events at the Opera House. Staff will adhere to the requirements of each contract with careful attention paid to the needs of each producer. All paperwork will be completed in a timely fashion and special requests by producing agents will be met to the best of the staff's abilities. Staff will also create a new and specific licensing contract for wedding rentals. Unlike our current licensing contract that charges a combination of fixed, hourly and a la carte fees, the new license would be all-inclusive, combining all fees and services into one set price. This will allow the Opera House to streamline negotiations, avoid problems with invoicing after wedding events and increase overall profit margins.

3. **Marketing Efforts**

The Opera House makes use of several social networking services including Facebook, Twitter and Constant Contact to market events and activities. In addition, the Opera House has created and maintains its own website. In FY 12/13 the website will be expanded to include additional pages for fundraising and donations efforts as well as online forms for volunteers to use. The website will also receive a "face-lift" to make it more attractive to users and easier to navigate. The Opera House will also continue to coordinate with local media groups such as the Woodstock Independent, Shaw Media Group, McHenry County Living Magazine, local radio stations and Crystal Lake Graphics to produce and present advertising material for events and activities.

4. **Committee Meetings & Commissions**

The Woodstock Opera House Advisory commission meets on a monthly basis and provides valuable input from resident companies and local citizens as to how the Opera House can help serve the community. The Managing Director will attend each of these meetings and make use of the information presented to aid in artistic and management decisions for the facility. The Director and staff will also work closely with the Friends of the Opera House fundraising group to both secure funds and specify how they can best be applied to the facility. Additional meetings with local users and businesses will be conducted on a regular basis to maintain the Opera House's active role in the community.

5. **Donations & Contributions**

Throughout the course of the year the Woodstock Opera House receives generous donations and contributions both large and small from members of the public. These donations will be recognized with a personnel letter of thanks to the donor and, at appropriate donation levels, plaques or signage commemorating their gifts for display in the Opera House. The staff will

work closely with those who choose to make material donations of equipment, goods or services to see that they are utilized in a way that benefits all users of the facility.

6. **Contract & Policy Review**

As part of the annual budget process all contracts currently used for rental of the Opera House are reviewed for changes in fee structures, business practices and policy updates. The Director will review suggestions from staff and determine what changes if necessary are implemented for FY 13/14 beginning on May 1, 2013. Any recommended fee changes will be submitted as part of the budget process for approval by City Council and any changes to the language of contracts will be sent for review by the City attorneys.

7. **Training & Evaluation**

The Production Manager and Production Assistant will continue training the Facilities and Events workers in the use of stage lighting and sound equipment; stage fly system and rigging; plus various tools. As part of the City's established employee review process, all full-time and regular part-time staff will participate in both mid-term and annual evaluations with the Opera House Director.

8. **Box Office Hours**

Over the past five years the Opera House has seen approximately 28% of its ticketing transactions shifted to automated online sales. After careful review of daily sales trends and staffing considerations, box office hours will be reduced from an average of 44-51 hours per week to an adjusted 40-45 hours per week. This will not only net a 15% increase in labor efficiency but is estimated to reduce labor costs by upward of \$5,000 in the next fiscal year. Online sales will continue to be available 24 hours a day, 7 days a week. Implementation is scheduled for May 1, 2012.

Goal #2: Facility Usage: Utilize the historic building and staff to support performing arts through live performances, artistic exhibits, educational outreach & diverse programming for both public and private events at the Woodstock Opera House.

Objectives:

- A. Actively seek to promote venue usage by members of the local and regional community as a service to the public.
- B. Provide for an adequate level of professional programming to balance the needs of the community who utilize the facility as paying customers.
- C. Sponsor programming that reflects ethnic and cultural diversity in the community.

- D. Extend the scope of facility usage to include multiple forms of artistic expression beyond the basis of live performances.
- E. Work with local schools and educational providers to provide a broad spectrum of educational opportunities to students and educators.
- F. Utilize specific & unique skills of staff members for special projects and events to exemplify the professional services of the facility.
- G. Provide technical services with a wide array of equipment and material support to provide renters and users of the facility with state of the art services

FY 12/13 Projects:

1. Community Programming

The Woodstock Opera House staff will work closely with its five local resident companies, the Judith Svalander Dance Theatre, TownSquare Players, Woodstock Fine Arts Association, Woodstock Mozart Festival and Woodstock Musical Theater Company, to present a wide variety of programming in the coming year.

2. Professional Programming

While the Opera House is dedicated to being a local outlet for community events and activities, it also serves to create opportunities for patrons to experience regional, national and international acts. Working with local producers and as a producing agent the Opera House will showcase a variety of well known artists throughout the year. Current bookings for the FY 12/13 season include Greg Lake of Emerson, Lake and Palmer, folk legend Tom Paxton, famed blues rock group Canned Heat, internationally famous guitarist Leo Kottke, cowboy troubadours Riders in the Sky, singer/songwriter Al Stewart and more to come.

3. Cultural Diversity

The Opera House will seek to present programming that is both representative of the local culture and expansive in its delivery of diverse performances.

4. Art Exhibits

The Woodstock Opera House, in addition to its live theatrical and musical events, is host to visual art as well. The following artists will present ten unique art exhibits displayed in the Opera House Community Room in 2012:

<i>February</i>	- Nancy Shepherd
<i>March</i>	- Diane Wlezin
<i>April</i>	- Tom Trausch's Art Students
<i>May</i>	- Northland Area Art League
<i>June</i>	- Thom Rouse
<i>July</i>	- Astrid Enskat

August - John Meservey
September - Lou Aronson
October - William Webber
November / December - Christmas Tree Exhibit

The Production Assistant will work with artists in the arrangement, hanging and removal of art exhibits in the Community Room.

5. **Educational Outreach**

It is important that the Woodstock Opera House provide opportunities and artistic education to people of all ages. Working with District 200, the Opera House will host the annual Children's Summer Theatre production in addition to the Woodstock Fine Arts Association fall school program. Management will also look for additional "family friendly" programs to add throughout the year.

6. **Special Projects**

Throughout the course of the year the Opera House is often presented with projects from users, patrons, city officials and the local community beyond the scope of normal operations. Such specialty projects are generally handled "in-house" using the skills and knowledge of Opera House employees. Opera House staff will continue to work in this fashion in FY 12/13 to save time, money and resources when possible.

7. **Technical Support**

Many of the producing agents who rent the Opera House lack the skills or human resources to operate their events. Therefore, Opera House staff will continue to lend their expertise to the creation of theatrical stage effects, scenery, sound and lighting as well as provide producers with advertising and promotional support for their programs.

Goal # 3: Historic Preservation: Execute special renovation/restoration projects which will preserve and enhance the historic landmark building while maintaining a clean, attractive, safe and secure facility for public users, patrons and guests to enjoy.

Objectives:

- A. Provide for the maintenance and cleanliness of the physical plant, including its furnishings and grounds.
- B. Maintain compliance with building, fire and life safety codes and adherence to applicable Federal, State and Local regulations and accepted practices.

- C. Provide for the maintenance or improvement of life-safety, alarm systems, plumbing, heating, ventilation and air conditioning, electrical distribution, communications and data systems and specialized systems such as elevators and stage machinery.
- D. Develop and implement security procedures, incident management and emergency planning and training to prevent personal injury, reduce liability exposure and protect against criminal activity, property loss and related expenses.
- E. Maintain the character and provide for the continuing care of interior finishes and décor and develop such restoration and remodeling projects as may be in keeping with the landmark status of the historic building.
- F. Provide maintenance and repair of the technical equipment and structures of the Springhouse and Bandstand in the Park in the Square.

FY 12/13 Projects:

1. Janitorial Services

The Opera House will continue to utilize staff and professional services to perform daily and seasonal cleaning and maintenance including: window washing; furniture, floor and restroom care; preventive maintenance of HVAC systems; minor roof repairs; and landscape maintenance.

2. Codes & Regulations

The Building Manager will schedule and facilitate required inspections, testing and certification of fire and life safety protection systems and equipment, elevators, steam boiler and RPZ backflow valves. Additionally, he will consult local authorities and additional source materials to ensure compliance with public and occupant safety regulations.

3. Equipment & Systems

The Opera House will maintain and implement service contracts for the fire alarm and suppression systems in addition to equipment, elevators, pest control and emergency lighting and HVAC systems. As part of the City's proposed move to install voice-over-IP telephone systems city wide, Opera House staff will work closely with contractors in the implementation and deployment of the new system. Management will also assist with the City-wide project to convert two way radio communications to narrowband operation and instruct in-house staff in the use of any new equipment.

4. Security & Liability

Workplace safety and accident prevention are of paramount concern for staff, contractual workers and the public. Management will provide tools and instruction to continue development of incident management and emergency plans in cooperation with WPD, WFRD and other agencies and will conduct appropriate staff training. Tours of the facility will be offered to familiarize WFRD and WPD personnel with the facility, identifying access

and egress routes, location of the fire alarm panel, elevators, building systems, storage and shelter areas and emergency equipment.

5. **Restoration & Remodeling**

As part of annual maintenance, painting and repairs of woodwork, plaster and the custom woven carpeting in Auditorium and public areas will be conducted by staff throughout the year. The Building Manager will continue research and project planning for the replication of the original 19th century City Hall fire engine house doors on the front of the building. Utilizing City records and other historical sources he will identify proper hardware, materials and construction methods and prepare preliminary construction drawings. This project is contingent on funding gifted from the Audrey Masters Anderson Trust.

6. **Park in the Square Maintenance**

Annual maintenance for the Park and Bandstand sound equipment will be conducted to provide daily and holiday/special event music and sound reinforcement for public and private events. Lighting and electrical systems in both the Spring House and Bandstand will receive maintenance and repairs in addition to new paint for each structure as needed.

Goal #4: Stage Left Café: Manage and operate the Stage Left Café as a venue to support existing Opera House activities in addition to providing a space for additional rentals and usages that serve the needs of patrons, producers, public organizations and the City of Woodstock.

Objectives:

- A. Administrate the Stage Left Café with rentals and activities that will enhance the Opera House's programming and provide the public with additional facility usage.
- B. Provide a properly trained staff to open, close and operate the Café service counter.
- C. Order and stock needed supplies and retail items and provide a clean, properly equipped and attractive, user friendly environment.
- D. Comply with all local, state and federal business, health and safety codes or ordinances.
- E. Collaborate with local businesses, organizations and users to maintain the Café's role as a service provided by the City for Woodstock citizens and the community.

FY 12/13 Projects:

1. Rentals

The Stage Left Café has several local groups who will continue to rent the Café for regularly schedule programs. Off Square Music will present Open Mic events and Jazz on the Square will have Jazz Nights on alternating Fridays. There will also be regular installments of the popular Spoken-Word Café and jam sessions with the Stage Leftovers. In addition, a monthly musical event hosted by and for women will be held each month.

2. Staffing

The Café will be open and staffed before, during and after each main stage performance as a concessionary and reception area as well as for all Café rental activities. The Facilities and Events Workers will continue to provide any additional technical support required for Café events.

3. Supplies & Materials

The Stage Left Café caters to a variety of events throughout the year. Staff will ensure that the facility is properly equipped to handle the Café's wide range of activities and rentals. An annual review of vendors and their products will also be made to determine which concessionary items will be offered for sale in FY 12/13.

4. Codes & Licensing

The Opera House business office will complete and submit all forms for licensing with State and local liquor commissions, McHenry County Health Department, ATF and SESAC.

5. Collaborative Programs

In addition to the regular rentals of the café, the Opera House also collaborates with some groups on very specific projects. In conjunction with the Friends of the Opera House, there will be expanded use of the Café for children's programming and, with continued funding from a local grant, the Opera House and Off Square Music will promote additional opportunities for new artists to present public performances. As a result of the success of the weekly senior program in 2011, an additional bimonthly senior's event, sponsored by the Recreation Department and Hearthstone Manor, will be added to the schedule as well.

Goal # 5: Community Outreach: Collaborate with the City and Local Community of Woodstock for support and services on public events, activities, and projects presented on the Woodstock Square and in the downtown business district.

Objectives:

- A. Produce and provide technical support for live summer concerts in the park featuring the historic Woodstock City Band.
- B. Produce and provide technical support for additional summer concerts in the Park in the Square that showcase a variety of music, ethnic and cultural styles.
- C. Recognize annual and long-term service provided by members of Woodstock's City Band.
- D. Assign sponsors for ice cream socials to run concurrently with Woodstock City Band concerts.
- E. Provide technical expertise, personnel and equipment for various projects and events throughout the community and downtown square.
- F. Actively participate with local business and organizational committees to benefit and promote the Woodstock community and downtown business district.
- G. Collaborate and contribute technical expertise to City Hall and its various departments for building renovation, equipment repairs and other municipal projects.

1. **Extended Concert Season**

Each year, after the close of the Woodstock City Band season, a series of additional concerts have been offered in August. As a result of its popularity last season, it is planned to once again offer a performance by the Navy Band Great Lakes. Additional concerts will be added featuring local and regional artists for the other three Wednesdays in August with a Jazz, blues or Big Band act scheduled to coincide with the annual Jazz Festival in Woodstock.

2. **Awards & Honors**

As the Woodstock City Band has over 125 years of service to the community several of its members have devoted much of their lives to its success. As such, each year a review of band members is made and appropriate honors are given to members who have given long-term service. By way of thanks from the City, there will also be a reception for all band members after the closing performance of the season in the Stage Left Café.

3. **Ice Cream Socials**

Each year, in conjunction with the City Band concerts, local community organizations and groups are given the opportunity to participate by hosting an "ice cream social." The Opera House will coordinate the selection of applicants for each concert and provide technical assistance as needed.

4. **Park in the Square**

Opera House staff will provide technical support for the recorded music played daily on the square and will furnish chairs for the Farmers Market publicity stall and the entertainment on the Bandstand. They will also review and provide maintenance for the Band Stand and Springhouse as required.

5. **Local Events**

The Opera House takes an active role in providing coordination and technical support for many of the events on the downtown square. In FY 12/13 staff will assist with Memorial Day ceremonies, Band Camp, Costume judging on Halloween, the Lighting of the Square, the annual Christmas parade and Groundhog Day activities. Furthermore, the business office will continue to schedule and coordinate bandstand rentals for weddings, homecoming ceremonies and other events as required.

6. **City Hall**

While no major projects for City Hall have been requested of the Opera House in FY 12/13, staff members plan to make annual repairs and upgrades to portions of the "holiday" building lighting around the square. Labor and technical expertise will also be made available for any additional projects added throughout the year.

**WOODSTOCK OPERA HOUSE
FY 12/13
REVENUES
LINE ITEM DESCRIPTIONS**

07-00-1-311	Property Tax		\$225,000	
	FY 09/10 Actual	\$257,027	FY 10/11 Actual	\$254,936
	FY 11/12 Budget	\$248,000	FY 11/12 Projected	\$242,800

This line item represents the expected property tax receipts for the performing arts, based on the maximum tax levy of .04 cents. With the overall reduction in EAV, the amount of property tax receipts will be reduced commensurately in FY12/13.

07-00-2-330	Gifts and Donations		\$ 2,000	
	FY 09/10 Actual	\$ 1,662	FY 10/11 Actual	\$ 1,393
	FY 11/12 Budget	\$ 2,500	FY 11/12 Projected	\$ 2,000

This line item represents donations from private individuals, corporations, miscellaneous monetary gifts and grants received for programming or events.

07-00-2-360	Facility Rental		\$ 68,000	
	FY 09/10 Actual	\$ 66,891	FY 10/11 Actual	\$ 68,376
	FY 11/12 Budget	\$ 70,000	FY 11/12 Projected	\$ 68,000

This includes all rentals from events on stage, meetings in the community room and library or for backstage rehearsals. The current stage rental charge is \$275 (not-for-profit) and \$300 (commercial) per performance plus 10% of gross ticket sales. Income is dependent upon the total number of annual shows and the total gross of tickets sold.

07-00-2-365	Materials and Services		\$ 43,000	
	FY 09/10 Actual	\$ 49,870	FY 10/11 Actual	\$ 46,347
	FY 11/12 Budget	\$ 52,000	FY 11/12 Projected	\$ 42,900

This budget represents the recapture of most of the costs from technical labor and commodities provided to various organizations using the Opera House, Stage Left Café, and Park in the Square.

A \$17.50/hour labor charge is applied to all producing agents who rent the facility and is deposited into this line item. Income recaptured in this manner is used to reduce the cost of part-time labor in line 07-11-3-441 Facility & Events Workers. This line item is projected to be less than budgeted due primarily to a decline in the number of stage rentals for FY 11/12.

07-00-2-366	Program Revenues		\$ 35,000
	FY 09/10 Actual	\$ 39,579	
	FY 11/12 Budget	\$ 40,000	
		FY 10/11 Actual	\$ 36,780
		FY 11/12 Projected	\$ 27,000

This income should be equal to or greater than expenses from 07-11-5-525 (Programming Fund). All Opera House sponsored programs are budgeted to break even at 60% of house capacity or less.

07-00-2-367	Ticket Office Services		\$ 8,000
	FY 09/10 Actual	\$ 7,335	
	FY 11/12 Budget	\$ 8,000	
		FY 10/11 Actual	\$ 8,550
		FY 11/12 Projected	\$ 8,000

A charge of \$75 is applied to each event that is processed by the Box Office. The amount of income earned will be a result of the number of ticketed events produced in a given year.

07-00-5-380	Miscellaneous Income		\$ 14,000
	FY 09/10 Actual	\$ 12,970	
	FY 11/12 Budget	\$ 13,000	
		FY 10/11 Actual	\$ 14,495
		FY 11/12 Projected	\$ 14,100

This account reflects income derived from sources other than those listed above, i.e. vending machines, the back-stage coin-operated washer and dryer, charges for ads in the seasonal brochures and the \$2 handling fee on all ticket orders taken by the Box Office.

07-00-9-392	Transfer from General Corporate Fund		\$259,800
	FY 09/10 Actual	\$206,541	
	FY 11/12 Budget	\$222,400	
		FY 10/11 Actual	\$215,088
		FY 11/12 Projected	\$230,100

This account represents the amount of the subsidy from the General Fund needed to operate the facility beyond the revenues generated above.

07-00-9-393	Transfer from Hotel/Motel Tax		\$ 30,000
	FY 09/10 Actual	\$ 30,000	
	FY 11/12 Budget	\$ 30,000	
		FY 10/11 Actual	\$ 30,000
		FY 11/12 Projected	\$ 30,000

This account represents funds distributed by the City of Woodstock from the hotel/motel tax, instituted by the City Council in 2007.

07-00-9-889	Transfer to Employees Insurance Fund		\$ (88,700)
	FY 09/10 Actual	\$ (73,505)	
	FY 11/12 Budget	\$ (81,300)	
		FY 10/11 Actual	\$(73,560)
		FY 11/12 Projected	\$(80,700)

This line represents the transfer of funds from the Performing Arts Fund to the Employees Insurance Fund.

TOTAL REVENUES AND TRANSFERS			\$596,100
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**WOODSTOCK OPERA HOUSE
FY 12/13
EXPENDITURES
LINE ITEM DESCRIPTIONS**

SALARIES

07-11-3-402	Director	\$100,500
	FY 09/10 Actual \$ 97,506	FY 10/11 Actual \$ 98,803
	FY 11/12 Budget \$ 98,500	FY 11/12 Projected \$ 98,500

The annual salary based on the Wage & Class Plan of the Managing Director, who is the head administrator for this department and includes a 2% increase for FY 12/13.

07-11-3-403	Production Manager	\$ 72,500
	FY 09/10 Actual \$ 70,359	FY 10/11 Actual \$ 70,380
	FY 11/12 Budget \$ 71,100	FY 11/12 Projected \$ 71,100

The annual salary based on the Wage & Class Plan of the Production Manager, who provides technical supervision for all Opera House events and includes a 2% increase for FY 12/13.

07-11-3-404	Building Manager	\$ 72,300
	FY 09/10 Actual \$ 70,194	FY 10/11 Actual \$ 70,215
	FY 11/12 Budget \$ 71,000	FY 11/12 Projected \$ 71,000

The annual salary based on the Wage & Class Plan of the Building Manager, who provides and oversees all building maintenance, operation and services and includes a 2% increase for FY 12/13.

07-11-3-407	Box Office Manager	\$ 54,500
	FY 09/10 Actual \$ 52,874	FY 10/11 Actual \$ 52,890
	FY 11/12 Budget \$ 53,400	FY 11/12 Projected \$ 53,400

The annual salary based on the Wage & Class Plan of the Box Office Manager who oversees tickets sales, financial services, and front-of-house operations and includes a 2% increase for FY 12/13.

07-11-3-413	Office Manager	\$ 31,600
	FY 09/10 Actual \$ 29,881	FY 10/11 Actual \$ 30,650
	FY 11/12 Budget \$ 30,200	FY 11/12 Projected \$ 31,000

This account covers a part-time business office employee incorporating the schedule as identified in the Wage and Class Plan and includes a 2% increase for FY 12/13.

07-11-3-436	Box Office Assistant		\$ 28,900
	FY 09/10 Actual	\$ 28,577	FY 10/11 Actual \$ 29,124
	FY 11/12 Budget	\$ 28,900	FY 11/12 Projected \$ 29,200

This account covers a part-time box office employee incorporating the schedule as identified in the Wage and Class Plan and includes a 2% increase for FY 12/13. The FY 12/13 amount also reflects a 10-12% reduction of Box Office hours due to increasing automated internet sales.

07-11-3-437	Box Office Workers		\$ 19,000
	FY 09/10 Actual	\$ 18,046	FY 10/11 Actual \$ 19,340
	FY 11/12 Budget	\$ 19,000	FY 11/12 Projected \$ 19,500

This account covers two or more limited part-time box office workers who, combined, average 30-40 hours per week with wages identified in the Wage and Class Plan and includes a 2% increase for FY 12/13. The FY 12/13 amount also reflects 10-12% reduction of Box Office hours due to increasing automated internet sales.

07-11-3-441	Facility and Events Workers		\$ 65,000
	FY 09/10 Actual	\$ 70,304	FY 10/11 Actual \$ 72,357
	FY 11/12 Budget	\$ 70,000	FY 11/12 Projected \$ 65,000

This account covers six or more limited part-time workers who are responsible for the general duties required to execute events and two House Managers who monitor the front-of-house during all ticketed events with wages identified in the Wage and Class Plan and includes a 2% increase for FY 12/13. A large portion of the expenditures from this line item are recaptured through a \$17.50/hour labor charge applied to all producing agents who rent the facility. Income recaptured in this manner is deposited in the revenues line 07-00-2-365 Materials and Services.

This line item is projected to be less than budgeted for primarily two reasons, a reduction in the number of stage rentals for FY 11/12 and having fewer staff members on payroll this budget year.

07-11-3-446	Production Assistant		\$ 42,300
	FY 09/10 Actual	\$ 41,030	FY 10/11 Actual \$ 41,042
	FY 11/12 Budget	\$ 41,500	FY 11/12 Projected \$ 41,400

The annual salary based on the Wage & Class Plan of the Production Assistant, who provides general and technical supervision for all Opera House events and includes a 2% increase for FY 12/13.

TOTAL SALARIES			\$486,600
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PERSONAL SERVICES

07-11-4-451 Sick Leave Conversion			\$ 2,600
FY 09/10 Actual	\$ 5,225	FY 10/11 Actual	\$ 2,980
FY 11/12 Budget	\$ 3,000	FY 11/12 Projected	\$ 2,500

Payment to employees for 25% of unused sick days accumulated in excess of 100 days.

07-11-4-452 Travel and Training			\$ 0
FY 09/10 Actual	\$ 0	FY 10/11 Actual	\$ 0
FY 11/12 Budget	\$ 0	FY 11/12 Projected	\$ 0

All travel and registration expenses for employee attendance at professional conferences including, when appropriate: United States Institute for Theatre Technology, Association of Performing Arts Presenters, League of Historic American Theatres, National Trust for Historic Preservation, International Ticketing Assn., educational seminars and the cost for educational materials for training of staff.

This expense line has been temporarily suspended due to budget constraints. Training is provided in-house or utilizes training opportunities generated by the H.R. Department.

07-11-4-454 Dues and Subscriptions			\$ 1,200
FY 09/10 Actual	\$ 2,056	FY 10/11 Actual	\$ 737
FY 11/12 Budget	\$ 1,200	FY 11/12 Projected	\$ 1,200

This account covers the membership, subscriptions and licensing fees for the following: United States Institute for Theatre Technology, League of Historic American Theatres, Pyrotechnics License from Dept. of Alcohol, Tobacco and Firearms, Historic Illinois and local newspaper/magazines.

TOTAL PERSONAL SERVICES **\$ 3,800**

CONTRACTUAL SERVICES

07-11-5-501 Communications			\$ 6,300
FY 09/10 Actual	\$ 6,587	FY 10/11 Actual	\$ 6,644
FY 11/12 Budget	\$ 6,300	FY 11/12 Projected	\$ 6,400

Telephone expenses for local and long-distance services, as well as equipment and line rental charges. These include a FAX line, emergency elevator phones, fire alarm system, the Cafe ZON line, and web hosting services.

07-11-5-502 Professional Services			\$ 4,000
FY 09/10 Actual	\$ 4,194	FY 10/11 Actual	\$ 4,250
FY 11/12 Budget	\$ 4,600	FY 11/12 Projected	\$ 4,000

This line covers the costs for the design of seasonal brochures, professional mailing services, piano tuning/repairs, consulting services and, when required, attorney fees.

This line is projected to be less than budgeted due to savings obtained from the new vendor assigned to produce the Opera House brochure.

07-11-5-525 Programming Fund			\$ 35,000
FY 09/10 Actual	\$ 34,962	FY 10/11 Actual	\$ 36,692
FY 11/12 Budget	\$ 40,000	FY 11/12 Projected	\$ 27,000

These funds are used for presenting special performance events on dates that have not been booked by other producers. All events are budgeted to break-even with an average attendance of 60% or less. These funds are offset by revenue received from ticket sales that are deposited into Program Revenues 07-00-2-366.

07-11-5-526 Programming Fund - Advertising			\$ 5,500
FY 09/10 Actual	\$ 5,244	FY 10/11 Actual	\$ 4,960
FY 11/12 Budget	\$ 5,500	FY 11/12 Projected	\$ 5,500

This represents all advertising for Opera House special events in conjunction with publicity and marketing for the building and its programs. Additional costs include display ads in regional telephone directories, hotel/motel room directories and involvement in collective advertising with other downtown businesses.

07-11-5-537 Printing Services			\$ 8,000
FY 09/10 Actual	\$ 9,525	FY 10/11 Actual	\$ 8,969
FY 11/12 Budget	\$ 9,000	FY 11/12 Projected	\$ 8,000

This line item covers the expense of printing of gift certificates, custom envelopes, office stationary and production of 30,000+ seasonal brochures each year.

This line is projected to be less than budgeted due to savings obtained from the new vendor assigned to produce the Opera House brochure.

07-11-5-550	Service to Maintain Building			\$ 30,500
	FY 09/10 Actual	\$ 32,291	FY 10/11 Actual	\$ 32,118
	FY 11/12 Budget	\$ 30,500	FY 11/12 Projected	\$ 34,300

This line item represents payments for contractual and professional services for the cleaning and maintenance of the building and building systems beyond the scope of maintenance performed by the Opera House facilities staff.

Contract cleaning services	\$ 19,000
Otis Elevator, maintenance (public elevator)	\$ 3,100
Schindler Elevator, maintenance (service elevator)	\$ 3,300
Pest control services	\$ 400
Elevator hydraulic test/inspector fee	\$ 300
Sprinkler system testing	\$ 300
Fire alarm system testing and certification	\$ 800
MG Mechanical, HVAC service	\$ 2,400
Boiler inspection fee	\$ 100
Unscheduled expenditures	\$ 800

Four actuator motors in the Opera House basement air handler system failed after 35 years of service. The units, which modulate heat and cooling to the main floor, stage and dressing room #1 and control the flow of steam and intake air, were replaced at a total cost of \$4,187 which represents the additional expense in FY 11/12.

Contractual service providers listed above and under account 07-11-5-552 will maintain their FY11/12 prices or will make only modest increases for FY12/13.

07-11-5-552	Service to Maintain Equipment			\$ 2,400
	FY 09/10 Actual	\$ 2,347	FY 10/11 Actual	\$ 2,199
	FY 11/12 Budget	\$ 2,400	FY 11/12 Projected	\$ 2,400

This represents professional contractual maintenance services to office equipment and emergency/safety devices. Also included are occasional services to maintain or repair the Opera House carillon, pianos, two-way radio equipment and lighting systems.

Fox Valley Fire & Safety, extinguishers, inspect and test	\$ 200
Carillon maintenance	\$ 100
Emergency floodlights/signage, inspect and test	\$ 1,200
Unscheduled maintenance/repairs	\$ 900

TOTAL CONTRACTUAL SERVICES		\$ 91,700
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COMMODITIES

07-11-6-601 Postage \$ 9,000
FY 09/10 Actual \$ 9,767 FY 10/11 Actual \$ 9,857
FY 11/12 Budget \$ 10,000 FY 11/12 Projected \$ 8,500

This line item is used for the postage cost of mailing roughly 30,000+ seasonal brochures each year and participation with City Hall for metered postage mailing.

This line is projected to be less than budgeted due to savings obtained from the new vendor assigned to produce the Opera House brochure.

07-11-6-602 Gas and Oil \$ 400
FY 09/10 Actual \$ 402 FY 10/11 Actual \$ 298
FY 11/12 Budget \$ 400 FY 11/12 Projected \$ 300

This fund is used to pay for the gas and oil needed to operate the department's passenger van. This request is based on anticipated vehicle usage and FY11/12 utility cost projections provided by the Finance Department.

07-11-6-606 Supplies \$ 2,500
FY 09/10 Actual \$ 1,931 FY 10/11 Actual \$ 1,565
FY 11/12 Budget \$ 2,500 FY 11/12 Projected \$ 2,500

Office supplies from outside sources and participation with City Hall for such items as pens, copy paper, and general office furniture and supplies that are necessary for the function of the administrative office, box office and regular business operations, i.e. toner, paper, ink cartridges, etc. are expensed here.

07-11-6-607 Receptions \$ 500
FY 09/10 Actual \$ 400 FY 10/11 Actual \$ 720
FY 11/12 Budget \$ 500 FY 11/12 Projected \$ 500

This line item covers hospitality for receptions and accommodations for contract performers, as required in their contracts.

07-11-6-613 Water and Sewer \$ 1,000
FY 09/10 Actual \$ 881 FY 10/11 Actual \$ 855
FY 11/12 Budget \$ 1,000 FY 11/12 Projected \$ 800

This line item covers the cost of water and sewer usage by the Opera House. Consumption and costs are directly related to program activity and audience attendance.

07-11-6-620	Materials to Maintain Building			\$ 7,000
	FY 09/10 Actual	\$ 6,909	FY 10/11 Actual	\$ 7,069
	FY 11/12 Budget	\$ 7,000	FY 11/12 Projected	\$ 7,000

Consumable products such as paper goods, cleaning supplies, light bulbs, and materials needed for repair and maintenance of the Opera House and furnishings. Consumable supplies for the stage are also reflected in this line, these include, but are not limited to, such items as gaffer's tape, stage lamps, hardware, paint and lumber.

07-11-6-621	Materials to Maintain Equipment			\$ 1,500
	FY 09/10 Actual	\$ 1,122	FY 10/11 Actual	\$ 1,356
	FY 11/12 Budget	\$ 1,500	FY 11/12 Projected	\$ 1,500

This line item includes parts, materials and supplies needed to do in-house repair, maintenance and updating of Opera House equipment including, but not limited to, computers, shop equipment, stage rigging equipment, stage lighting equipment, and stage sound equipment.

07-11-6-622	Materials to Maintain Vehicle			\$ 100
	FY 09/10 Actual	\$ 0	FY 10/11 Actual	\$ 181
	FY 11/12 Budget	\$ 100	FY 11/12 Projected	\$ 100

This line item provides supplies and materials for maintenance/repairs to the City van.

TOTAL COMMODITIES				\$ 22,000
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CAPITAL OUTLAY

07-11-7-701	Building			\$ 0
	FY 09/10 Actual	\$ 0	FY 10/11 Actual	\$ 0
	FY 11/12 Budget	\$ 0	FY 11/12 Projected	\$ 0

This account is used to provide funding for repair/renovation of the building, its equipment and systems, outside the scope of routine facilities work. Projects funded here generally exceed those of day-to-day maintenance, but are not extensive or costly enough to be considered for the CIP.

Due to current economic conditions, no such special building projects are proposed for FY11/12. However, if funds became available the following projects are in need of completion:

- | | |
|--|----------|
| ▪ Repairs to auditorium roof | \$ 9,500 |
| ▪ HVAC phase monitor controls | \$ 3,000 |
| ▪ Install fire hose connections (annex stairwell) | \$ 4,000 |
| ▪ Professional Plaster repair to the Business Office | \$ 1,500 |

07-11-7-720 Equipment			\$	0
FY 09/10 Actual	\$ 0	FY 10/11 Actual	\$ 0	
FY 11/12 Budget	\$ 0	FY 11/12 Projected	\$ 0	

This account provides funds for the purchase of new equipment used to expand services or replace older broken and/or outdated items.

Due to current economic conditions, no such purchases are proposed for FY11/12. However, if funds became available the following equipment is needed:

- | | |
|--------------------------------------|----------|
| ▪ Replacement of 4 Desktop Computers | \$ 3,200 |
| ▪ Venue Management Software | \$ 2,000 |
| ▪ Replacement of 1 Laptop Computer | \$ 1,000 |
| ▪ Replacement of 5 LCD Monitors | \$ 1,000 |
| ▪ Digital Projector | \$ 1,000 |
| ▪ Office Chair | \$ 200 |

TOTAL CAPITAL OUTLAY		\$	0
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TOTAL ALL EXPENSES			\$604,100
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**STAGE LEFT CAFÉ
FY 12/13
REVENUES
LINE ITEM DESCRIPTIONS**

07-13-2-330	Concessions		\$ 50,000	
	FY 09/10 Actual	\$ 43,941	FY 10/11 Actual	\$ 44,582
	FY 11/12 Budget	\$ 48,000	FY 11/12 Projected	\$ 48,500

This line item represents income realized from the sale of items at the Café concession counter. This includes snack items, coffee, tea, wine, beer, soda, juice, and bottled water. All souvenir sale earnings are also deposited into this account.

07-13-2-360	Café Rental		\$ 9,000	
	FY 09/10 Actual	\$ 10,545	FY 10/11 Actual	\$ 8,485
	FY 11/12 Budget	\$ 8,000	FY 11/12 Projected	\$ 8,500

This includes the projected income from rental of the Café. Rentals include receptions, parties, banquets, meetings, special events and live performances.

07-13-2-365	Labor Reimbursement		\$ 500	
	FY 09/10 Actual	\$ 570	FY 10/11 Actual	\$ 302
	FY 11/12 Budget	\$ 500	FY 11/12 Projected	\$ 200

This line item represents the recapture of costs for additional labor, above the normal level provided, as billed out for Café rentals and activities.

07-13-2-380	Tip Donations		\$ 4,000	
	FY 09/10 Actual	\$ 3,712	FY 10/11 Actual	\$ 3,309
	FY 11/12 Budget	\$ 3,500	FY 11/12 Projected	\$ 4,000

This line item represents tips made to the Stage Left Café and is deposited as donations for the Woodstock Opera House Stage Left Cafe.

TOTAL REVENUES	\$ 63,500
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**STAGE LEFT CAFÉ
FY 12/13
EXPENSES
LINE ITEM DESCRIPTIONS**

SALARIES

07-13-3-441	Café Staff			\$ 14,500
	FY 09/10 Actual	\$ 12,415	FY 10/11 Actual	\$ 13,869
	FY 11/12 Budget	\$ 14,500	FY 11/12 Projected	\$ 14,000

This line item covers the estimated annual costs of part-time employees to work the Café service counter.

CONTRACTUAL SERVICES

07-13-5-504	Insurance & Licensing			\$ 2,700
	FY 09/10 Actual	\$ 3,679	FY 10/11 Actual	\$ 2,670
	FY 11/12 Budget	\$ 3,500	FY 11/12 Projected	\$ 2,700

This line item covers the anticipated annual cost of Liquor Liability Insurance, Liquor License, Food Service Licensing and Music Licensing.

This line item will be significantly less than budgeted due to a reduction in the costs of Liquor Liability Insurance and the Municipal Liquor License fee. The budget request for FY 12/13 has been lowered to reflect these changes.

07-13-5-552	Services to Maintain Café Equipment			\$ 1,000
	FY 09/10 Actual	\$ 795	FY 10/11 Actual	\$ 828
	FY 11/12 Budget	\$ 1,000	FY 11/12 Projected	\$ 1,000

This line item covers the cost of maintaining Stage Left Café's Equipment. Such as the refrigerators, icemaker, freezer, coffeemaker, other miscellaneous equipment and contract services for plumbers.

COMMODITIES

07-13-6-606	Supplies & Materials			\$ 17,000
	FY 09/10 Actual	\$ 18,321	FY 10/11 Actual	\$ 15,256
	FY 11/12 Budget	\$ 16,000	FY 11/12 Projected	\$ 16,000

This includes the wholesale acquisition of all consumable items sold in the Café such as soda, wine, beer, juice, bottled water, coffee and prepackaged food items. It also includes service supplies like plastic glasses, napkins, plates, cutlery, coffee cups and disposables.

07-13-7-720	Equipment			\$ 300
	FY 09/10 Actual	\$ 57	FY 10/11 Actual	\$ 444
	FY 11/12 Budget	\$ 500	FY 11/12 Projected	\$ 0

This line item supports the purchase of new equipment for the Café. This line will vary from year to year based on the anticipated needs of the business.

TOTAL EXPENSES				\$ 35,500
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CITY OF LAKE GENEVA



626 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147
(262) 249-4098 • Fax (262) 248-4715
www.cityoflakegeneva.com

DENNIS E. JORDAN
CITY ADMINISTRATOR

TO: MAYOR JIM CONNORS AND COMMON COUNCIL

DEJ **FROM:** CITY ADMINISTRATOR DENNIS JORDAN

DATE: JULY 9, 2012

RE: ACCEPTANCE OF STREETS IN HIGHLANDS SUBDIVISION

Background: The following streets have received a second asphalt lift and street lights as agreed to in the Developer's Agreement for The Highlands Subdivision: Manning Way, Skyline Drive and Highland Way. This completes the developer's responsibilities for the completion of the subdivision. Home State Bank has written the City to accept the above named streets and release their letter of credit. Attached is a letter from Crispell-Snyder attesting to the subdivision's completion at City standards. Public Works Director Winkler also reviewed the project.

Recommendation: Accept Manning Way, Skyline Drive and Highland Way as dedicated City streets and release the developer from his Letter of Credit.

July 6, 2012

City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Attn: Mr. Dennis Jordan
City Administrator

Re: Final Acceptance
The Highlands of Lake Geneva
Project No. R05-0014-304

Dear Dennis,

With the recent completion of outstanding punch list items as agreed upon between the City of Lake Geneva and Talmer Bank last year, I was on site this morning as requested to review. The items in question were completed as requested and appear in good order. Therefore, our office is prepared to recommend final acceptance of The Highlands of Lake Geneva development. Please note that I observed some failing of the bike/walking path asphalt adjacent to the bridge at the south end of the development, and one piece of railing missing. I recommend that either the development or the City of Lake Geneva repair as needed in the near future to avoid any safety concerns.

It is our recommendation that the City of Lake Geneva grant final acceptance of the following improvements associated with The Highlands of Lake Geneva development:

- Final Lift of Asphalt
- Street Lighting
- Curb Replacements

Should you have any questions, please feel free to contact me at our Lake Geneva office.

Sincerely,

CRISPELL-SNYDER, INC.



Seth Ricker
Construction Services Manager

cc: Mike Hawes, City Clerk - *email*
Timothy Hastings, Crispell-Snyder, Inc. - *email*

Lake Geneva
700 Geneva Pkwy.
P.O. Box 550
Lake Geneva, WI 53147
262.348.5600
FAX 262.348.9979

Milwaukee Regional
W175 N11081 Stonewood Dr.
Suite 103
Germantown, WI 53022
262.250.8000
FAX 262.250.8011

Madison
5315 Wall Street
Suite 165
Madison, WI 53718
608.244.6277

Racine
6011 Durand Ave.
Suite 500
Racine, WI 53406
262.554.8530
FAX 262.554.1503

Fox Valley
P.O. Box 10
Bear Creek, WI 54922
715.752.4620
FAX 715.752.4595



HOME STATE BANK N.A.
We're on your side

July 7, 2010

**IRREVOCABLE STANDBY LETTER OF CREDIT #776
AMENDMENT NO. 6**

Beneficiary: City of Lake Geneva
626 Geneva Street
Lake Geneva, Wisconsin 53147

Applicant: Armor Homes Limited Partnership
14 Executive Court
South Barrington, Illinois 60010

Gentlemen:

We hereby amend the above mentioned Letter of Credit as follows:

**Value of the Letter of Credit will be reduced from \$117,000.00 to \$110,000.00*

** Extend the expiration date from July 19, 2010 to July 19, 2011*

All other terms and conditions of the original Letter of Credit remain unchanged.

This Letter of Credit, and each provision hereof, shall be governed by and construed in accordance with the Uniform Customs and Practice for Documentary Credits (2007 Revision), International Chamber of Commerce, Publications No. 600 (the "Uniform Customs"). This Letter of Credit shall be deemed a contract made under the laws of the State of Illinois and shall, as to matters not governed by the Uniform Customs, be governed by and construed in accordance with such laws. The venue for any actions brought with respect to this Letter shall be in the twenty second Judicial Circuit, McHenry County, Illinois.

Sincerely,

Keith A. Leathers
Group Senior Vice President

Attest,

John T. Engebretson
Operations Officer

KAL/kkl

 HOME STATE BANK N.A. P.O. BOX 1738 • CRYSTAL LAKE, IL 60059-1738	EXPENSE CHECK	70-1876 719	586132
	9/01/11		
Thirty thousand dollars			
PAY TO THE ORDER OF		AMOUNT	
B R AMON & SONS INC W2950 HWY 11 ELKHORN WI 53121		\$30,000.00	
		 AUTHORIZED SIGNATURE	

⑈586132⑈ ⑆071918765⑆ ⑈0000105801⑈

* FEDERAL RESERVE BOARD OF GOVERNORS REG. C C

ENDORSE HERE

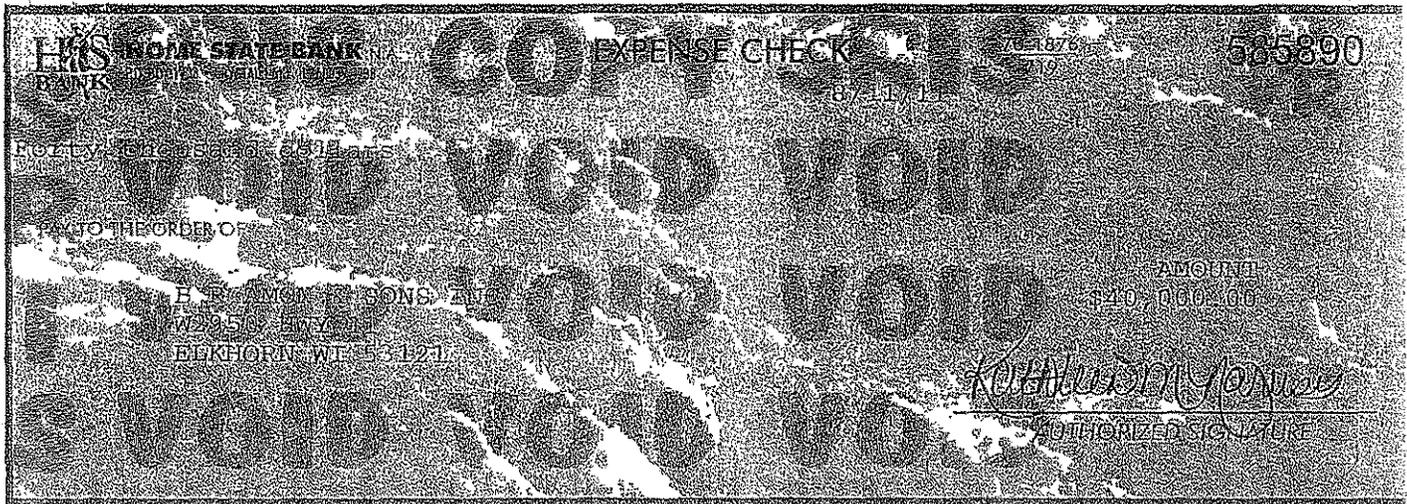
PAY TO THE ORDER OF
 HOMETOWN BANK
 075906854
 FOR DEPOSIT ONLY
 B-R AMON & SONS, INC
 6107781

DO NOT WRITE, STAMP OR SIGN BELOW
 RESERVED FOR FINANCIAL INSTITUTIONS

BOFD >075906854
 2011-10-18
 131497618

 HOME STATE BANK N.A. P.O. BOX 1738 • CRYSTAL LAKE, IL 60059-1738	EXPENSE CHECK	70-1876 719	586477
	10/06/11		
Twenty thousand dollars			
PAY TO THE ORDER OF		AMOUNT	
B R AMON & SONS INC W2950 HWY 11 ELKHORN WI 53121		\$20,000.00	
		 AUTHORIZED SIGNATURE	

⑈586477⑈ ⑆071918765⑆ ⑈0000105801⑈



⑈585890⑈ ⑆071918765⑆ ⑈0000105801⑈

8/11/11

B R AMON & SONS INC

920

585890

INVOICE NO.

INVOICE DATE

AMOUNT PAID

080111

8/01/11

40,000.00



HOME STATE BANK N.A.

40,000.00



HOME STATE BANK, N.A.
40 GRANT STREET
CRYSTAL LAKE, ILLINOIS 60014

EXPENSE CHECK

No. 700445

CHECK NO.

DATE

CHECK AMOUNT

05/01/2012

\$9,590.50

***** NINE THOUSAND FIVE HUNDRED NINETY AND 50/100 *****

PAY

ALLIANT ENERGY
400 KOOPMAN LN
ELKHORN, WI 53121

TO
THE
ORDER
OF

Douglas J. [Signature]
AUTHORIZED SIGNATURE

⑈ 700445⑈ ⑆ 071918765⑆ ⑆ 000010580⑆ ⑆

700445

HOME STATE BANK, N.A. • CRYSTAL LAKE, IL 60014

DATE	OUR ITEM	INVOICE NUMBER	DESCRIPTION	AMOUNT
03/19/2012	1	3742316	STR LIGHTS-HIGHLANDS/LK GENEVA	9,590.50

Total Amount: = \$9,590.50

Vendor ID: 002281

Check#: 700445

Dated: 05/01/2012

* FEDERAL RESERVE BOARD OF GOVERNORS REG. C C

ENDORSE HERE
X
PAY TO THE ORDER OF
HOMETOWN BANK
075906854
FOR DEPOSIT ONLY
B. R. AMON & SONS, INC.
DO NOT WRITE SIGN BELOW
RESERVED FOR FINANCIAL INSTITUTION U

BOFD >075906854
2011-10-18
131497617

HIS BANK	HOME STATE BANK N.A. RD. BOX 1739 • CRYSTAL LAKE, IL 60939-1739	EXPENSE CHECK	70-1876 719	587468
1/05/12				
Nine thousand nine hundred sixty eight dollars				
PAY TO THE ORDER OF			AMOUNT \$9,968.00	
B R AMON & SONS INC W2950 HWY 11 ELKHORN WI 53121			<i>[Handwritten Signature]</i> AUTHORIZED SIGNATURE	

⑈ 587468 ⑈ ⑆ 071918765 ⑆ ⑈ 0000105801 ⑈

* FEDERAL RESERVE BOARD OF GOVERNORS REG. C C

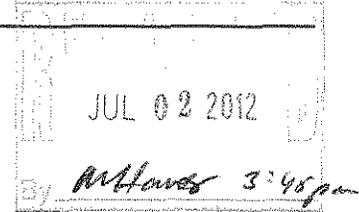
ENDORSE HERE
X
PAY TO THE ORDER OF
HOMETOWN BANK
075906854
FOR DEPOSIT ONLY
B. R. AMON & SONS, INC.
DO NOT WRITE SIGN BELOW
RESERVED FOR FINANCIAL INSTITUTION U

BOFD >075906854
2012-01-09
143169207

In the matter of the direct annexation of land to the City of Lake Geneva, Walworth County, Wisconsin

PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL Wis. Stats. § 66.0217(2)

TO: The Honorable City Council of the City of Lake Geneva, Walworth County, Wisconsin c/o City Clerk



The undersigned owner of land or real property (the "Owner") hereby petition the Common Council of the City of Lake Geneva, Wisconsin (the "City"), pursuant to § 66.0217(2) of the Wisconsin Statutes for the direct annexation by unanimous approval to the City of certain territory located in the Town of Bloomfield, Walworth County, Wisconsin (the "Town"), the legal description of which territory (the "Territory to be Annexed") is set out on the attached Exhibit "A" and incorporated herein by reference. In this regard, the Owners make the following representations and requests:

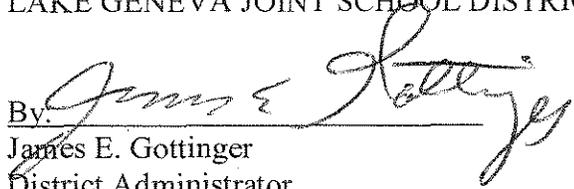
1. The Owner owns all of the land within the Territory to be Annexed.
2. There are no electors residing in the Territory to be Annexed.
3. A scale map reasonably showing the boundaries of the Territory to be Annexed and its relation to the City and the Town is attached hereto as Exhibit "B", and incorporated herein by reference.
4. The population of the Territory to be Annexed is zero.
5. The Territory to be Annexed is contiguous to the City and has a reasonable and unexceptional shape. A survey of the property prepared by Peter Gordon, a

Wisconsin registered land surveyor, is attached hereto as Exhibit "C", and incorporated herein by reference.

6. The proposed annexation creates no Town islands.
7. The proposed annexation is necessary for the development of the Territory to be Annexed as a part of the adjoining parcel to the south which currently lies within the City.
8. The Owner requests that the Territory to be Annexed be detached from the Town and annexed to the City by direct annexation by unanimous approval.
9. The Owner requests that the Territory to be Annexed be assigned a PB Planned Business District Zoning classification.

Dated this 2nd day of July, 2012.

LAKE GENEVA JOINT SCHOOL DISTRICT #1

By 
James E. Gottinger
District Administrator

Drafted by:
Attorney Richard W. Torhorst
500 Commercial Ct.
P.O. Box 1300
Lake Geneva, WI 53147

EXHIBIT "A"
Legal Description

A parcel of land located in the Northwest $\frac{1}{4}$ of Section 6, T1N, R18E, described as follows:

Commencing at the Southeast corner of the Northwest $\frac{1}{4}$ of Section 6, thence North $2^{\circ} 29'$ West 728 feet, thence South $86^{\circ} 4' 5''$ West to the Northeast corner of Geneva Meadows Apartments, thence South $3^{\circ} 3' 55''$ East 894.07 feet, thence East to the place of beginning.

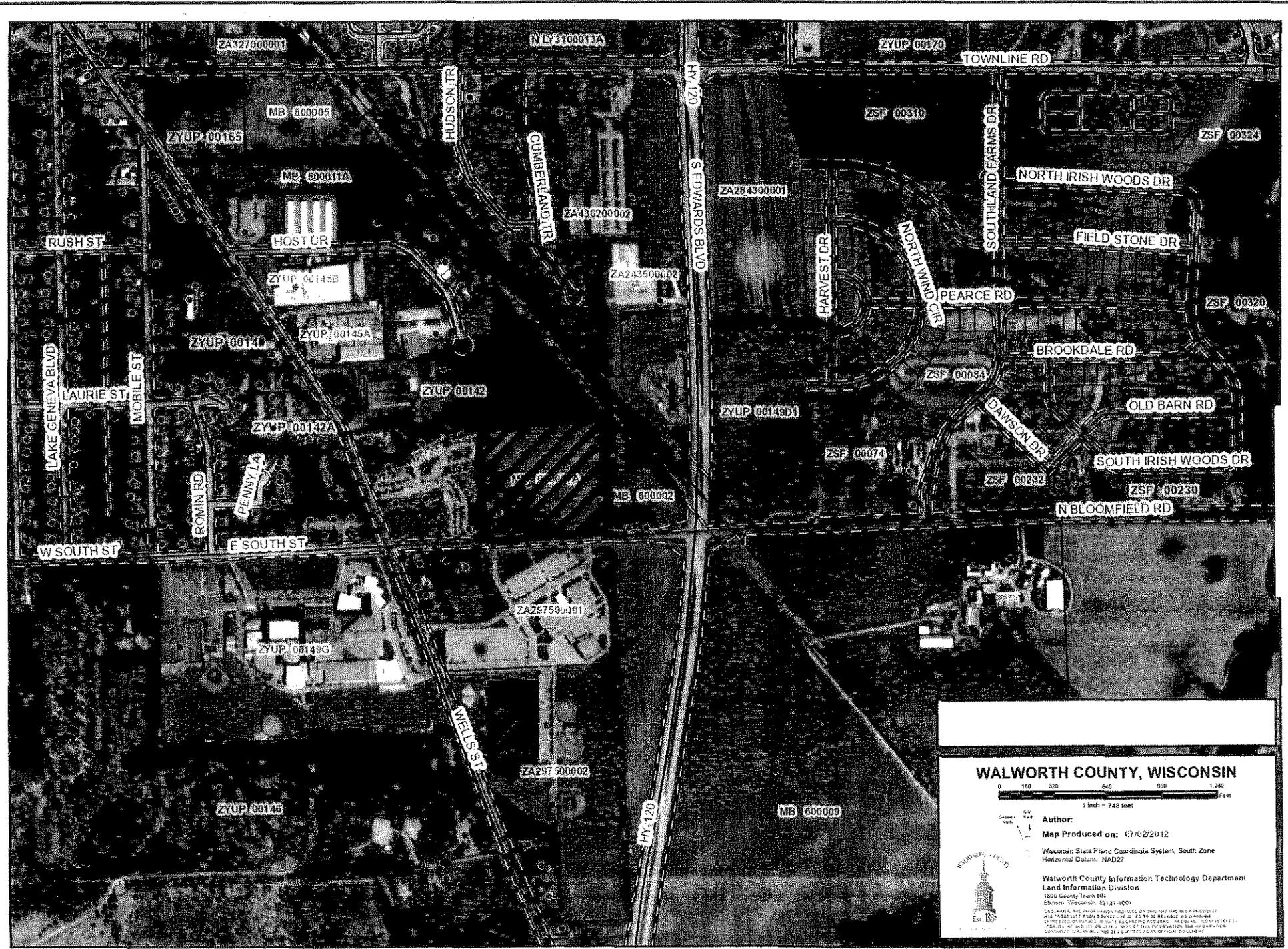


Exhibit "B"

WALWORTH COUNTY, WISCONSIN

0 100 200 400 600 800 1,200
1 inch = 748 feet

Author:
Map Produced on: 07/02/2012
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD27

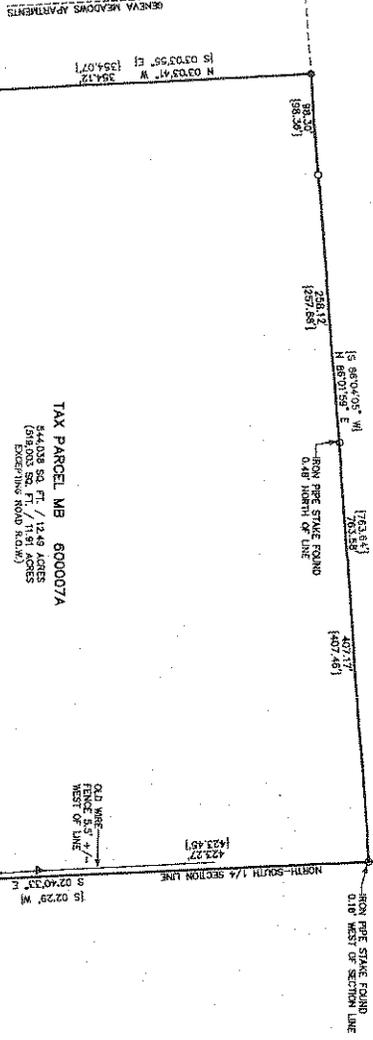

Walworth County Information Technology Department
 Land Information Division
 1806 County Trunk Rd.
 Elkhorn, Wisconsin 53121-1001

THIS AERIAL PHOTOGRAPH HAS BEEN OBTAINED BY THE WAY THE BEST AVAILABLE PHOTOGRAPHY FROM 2002 TO 2012. IT IS NOT A REPRESENTATIVE OF THE CURRENT STATE OF THE COUNTY. THE INFORMATION IS PROVIDED AS IS AND IS NOT TO BE USED FOR ANY PURPOSES OTHER THAN FOR INFORMATIONAL PURPOSES. THE INFORMATION IS NOT TO BE USED FOR ANY PURPOSES OTHER THAN FOR INFORMATIONAL PURPOSES.

STATE PLANS COORDINATE SYSTEM - SOUTH ZONE NAD 1927
 SOUTH LINE OF THE NORTHWEST 1/4 OF SECTION 6-1-18
 BEARS N 87°39'50" E

PLAT OF SURVEY
 A PARCEL OF LAND LOCATED IN PART OF THE NORTHWEST 1/4 OF SECTION 6,
 TOWN 1 NORTH, RANGE 18 EAST, WALWORTH COUNTY, WISCONSIN

The land returned to its condition is described as follows:
 A parcel of land located by the NW 1/4 of Section 6, T1N, R18E described as follows: Commencing at the
 iron monument of the NW 1/4 of Section 8, Thence North 7°29'00" East, Thence South 85°04'05" West to
 the point of beginning,
 This includes the following easements:
 Tax Map No. MB 6000077A



TAX PARCEL MB 6000077A
 244,028 SQ. FT. / 12.49 ACRES
 589,203 SQ. FT. / 13.41 ACRES
 (See the map record)

- LEGEND:
- = FOUND IRON PIPE STAKE
 - = FOUND IRON NEBBIN STAKE
 - = FOUND CONCRETE COUNTY MONUMENT
 - ▲ = FENCE POST LOCATED
 - = RECORD AS



NOTE: CORNER OF THIS MAP TO WHICH THE FOLLOWING CERTIFICATE
 IN RED INK IS REFERRED TO BY THE SURVEYOR'S WORK PRODUCT,
 WHICH DO NOT REPRESENT THE SURVEYOR'S WORK PRODUCT:
 I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN
 SURVEYED UNDER MY DIRECTION AND THAT THE ABOVE MAP IS A TRUE
 AND CORRECT REPRESENTATION OF THE PROPERTY AND THE SURVEY
 MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY AND
 THAT I AM NOT PROVIDING OR GUARANTEEING THE TITLE
 THEREIN WITHIN ONE YEAR FROM THE DATE OF RECORD.

DATE: FEBRUARY 24, 2008

WALTER S. GORDON, R.L.S. 210



MB 6-7A

118-2966

	<p style="text-align: center;">- WORK ORDERED BY - RICHARD TORHORST 500 COMMERCIAL COURT/P.O. BOX 1300 LAKE GENEVA, WI 53147</p>	<p>FARRIS, HANSEN & ASSOCIATES, INC. ENGINEERING - ARCHITECTURE - SURVEYING 7 RIDGWAY COURT P.O. BOX 437 ELKHORN, WISCONSIN 53121 OFFICE: (262) 723-2098 FAX: (262) 723-5886</p>
PROJECT NO: 7828 DATE: 2/11/2008 SHEET NO. 1 OF 1	REVISIONS:	

Exhibit "C"

ORDINANCE 12-13

**AN ORDINANCE AMENDING CHAPTER 74, TRAFFIC AND VEHICLES,
REGARDING LIMITED TIME PARKING ZONES HOURS**

The Common Council of the City of Lake Geneva, Wisconsin, does hereby ordain as follows:

1. That Section 86-71 of Chapter 86, VEHICLES FOR HIRE, of the Lake Geneva Municipal Code is hereby amended to read as follows:
 - (e) Hours. The limited parking in the parking station zones shall apply from 9:00 a.m. to 7:00 p.m. Monday through Sunday, except for the Cook Street parking lot, the 300 block of Broad Street, 200 block of Cook Street, 800 block of Geneva Street, where parking station zones shall apply from 9:00 a.m. to 7:00 p.m. Monday through Saturday, and 12:00 p.m. to 7:00 p.m. Sunday.

EXCEPTIONS:

- (1) Each year from November 1 until April 30 of the following year, two-hour free parking shall be established for all parking station zones except in the following zones where there is no two-hour limit:
 - (i) Cook Street Municipal Parking Lot.
 - (ii) Center Street Municipal Parking Lot.
 - (iii) Main Street, south side, from Madison Street west to Maxwell Street.
 - (iv) Sage Street Municipal Parking Lot.
 - (v) Eastview/Dunn Field Parking Lot.
- (2) There shall be no free parking either seasonal or by sticker at any Twenty-Five minute designated space.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this _____ day of _____, 2012.

JAMES R. CONNORS, Mayor

Attest:

MICHAEL D. HAWES, City Clerk

First Reading: 6/25/12
Second Reading: _____
Adopted: _____
Published: _____

RESOLUTION NO: 12-R52

WHEREAS, the Common Council approved the 2012 Tax Increment District #4 Fund budget for the City of Lake Geneva on January 23, 2012, for projects to occur during 2012, and

WHEREAS, the TID #4 adopted 2012 Budget included \$1,044,379.00 for Discretionary Funding which can fund proposed projects as the Common Council deems appropriate, and

WHEREAS, at Dunn Field there is a flooding issue and the estimate to correct the drainage with a culvert and an extended pavement area would be \$3,000, and

WHEREAS, at the June 25, 2012 Common Council meeting, this project was approved and to use TIF funds,

BE IT THEREFORE RESOLVED, that the Common Council amend the 2012 TID Fund Budget allowing for the transfer of \$3,000.00 as noted:

Increase Acct # 34-30-00-9001, Dunn Field Parking, by \$3,000.00 and
Decrease Acct # 34-30-00-1211, Discretionary Funding, by \$3,000.00

Adopted this 9th day of July, 2012.

APPROVED: _____
James R. Connors, Mayor

ATTEST: _____
Michael D. Hawes, City Clerk

Resolution No: 12-R53

WHEREAS, the Common Council approved the 2012 Operating Budget for the General Fund for the City of Lake Geneva, and

WHEREAS, in the 2012 Budget, the Council allocated \$50,000 in an contingency account for unplanned expenses and \$13,689.00 has been spent to date, and

WHEREAS, the Common Council, at their June 25, 2012 meeting approved a chemical treatment plan for the City's parkway ash trees upon the discovery of the Emerald Ash Borer pest within the City limits, in an amount not to exceed \$10,000.00,

BE IT THEREFORE RESOLVED, that the Common Council adopt a budget amendment allowing for a transfer in the 2012 General Fund Budget as follows:

Increase Acct # 11 32-13 5220, Forestry Services, by \$10,000.00, and
Decrease Acct #11 10-00 5780, Contingency Account, by \$10,000.00

Adopted this 9th day of July, 2012.

APPROVED:

James R. Connors, Mayor

ATTEST:

Michael D. Hawes, City Clerk

ORDINANCE 12-14

AN ORDINANCE AMENDING CHAPTER 86, VEHICLES FOR HIRE, REGARDING TAXICAB DRIVER'S LICENSE REQUIREMENTS

The Common Council of the City of Lake Geneva, Wisconsin, does hereby ordain as follows:

1. That Section 86-71 of Chapter 86, VEHICLES FOR HIRE, of the Lake Geneva

Municipal Code is hereby amended to read as follows:

[Code 1992, § 12.13(9)(a); Ord. No. 03-14, § I, 10-27-2003]

Every person driving a taxicab, except the owner, shall be licensed as such, and each applicant for a driver's license shall fulfill the following requirements:

- 1) At least 18 years of age.
- 2) Of sound physique with good eyesight and not subject to epilepsy, vertigo, heart trouble or any other infirmity of body or mind which might render him unfit for the safe operation of the vehicle.
- 3) Able to speak, read and write the English language.
- 4) Clean in dress and person and not addicted to the use of alcohol beverages or habit forming drugs.
- 5) Fill out, upon a form provided by the City Clerk, a statement giving his full name, residence or places of residence for the three years previous to his present address; age, color, height, color of eyes and hair, place of birth, length of time he has resided in the City; whether a citizen of the United States; place of previous employment; whether he has ever been convicted of a felony or misdemeanor; whether he has been previously licensed as a driver or chauffeur and, if so, when and by what authority; whether his license has ever been revoked or suspended and, if so, for what cause. Such statement shall be signed and sworn to by the applicant and filed with the City Clerk and kept as a permanent record. Each licensed driver shall, upon demand of a police officer or passenger, exhibit his license for inspection.
- 6) Each applicant shall be subject to a background investigation conducted by the Chief of Police to ensure that such license shall not be granted to any person who has been convicted by a court of competent jurisdiction, or has charges pending against her or him, of any offense the circumstances of which substantially relate to the circumstances of taxicab or other public passenger vehicle operation. Such offenses include, but are not limited to, crimes against persons or property or driving a vehicle while under the influence of intoxicants or controlled substances; provided, however, that the Chief of Police shall grant a license to such convicted person if the conviction is reversed, or if the person is granted a pardon for the offense in question.

In determining whether or not the circumstances of a conviction or a pending charge are substantially related to the circumstances of taxicab or other public

passenger vehicle operation, the Chief of Police shall consider the number of convictions, the nature and seriousness of the crime or crimes, whether they involved violence, whether they involved theft or other evidence of lack of trustworthiness with money, whether the crime involved driving, the age and maturity of the individual at the time of the conviction, the amount of time elapsed since the last conviction, and any evidence of personal rehabilitation.

- 7) Photocopy of driver's license.
- 8) Upon compliance with all of the provisions of this section, the City Clerk shall issue a taxicab driver's license to each applicant therefor, which shall be in force for one year or less, expiring on June 30.
- 9) Appeals. If the City Clerk denies a public passenger vehicle driver permit, s/he shall notify the applicant in writing, and shall state the reasons for the denial. The applicant may appeal the denial by notifying the City Clerk within fifteen (15) days of the date of the written denial. The appeal proceeding shall be held within forty-five (45) days after the date of the appeal, and shall be conducted by the City Council.

2. This ordinance shall take effect upon passage and publication, as provided by law.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this _____ day of _____, 2012.

JAMES R. CONNORS, Mayor

Attest:

MICHAEL D. HAWES, City Clerk

First Reading: _____
Second Reading: _____
Adopted: _____
Published: _____

CITY OF LAKE GENEVA



626 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147
(262) 249-4098 • Fax (262) 248-4715
www.cityoflakegeneva.com

DENNIS E. JORDAN
CITY ADMINISTRATOR

TO: MAYOR JIM CONNORS AND COMMON COUNCIL

DEJ **FROM:** CITY ADMINISTRATOR DENNIS JORDAN

DATE: JULY 9, 2012

RE: DISPOSITION OF PARKING METERS

Background: There have been many requests from citizens wanting to purchase one or more of the mechanical parking meters. I have gone on EBay to see what older parking meters are selling for and have discovered that it depends on age, model # and condition. Some sell for \$19.99 and others sell for over \$100. Colored meters seemed to be higher priced than the regular silver meters. I would suggest that we offer the silver meters for \$25. per meter. The few colored meters we have could sell for \$50. Rather than having to store them for an extended period of time, it would be better to sell them at a reasonable price. Most people that have called said they thought that \$25. would be reasonable.

I have also been contacted by other cities asking what price we would sell our digital meters. With all of the changes taking place in technology, I would think that it would be in our best interests to negotiate with interested parties depending on how many units they would be interested in purchasing. There were very few of these on EBay and most were just the heads and not the complete housing. We could start at \$40 to \$50 and see if we get any offers.

Recommendation: Discuss and direct staff appropriately.

CITY OF LAKE GENEVA



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DENNIS E. JORDAN
CITY ADMINISTRATOR

TO: MAYOR JIM CONNORS AND COMMON COUNCIL

FROM: CITY ADMINISTRATOR DENNIS JORDAN

DATE: JULY 9, 2012

RE: TAGGED BRUSH PICKUP PROCEDURE

Background: Beginning in 2011, the City Street Department no longer picked up brush during the summer months. In instances where a resident places brush in front of his/her residence, gets a warning tag from the City that it has to be removed, but does not remove the brush. Creates a difficult situation. Staff is concerned that if City crews pick up that brush, even though the City would send an invoice for the service, that other residents would see this and believe they could again begin placing brush in front of their houses. Would the Council consider having this tagged pickup contracted out, invoiced by the City, and if not paid, placed on the tax roll at the end of the current year.

Recommendation: Discuss and direct staff appropriately.

**City of Lake Geneva
Council Meeting
7/9/2012**

Prepaid Checks - 6/22/12 through 7/5/12

\$2,850.44

DATE: 07/05/2012
TIME: 17:01:35
ID: AP450000.WOW

CITY OF LAKE GENEVA
PAID INVOICE LISTING

FROM 06/22/2012 TO 06/25/2012

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
TOTAL --- ALL INVOICES:									0.00

DATE: 07/05/2012
 TIME: 17:01:57
 ID: AP450000.WOW

CITY OF LAKE GENEVA
 PAID INVOICE LISTING

FROM 06/27/2012 TO 07/05/2012

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AT&T81	AT&T								
	RE062512			06/13/12		53847	06/28/12	1,415.66	1,415.66
		01 262-R428188663-1 - CITY HALL	1116105221						255.10
		02 262-R428188663-1 - POLICE	1121005221						255.10
		03 262-R428188663-1 - COURT	1112005221						63.77
		04 262-R428188663-1 - METER	4234505221						63.77
		05 262-2484715125-4 - CITY HALL	1116105221						186.54
		06 262-2484715125-4 - MUN COURT	1112005221						36.06
		07 262-2480403367-7 - POLICE MAIN	1121005221						97.22
		08 262-2484567367-1 - POLICE	1121005221						140.59
		10 262-2482264368-9 - FIRE	1122005221						163.77
		11 262-2484913601-4 - STREET SHOP	1132105221						136.25
		12 262-2495299313-5 - 7 LIB LINES	9900005221						6.45
		13 262-2495299313-5 - 1 ST LINE	1132105221						0.92
		14 262-2495299313-5 - 4 CH LINES	1116105221						3.68
		15 262-2495299313-5 - 2 LOWER RIV	4055205221						1.84
		16 262-2495299313-5 - 2 UPPER RIV	4055105221						1.84
		17 262-2495299313-5 - 2 POLICE	1121005221						1.84
		18 262-2495299313-5 - 1 FIRE LINE	1122005221						0.92
								VENDOR TOTAL:	1,415.66
GRAMM	LYNELLE GRAMM								
	REIMB-6/12			06/20/12		53848	06/28/12	94.87	94.87
		01 MILEAGE-150 MILES	1121005190						83.25
		02 MEAL-PFC TRAINING	1121005190						11.62
								VENDOR TOTAL:	94.87
USBANK	US BANK								
	3341-6/12			06/13/12		53849	06/28/12	689.91	689.91
		01 PLAZA HOTEL-LODGING-ANDERSON	1129005735						70.00
		02 PIGGLY WIGGLY-MEAL-RESERVES	1121005410						135.08
		03 SHELL OIL-5.363 GALS GAS	1121005341						20.00
		04 MINESHAFT RESTAURANT-MEAL	1121005331						22.35
		05 WALMART-BATTERY CHARGER	1121005361						49.74
		06 AMAZON-CAMERA BATTERY COVER	1121005310						22.99
		07 RADISSON-LODGING-WISNIEWSKI	1121005331						210.00
		08 PEARCE WIRELESS-OTTERBOX, POUCH	1121005221						74.75
		09 UW-MADISON-CONF REG-GRAMM	1121005190						85.00
								VENDOR TOTAL:	689.91
WSFA	WI STATE FIREFIGHTER'S ASSOC								
	2012-13			05/30/12		53850	06/29/12	650.00	650.00

DATE: 07/05/2012
TIME: 17:01:57
ID: AP450000.WOW

CITY OF LAKE GENEVA
PAID INVOICE LISTING

FROM 06/27/2012 TO 07/05/2012

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
2012-13	01	ANNUAL DUES	1122005320	05/30/12		53850	06/29/12	650.00	650.00 650.00
								VENDOR TOTAL:	650.00
								TOTAL --- ALL INVOICES:	2,850.44

**City of Lake Geneva
Council Meeting
7/9/2012**

Accounts Payable Checks - through 7/5/12

	<u>Fund #</u>	
1. General Fund	11	<u>\$ 62,987.74</u>
2. Debt Service	20	<u>\$ -</u>
3. TID #4	34	<u>\$ 138,275.65</u>
4. Lakefront	40	<u>\$ 13,410.91</u>
5. Capital Projects	41	<u>\$ 30,951.40</u>
6. Parking Meter	42	<u>\$ 4,994.93</u>
7. Library Fund	99	<u>\$ 9,727.50</u>
8. Impact Fees	45	<u>\$ 3,555.00</u>
9. Tax Agency Fund	89	<u>\$ -</u>
Total All Funds		<u><u>\$263,903.13</u></u>

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

COUNCIL MEETING DATE OF: 7/9/2012

TOTAL UNPAID ACCOUNTS PAYABLE - THROUGH 7/5/12 \$ 263,903.13

ITEMS > \$5,000

Scherrer Const Co - Skate Park Construction	137,890.10
BayCom - Squad Cameras & Software	22,818.00
Oak Hill Cemetery - July Payment	13,333.33
Lake Geneva Utility Commission - 2nd Qtr	7,612.23
Yard Doggs LLC - June Contract Mowing	5,742.50
Baker & Taylor - Library Materials	5,097.32

Balance of all other Items 71,409.65

DATE: 07/05/12
TIME: 16:57:29
ID: AP441000.WOW

CITY OF LAKE GENEVA
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/10/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ACL	ACL SERVICES LLC						
201205-0	05/31/12	01	BLOOD DRAWS	1121005380		07/10/12	35.00
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
ALLSTATE	ALLSTATE IMAGING INC						
999324	05/31/12	01	LEGAL PADS,POST-ITS,MARKERS	1121005310		07/10/12	130.36
						INVOICE TOTAL:	130.36
						VENDOR TOTAL:	130.36
AMAZO	AMAZON						
8932-5/12	06/10/12	01	CHILDREN DVDS	9900005411		07/10/12	93.88
		02	DVDS	9900005414			484.12
		03	KLEENEX	9900005350			48.62
						INVOICE TOTAL:	626.62
						VENDOR TOTAL:	626.62
AMYS	AMY'S SHIPPING EMPORIUM						
116247	05/08/12	01	POSTAGE-ATTY KRISTA CARLS	1121005312		07/10/12	25.42
						INVOICE TOTAL:	25.42
117170	06/14/12	01	POSTAGE-GENERAL COMMUNICATIONS	1121005312		07/10/12	18.13
						INVOICE TOTAL:	18.13
						VENDOR TOTAL:	43.55
AUROM	AURORA MEDICAL GROUP						
EG0000798-5/12	05/28/12	01	DRUG TESTS	1132105205		07/10/12	100.00
		02	DRUG TESTS	1100001391			50.00
						INVOICE TOTAL:	150.00
EG0002337-5/12	05/28/12	01	HEP B VACCINATION	1121005411		07/10/12	70.00
						INVOICE TOTAL:	70.00
						VENDOR TOTAL:	220.00

DATE: 07/05/12
 TIME: 16:57:29
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/10/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

AUTOT	AUTO TECH CENTERS INC						
235915	06/26/12	01	TIRES	1121005361		07/10/12	496.80
						INVOICE TOTAL:	496.80
						VENDOR TOTAL:	496.80
BAKER	BAKER & TAYLOR						
L3367102-5/12	05/31/12	01	2026975654-4 ITEMS	9900005410		07/10/12	60.37
		02	2026987714-1 ITEM	9900005410			9.44
		03	2026987715-51 ITEMS	9900005410			740.76
		04	2026987716-24 ITEMS	9900005410			757.51
		05	2026987717-11 ITEMS	9900005410			64.17
		06	2027010805-2 ITEMS	9900005410			29.65
		07	2027010806-1 ITEM	9900005410			9.45
		08	2027020837-1 ITEM	9900005410			16.20
		09	2027020838-1 ITEM	9900005410			12.57
		10	2027020839-1 ITEM	9900005410			4.40
		11	2027032191-3 ITEMS	9900005410			45.90
		12	2027032192-1 ITEM	9900005410			23.99
		13	2027032193-1 ITEM	9900005410			11.33
		14	2027041112-2 ITEMS	9900005410			30.75
		15	2027041113-1 ITEM	9900005410			14.63
		16	2027041114-1 ITEM	9900005410			31.59
		17	2027058354-3 ITEMS	9900005410			48.09
		18	2027058355-2 ITEMS	9900005410			37.35
		19	2027064204-2 ITEMS	9900005410			29.64
		20	2027068004-2 ITEMS	9900005410			30.76
		21	2027068005-8 ITEMS	9900005410			44.65
		22	2027068006-12 ITEMS	9900005410			335.53
		23	2027068007-50 ITEMS	9900005410			710.32
		24	COA100976464-CREDIT	9900005410			-432.85
		25	0002308702-CREDIT	9900005410			-12.57
						INVOICE TOTAL:	2,653.63
L3367362-5/12	05/31/12	01	2027067991-18 ITEMS	9900005410		07/10/12	288.45

DATE: 07/05/12
 TIME: 16:57:29
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/10/2012

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

BAKER	BAKER & TAYLOR						
L3367362-5/12	05/31/12	02	2027058069-3 ITEMS	9900005410		07/10/12	55.99
		03	2027024665-1 ITEM	9900005410			15.11
		04	2026987698-30 ITEMS	9900005410			464.08
		05	2026880784-27 ITEMS	9900005410			432.85
						INVOICE TOTAL:	1,256.48
L3367512-5/12	05/31/12	01	2026993810-1 ITEM	9900005411		07/10/12	9.50
		02	2026993811-1 ITEM	9900005411			14.82
		03	2026993812-3 ITEMS	9900005411			15.09
		04	2026993813-3 ITEMS	9900005411			40.26
		05	2026993814-1 ITEM	9900005411			10.62
		06	2027000252-1 ITEM	9900005411			10.06
		07	2027000253-1 ITEM	9900005411			23.94
		08	2027000254-22 ITEMS	9900005411			167.10
		09	2027032053-1 ITEM	9900005411			11.18
		10	2027032054-1 ITEM	9900005411			10.06
		11	2027032055-2 ITEMS	9900005411			26.08
		12	2027044724-2 ITEMS	9900005411			3.77
		13	2027044725-1 ITEM	9900005411			10.06
		14	2027067818-3 ITEMS	9900005411			20.82
		15	2027067819-1 ITEM	9900005411			10.06
		16	2027067820-1 ITEM	9900005411			15.63
						INVOICE TOTAL:	399.05
L4013232-5/12	05/31/12	01	2026987711-1 ITEM	9900005414		07/10/12	8.24
		02	2026987712-21 ITEMS	9900005414			360.25
		03	2027017420-5 ITEMS	9900005414			60.45
		04	2027046047-2 ITEMS	9900005414			19.23
		05	2027067996-2 ITEMS	9900005414			33.31
		06	2027067997-16 ITEMS	9900005414			306.68
						INVOICE TOTAL:	788.16
						VENDOR TOTAL:	5,097.32

BAYCOM BAYCOM

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BAYCOM	BAYCOM						
68125	06/05/12	01	4 SQ CAMERAS, SOFTWARE	4121001131		07/10/12	22,818.00
						INVOICE TOTAL:	22,818.00
						VENDOR TOTAL:	22,818.00
BEAR	BEARINGS INCORPORATED--SOUTH						
49213	06/19/12	01	WHEEL BEARINGS--RHINO	1152005250		07/10/12	63.44
						INVOICE TOTAL:	63.44
49232	06/22/12	01	BEARINGS	1152005250		07/10/12	31.72
						INVOICE TOTAL:	31.72
49244	06/26/12	01	BEARINGS	1152005250		07/10/12	63.44
						INVOICE TOTAL:	63.44
						VENDOR TOTAL:	158.60
BEK	BEK SPECIALTIES						
17142	06/13/12	01	DONOR PLAQUE	9900005211		07/10/12	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	15.00
BIO	BIO-AQUATIC SERVICES LLC						
2153	04/10/12	01	AQUATIC WEED SPRAY	4054105264		07/10/12	4,650.00
						INVOICE TOTAL:	4,650.00
						VENDOR TOTAL:	4,650.00
BRUCE	BRUCE MUNICIPAL EQUIPMENT INC						
SB12230	06/27/12	01	FIX SWEEPER	1132105250		07/10/12	420.60
						INVOICE TOTAL:	420.60
						VENDOR TOTAL:	420.60
BRUG	BARNEY BRUGGER						

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BRUG	BARNEY BRUGGER						
6/12	06/30/12	01	JUN MILEAGE-206.2 MILES	1124005330		07/10/12	114.44
						INVOICE TOTAL:	114.44
						VENDOR TOTAL:	114.44
BUDGET	BUDGET LIBRARY SUPPLIES						
9054	06/08/12	01	DUE DATE STICKERS	9900005512		07/10/12	200.00
						INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00
CDW	CDW GOVERNMENT INC						
L318290	05/31/12	01	TONER CARTRIDGE	1129005310		07/10/12	100.08
		02	MOUSE-2	1121005310			17.02
						INVOICE TOTAL:	117.10
L778561	06/12/12	01	HARD DRIVE,CABLES	9900005514		07/10/12	81.18
						INVOICE TOTAL:	81.18
M038967	06/19/12	01	KEYBOARDS	9900005514		07/10/12	50.56
						INVOICE TOTAL:	50.56
M128702	06/20/12	01	NETWORKING HARDWARE	9900005514		07/10/12	536.55
						INVOICE TOTAL:	536.55
						VENDOR TOTAL:	785.39
CES	CES						
LKG/015681	05/16/12	01	FLUORESCENT BULBS	1122005350		07/10/12	36.08
						INVOICE TOTAL:	36.08
						VENDOR TOTAL:	36.08
DUNCAN	DUNCAN PARKING TECHNOLOGIES						
INV009375	06/27/12	01	AUTOCITE SUPPORT	4234505450		07/10/12	3,141.67
						INVOICE TOTAL:	3,141.67
						VENDOR TOTAL:	3,141.67

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DUNN	DUNN LUMBER & TRUE VALUE						
484456	06/15/12	01	NUTS,BOLTS	4054105352		07/10/12	3.30
		02	DISCOUNT	1100004819			-0.17
						INVOICE TOTAL:	3.13
485312	06/21/12	01	ICE SCOOP	4055205350		07/10/12	21.99
		02	DISCOUNT	1100004819			-1.10
						INVOICE TOTAL:	20.89
485337	06/22/12	01	KEYS, FAUCET PARTS	9900005250		07/10/12	8.25
		02	DISCOUNT	1100004819			-0.74
						INVOICE TOTAL:	7.51
485378	06/22/12	01	FLUORESCENT BULBS, SPARK PLUGS	1132105350		07/10/12	26.16
		02	DISCOUNT	1100004819			-1.31
						INVOICE TOTAL:	24.85
485579	06/24/12	01	BLEACH, POLISH, TRASH BAGS	4055205350		07/10/12	26.26
		02	DISCOUNT	1100004819			-0.31
						INVOICE TOTAL:	25.95
485707	06/25/12	01	PAINT-DONIAN WALKWAY	1152005352		07/10/12	62.97
		02	DISCOUNT	1100004819			-0.25
						INVOICE TOTAL:	62.72
485882	06/26/12	01	HOSE HANGER	1152015350		07/10/12	4.99
		02	DISCOUNT	1100004819			-0.25
						INVOICE TOTAL:	4.74
486020	06/27/12	01	PROPANE-POST DRIVER	1134105374		07/10/12	3.99
		02	DISCOUNT	1100004819			-0.20
						INVOICE TOTAL:	3.79
486108	06/27/12	01	PAINT BRUSH-DONIAN	1152005352		07/10/12	7.99
		02	DISCOUNT	1100004819			-0.40
						INVOICE TOTAL:	7.59

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DUNN	DUNN LUMBER & TRUE VALUE						
486126	06/27/12	01	BOLT,BANDAIDS	1116105350		07/10/12	9.48
		02	DISCOUNT	1100004819			-0.47
						INVOICE TOTAL:	9.01
486132	06/27/12	01	GASKET MATERIAL, SWITCH	1132105340		07/10/12	14.98
		02	DISCOUNT	1100004819			-0.75
						INVOICE TOTAL:	14.23
486153	06/28/12	01	PAINT-DONIAN	1152005352		07/10/12	59.98
		02	DISCOUNT	1100004819			-3.00
						INVOICE TOTAL:	56.98
486171	06/28/12	01	LIGHTBULB,WIRE CONNECTOR	9900005350		07/10/12	31.98
		02	DISCOUNT	1100004819			-3.20
						INVOICE TOTAL:	28.78
486211	06/28/12	01	PAINT-DONIAN	1152005352		07/10/12	29.99
		02	DISCOUNT	1100004819			-1.50
						INVOICE TOTAL:	28.49
486365	06/29/12	01	BROOM,TARP STRAP	1152005350		07/10/12	14.48
		02	DISCOUNT	1100004819			-0.72
						INVOICE TOTAL:	13.76
486805	07/03/12	01	TIEDOWNS,BATTERIES,CONNECTOR	1132105340		07/10/12	47.46
		02	DISCOUNT	1100004819			-2.37
						INVOICE TOTAL:	45.09
486808	07/03/12	01	PLASTIC TUBING	1132105340		07/10/12	1.20
		02	DISCOUNT	1100004819			-0.06
						INVOICE TOTAL:	1.14
486818	07/03/12	01	SIGNS-VETS PARK	1152015350		07/10/12	4.07
		02	DISCOUNT	1100004819			-0.20
						INVOICE TOTAL:	3.87

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DUNN DUNN LUMBER & TRUE VALUE							
K84672	06/18/12	01	PINE DECKING	4054105352		07/10/12	4.72
						INVOICE TOTAL:	4.72
						VENDOR TOTAL:	367.24
DUPAGE COLLEGE OF DUPAGE							
2525	06/12/12	01	BACKGROUND INV TRNG-WAY	1121005410		07/10/12	149.00
						INVOICE TOTAL:	149.00
						VENDOR TOTAL:	149.00
EQUAL EQUAL RIGHTS DIVISION							
250-6/12	06/30/12	01	WORK PERMITS-JUNE	1100002422		07/10/12	397.50
						INVOICE TOTAL:	397.50
						VENDOR TOTAL:	397.50
FARRE FARRELL EQUIPMENT & SUPPLY CO							
566904	06/27/12	01	CORE DRILLING RIG-HUSQVARNA	4234505870	00000060	07/10/12	995.00
		02	6 INCH WET CORE BIT	4234505870			220.00
						INVOICE TOTAL:	1,215.00
						VENDOR TOTAL:	1,215.00
FORD FORD OF LAKE GENEVA							
17671	06/05/12	01	WIRING-SQ RADIOS	1121005361		07/10/12	23.51
						INVOICE TOTAL:	23.51
33921	06/04/12	01	BRAKE PADS,ROTORS-SQ 20210	1121005361		07/10/12	269.15
						INVOICE TOTAL:	269.15
33926	06/04/12	01	FIX TIRE,LIGHT-SQ 20313	1121005361		07/10/12	67.98
						INVOICE TOTAL:	67.98
34007	06/11/12	01	OIL CHG,TIRE ROTATION-SQ 20109	1121005361		07/10/12	66.10
						INVOICE TOTAL:	66.10

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FORD FORD OF LAKE GENEVA							
34016	06/11/12	01	OIL CHG-SQ 20511	1121005361		07/10/12	26.15
						INVOICE TOTAL:	26.15
34073	06/15/12	01	ADJUST LIGHTS-SQ 20313	1121005361		07/10/12	46.00
						INVOICE TOTAL:	46.00
34083	06/15/12	01	DIAGNOSTIC CHECK-AMB 2	1122005240		07/10/12	60.00
						INVOICE TOTAL:	60.00
34124	06/19/12	01	FIX A/C	1122005240		07/10/12	188.14
						INVOICE TOTAL:	188.14
						VENDOR TOTAL:	747.03
FOX RIV FOX RIVER FIRE & SAFETY							
293344	06/24/12	01	YRLY FIRE EXTINGUISHER SVC	1122005820		07/10/12	419.00
						INVOICE TOTAL:	419.00
						VENDOR TOTAL:	419.00
GATEK GATEWAY TECHNICAL COLLEGE							
16450	06/14/12	01	FIRE INSP TEST FEE-COVI	1122005412		07/10/12	80.00
						INVOICE TOTAL:	80.00
16472	06/14/12	01	FF II TEST FEE-PERRINO	1122005412		07/10/12	80.00
						INVOICE TOTAL:	80.00
						VENDOR TOTAL:	160.00
GENAU GENEVA AUTO BODY							
WINDSHIELD	06/07/12	01	WINDSHIELD REPAIR-SQ 200	1121005361		07/10/12	274.35
						INVOICE TOTAL:	274.35
						VENDOR TOTAL:	274.35
GENERAL GENERAL COMMUNICATIONS INC							

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GENERAL GENERAL COMMUNICATIONS INC							
188322	05/31/12	01	RADIO,BATTERIES	4122001106		07/10/12	1,280.00
						INVOICE TOTAL:	1,280.00
637500	05/17/12	01	FIX RADIO	1121005262		07/10/12	147.00
						INVOICE TOTAL:	147.00
917817	06/05/12	01	CREDIT-LABOR RADIO REPAIR	1121005262		07/10/12	-100.00
						INVOICE TOTAL:	-100.00
						VENDOR TOTAL:	1,327.00
GENFI GENERAL FIRE EQUIPMENT CO							
122487	05/17/12	01	BACK SEAT CAGE,PLASTIC SEAT	4121009078		07/10/12	2,578.40
						INVOICE TOTAL:	2,578.40
						VENDOR TOTAL:	2,578.40
GENON GENEVA ON-LINE INC							
945978	06/01/12	01	EMAIL SVC-JUN	1121005221		07/10/12	39.00
						INVOICE TOTAL:	39.00
						VENDOR TOTAL:	39.00
GLELE GENEVA LAKES ELECTRIC INC							
817	06/20/12	01	SQUAD CHARGER/OUTLETS	1121005361		07/10/12	405.23
						INVOICE TOTAL:	405.23
						VENDOR TOTAL:	405.23
GLENV GENEVA LAKE ENVIRONMENTAL AGEN							
RE062912	07/01/12	01	MONTHLY PAYMENT-JULY	4054105730		07/10/12	1,666.67
						INVOICE TOTAL:	1,666.67
						VENDOR TOTAL:	1,666.67
GLMUS GENEVA LAKE MUSEUM							

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GLMUS GENEVA LAKE MUSEUM							
DONATION-6/12	06/22/12	01	DONATION-SIMMONS BOOKS	1170005720		07/10/12	100.00
						INVOICE TOTAL:	100.00
RE062912	07/01/12	01	MONTHLY PAYMENT-JULY	1151105735		07/10/12	1,000.00
						INVOICE TOTAL:	1,000.00
						VENDOR TOTAL:	1,100.00
HALVE HALVERSON OVERHEAD DOOR CO							
0083735-IN	06/22/12	01	FIX EAST GARAGE DOOR	1122005241		07/10/12	192.00
						INVOICE TOTAL:	192.00
						VENDOR TOTAL:	192.00
HENRYS HENRY SCHEIN INC							
9244858-02	06/06/12	01	AED/O2 BACKPACK	1129005414		07/10/12	165.00
						INVOICE TOTAL:	165.00
						VENDOR TOTAL:	165.00
HESTA HE STARK AGENCY INC							
6089F&R-6/12	06/29/12	01	JUN COLLECTION FEE	1122005214		07/10/12	22.17
						INVOICE TOTAL:	22.17
6089PARK-6/12	06/29/12	01	JUN COLLECTION FEE	4234505216		07/10/12	223.23
						INVOICE TOTAL:	223.23
						VENDOR TOTAL:	245.40
HWYC HWY C SERVICES INC							
149846	07/02/12	01	CHAIN SAW PARTS	1132135430		07/10/12	9.20
						INVOICE TOTAL:	9.20
149847	07/02/12	01	CHAIN SAW PARTS	1132135430		07/10/12	60.85
						INVOICE TOTAL:	60.85

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HWYC	HWY C SERVICES INC						
149848	07/02/12	01	WHEELS,PARTS-RHINO MOWER	1152005250		07/10/12	184.03
						INVOICE TOTAL:	184.03
						VENDOR TOTAL:	254.08
ITU	ITU INC						
5529530	06/08/12	01	MATS	1122005360		07/10/12	118.15
						INVOICE TOTAL:	118.15
5535843	06/22/12	01	MOPS,MATS,FRAGRANCE	4055205360		07/10/12	69.70
						INVOICE TOTAL:	69.70
5535844	06/22/12	01	MATS	1116105360		07/10/12	62.53
						INVOICE TOTAL:	62.53
						VENDOR TOTAL:	250.38
JERRY	JERRY WILLKOMM INC						
167180	06/22/12	01	1503 GAL GAS	1132105341		07/10/12	4,988.46
						INVOICE TOTAL:	4,988.46
						VENDOR TOTAL:	4,988.46
JORDA	DENNIS JORDAN						
MILEAGE-6/12	06/30/12	01	MILEAGE-240 MILES	1114205330		07/10/12	133.20
						INVOICE TOTAL:	133.20
						VENDOR TOTAL:	133.20
KLEIN	TERESA M KLEIN						
5/12	05/31/12	01	MAY MILEAGE-31.2 MILES	1115305330		07/10/12	17.32
						INVOICE TOTAL:	17.32
6/12	06/30/12	01	JUN MILEAGE-312 MILES	1115305330		07/10/12	173.16
						INVOICE TOTAL:	173.16
						VENDOR TOTAL:	190.48

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LAKEW	LAKEWOOD FILTERS INC						
106975	06/22/12	01	FILTER CHANGES	1116105360		07/10/12	260.20
						INVOICE TOTAL:	260.20
						VENDOR TOTAL:	260.20
LARK	LARK UNIFORM OUTFITTERS INC						
113076	05/30/12	01	UNIFORM-WARD	1121005138		07/10/12	345.90
						INVOICE TOTAL:	345.90
113825	06/07/12	01	UNIFORM-SPOTZ	1121005138		07/10/12	65.40
						INVOICE TOTAL:	65.40
113827	06/07/12	01	UNIFORM-WARD	1121005138		07/10/12	25.45
						INVOICE TOTAL:	25.45
113829	06/07/12	01	UNIFORM-DYON	1121005138		07/10/12	308.85
						INVOICE TOTAL:	308.85
114367	06/14/12	01	UNIFORM-NETHERY	1121005138		07/10/12	74.90
						INVOICE TOTAL:	74.90
114370	06/14/12	01	UNIFORM-GRITZNER	1121005138		07/10/12	74.90
						INVOICE TOTAL:	74.90
114371	06/14/12	01	UNIFORM-RASMUSSEN	1121005138		07/10/12	74.90
						INVOICE TOTAL:	74.90
114440	06/15/12	01	UNIFORM-ROBBINS	1121005138		07/10/12	119.90
						INVOICE TOTAL:	119.90
						VENDOR TOTAL:	1,090.20
LARRY	LARRY'S TOWING & RECOVERY						
20324	06/07/12	01	TOWING	1134105290		07/10/12	145.00
						INVOICE TOTAL:	145.00

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LARRY LARRY'S TOWING & RECOVERY							
20329	06/11/12	01	TOWING	1134105290		07/10/12	145.00
						INVOICE TOTAL:	145.00
						VENDOR TOTAL:	290.00
LASER LASER WORKS UNLIMITED LLC							
602	06/02/12	01	NAME PLATE-GRAMM	1121005190		07/10/12	14.95
						INVOICE TOTAL:	14.95
						VENDOR TOTAL:	14.95
LGCHEV LAKE GENEVA CHEVROLET							
6031841/1	05/29/12	01	OIL CHG-SQ 20208	1121005361		07/10/12	26.95
						INVOICE TOTAL:	26.95
						VENDOR TOTAL:	26.95
LGREG LAKE GENEVA REGIONAL NEWS							
937588	05/03/12	01	LN 4/9 COUNCIL MINUTES	1110005314		07/10/12	387.09
						INVOICE TOTAL:	387.09
937604	05/03/12	01	LN 4/17 ORGNZTNL MTG MINUTES	1110005314		07/10/12	132.36
						INVOICE TOTAL:	132.36
938655	05/10/12	01	CUP 835 WRIGLEY DR	1110005315		07/10/12	44.75
						INVOICE TOTAL:	44.75
938659	05/10/12	01	CUP 880 W MAIN ST	1110005315		07/10/12	37.63
						INVOICE TOTAL:	37.63
938728	05/10/12	01	CUP 845 BAYVIEW DR	1110005315		07/10/12	41.19
						INVOICE TOTAL:	41.19
938729	05/10/12	01	CUP 1084 LAGRANGE DR	1110005315		07/10/12	38.82
						INVOICE TOTAL:	38.82

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LGREG	LAKE GENEVA REGIONAL NEWS						
938969	05/03/12	01	LN LIBRARY RESTROOMS BIDS	3430001202		07/10/12	245.55
						INVOICE TOTAL:	245.55
939671	05/10/12	01	LN LIQUOR LICENSE RENEWALS	1110005315		07/10/12	337.21
						INVOICE TOTAL:	337.21
940589	05/17/12	01	LN LIQUOR LICENSE RENEWALS	1110005315		07/10/12	33.92
						INVOICE TOTAL:	33.92
940592	05/17/12	01	LN VILLAGE GOURMET LIQ LIC	1110005315		07/10/12	18.63
						INVOICE TOTAL:	18.63
941522	05/24/12	01	LN 4/23 COUNCIL MINUTES	1110005314		07/10/12	359.82
						INVOICE TOTAL:	359.82
941527	05/24/12	01	LN ORD 12-11	1110005314		07/10/12	55.21
						INVOICE TOTAL:	55.21
941532	05/24/12	01	LN ORD 12-10	1110005314		07/10/12	18.63
						INVOICE TOTAL:	18.63
941539	05/31/12	01	LN GDP PUB HRG-KC NORTHGATE	1110005315		07/10/12	34.07
						INVOICE TOTAL:	34.07
941543	05/24/12	01	LN VILLAGE GOURMET LIQ LIC	1110005315		07/10/12	17.30
						INVOICE TOTAL:	17.30
942041	05/17/12	01	LN PUBLIC TEST	1114305311		07/10/12	19.22
		02	LN PUBLIC TEST	1100001391			116.08
						INVOICE TOTAL:	135.30
942042	05/17/12	01	LN ABSENTEE BALLOT	1114305311		07/10/12	17.22
		02	LN ABSENTEE BALLOT	1100001391			103.38
						INVOICE TOTAL:	120.60

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LGREG	LAKE GENEVA REGIONAL NEWS						
942043	05/17/12	01	LN ALDERMAN POSITION AD	1110005314		07/10/12	44.00
						INVOICE TOTAL:	44.00
942357	05/24/12	01	LN BRUSH PICKUP	1110005314		07/10/12	69.80
						INVOICE TOTAL:	69.80
942782	05/31/12	01	LN POPEYES LIQ LIC	1110005315		07/10/12	18.63
						INVOICE TOTAL:	18.63
943270	06/07/12	01	CUP FITTERER	1110005315		07/10/12	41.19
						INVOICE TOTAL:	41.19
943287	06/07/12	01	CUP POPEYES	1110005315		07/10/12	43.57
						INVOICE TOTAL:	43.57
943309	06/07/12	01	CUP 1641 N LAKE SHORE DR	1110005315		07/10/12	41.19
						INVOICE TOTAL:	41.19
943324	06/07/12	01	CUP POP-MORE-CORKS	1110005315		07/10/12	40.00
						INVOICE TOTAL:	40.00
						VENDOR TOTAL:	2,356.46
LGUTI	LAKE GENEVA UTILITY COMMISSION						
697 JOSHUA	04/30/12	01	697 JOSHUA LN	4500002452		07/10/12	1,690.00
		02	697 JOSHUA LN	4500002453			1,865.00
						INVOICE TOTAL:	3,555.00
RE062912	07/01/12	01	INV 4.0402.00-918 MAIN ST	9900005222		07/10/12	145.28
		02	INV 4.0472.00-W END LIBR PK FO	1152005227			124.38
		03	INV 4.0404.00-COOK & MAIN	1152005226			106.56
		04	INV 4.0468.00-WRIGLEY DR/TOP	4055105226			1,132.50
		05	INV 4.0469.00-LOWER RIVIERA	4055205226			787.98
		07	INV 5.0100.00-626 GENEVA ST	1116105226			267.76

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LGUTI	LAKE GENEVA UTILITY COMMISSION						
RE062912	07/01/12	09	INV 5.0253.00-FLAT IRON PK	1152005226		07/10/12	137.80
		10	INV 5.0255.00-CHAMBER OF COMME	1152005226			52.21
		11	INV 5.0280.00-BAKER/WILLOW SMN	1152005226			86.12
		12	INV 6.0550.00-WILLIAMS ST PARK	1152005227			12.60
		13	INV 7.0415.00-730 MARSHALL	1122005226			149.88
		16	INV 8.0452.00-SAGE ST/DUNN FLD	1152005226			44.36
		18	INV 11.2001.00-VETS CONCESSION	1152015226			94.20
		19	INV 5.0257.00-WRIGLEY DR STATU	1152005227			27.78
		20	INV 11.2000.00-VET'S PARK	1152015226			42.00
		22	INV 4.0466.00-BEACH HOUSE	4054105399			149.88
		23	INV 5.0114.00-255 MILL/MUSEUM	1151105226			87.24
		25	INV 3.0425.00-1055 CAREY	1132105226			38.29
		26	INV 3.0424.00-1065 CAREY	1132105226			69.61
		27	INV 3.0420.00-1070 CAREY	1132105226			27.85
		28	INV 5.0138.00-720 GENEVA	1152005227			12.60
		29	INV 5.0300.00-255 MILL ST FP	1151105226			180.63
		30	INV 11.1999.00-VETS PK STORAGE	1152015226			115.08
		31	INV 4.0307.00-818 GENEVA	4234505220			12.60
		32	INV 5.0101.00-626 GENEVA ST FP	1116105226			47.40
		33	INV 40474.00 LIB PK RESTROOM	1152005226			104.64
						INVOICE TOTAL:	4,057.23
						VENDOR TOTAL:	7,612.23
LIBERTEL	LIBERTEL ASSOCIATES						
189826	06/08/12	01	WIRELESS BASE-DISPATCH	1121005262		07/10/12	726.68
						INVOICE TOTAL:	726.68
						VENDOR TOTAL:	726.68
MADRI	NELIDA MADRIGAL						
6/12	06/25/12	01	INTERPRETER FEES-6/25/12	1121005140		07/10/12	60.00
						INVOICE TOTAL:	60.00
						VENDOR TOTAL:	60.00

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MAIL	MAILWAUKEE						
H7H94A	06/22/12	01	METER INK	1116105532		07/10/12	185.96
						INVOICE TOTAL:	185.96
						VENDOR TOTAL:	185.96
MAILF	MAILFINANCE						
H3363162	06/24/12	01	METER LEASE-AUG	1116105532		07/10/12	376.24
						INVOICE TOTAL:	376.24
						VENDOR TOTAL:	376.24
MALEK	MALEK & ASSOCIATES CONSULTANTS						
4744	06/05/12	01	FA REV-KOKODYNSKY	1122005750		07/10/12	697.50
						INVOICE TOTAL:	697.50
						VENDOR TOTAL:	697.50
MARTIN	MARTIN BUSINESS GROUP						
1120852	05/25/12	01	KONICA C35-MAY	1122005340		07/10/12	23.40
		02	KONICA C35-OVERAGE-APRIL	1122005340			32.33
						INVOICE TOTAL:	55.73
1122006	06/15/12	01	KONICA C252-JUN	1121005531		07/10/12	91.00
		02	KONICA C252 OVERAGE MAY-JUN	1121005531			27.42
						INVOICE TOTAL:	118.42
1122165	06/20/12	01	KONICA 600 CONTR-JUN	1116105531		07/10/12	114.00
		02	KONICA 600 OVERAGE MAR-JUN	1116105531			70.74
						INVOICE TOTAL:	184.74
1122166	06/20/12	01	RICOH 161 JUL-SEPT	1112005361		07/10/12	158.40
						INVOICE TOTAL:	158.40
1122295	06/25/12	01	KONICA C35-JUN	1122005340		07/10/12	23.40

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MARTIN	MARTIN BUSINESS GROUP						
1122295	06/25/12	02	KONICA C35 OVERAGE-MAY	1122005340		07/10/12	71.19
						INVOICE TOTAL:	94.59
						VENDOR TOTAL:	611.88
MDS/SWAP UNIVERISITY OF WISCONSIN							
05/12MD05799	06/08/12	01	LABELS,LEGAL PADS	1121005310		07/10/12	43.22
						INVOICE TOTAL:	43.22
						VENDOR TOTAL:	43.22
MERCY	MERCY HEALTH SYSTEM						
LGPD-0051-5/12	06/04/12	01	BLOOD DRAWS	1121005380		07/10/12	140.00
						INVOICE TOTAL:	140.00
						VENDOR TOTAL:	140.00
MERCYA	MERCY ASSISTED CARE						
263152	02/15/12	01	EMS SUPPLIES	1122005810		07/10/12	1.26
						INVOICE TOTAL:	1.26
269913	03/14/12	01	EMS SUPPLIES	1122005810		07/10/12	40.12
						INVOICE TOTAL:	40.12
290248	04/19/12	01	EMS SUPPLIES	1122005810		07/10/12	35.36
						INVOICE TOTAL:	35.36
						VENDOR TOTAL:	76.74
MIDWEST	MIDWEST ACTION CYCLE						
6/12	06/26/12	01	OIL CHG-4 WHEELER	1121005361		07/10/12	23.83
						INVOICE TOTAL:	23.83
						VENDOR TOTAL:	23.83
MLIC	MINNESOTA LIFE INSURANCE CO						

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MLIC MINNESOTA LIFE INSURANCE CO							
RE062912	07/03/12	01	INV 099002-AUG LIFE INS	1112005134		07/10/12	6.23
		02	INV 099002-AUG LIFE INS	1113005134			28.40
		03	INV 099002-AUG LIFE INS	1114305134			26.45
		04	INV 099002-AUG LIFE INS	4234505134			6.53
		05	INV 099002-AUG LIFE INS	1115105134			29.40
		06	INV 099002-AUG LIFE INS	1115305134			4.69
		07	INV 099002-AUG LIFE INS	1124005134			32.48
		08	INV 099002-AUG LIFE INS	1114205134			56.35
		09	INV 099002-AUG LIFE INS	4052105134			11.40
		10	INV 099002-AUG LIFE INS	1110005133			37.24
		11	INV 099002-AUG LIFE INS	1100002134			301.89
		12	INV 099009-AUG LIFE INS	1121005134			256.18
		13	INV 099009-AUG LIFE INS	1110005133			43.19
		14	INV 099009-AUG LIFE INS	1100002134			542.96
		15	INV 099010-AUG LIFE INS	1122005133			89.93
		16	INV 099010-AUG LIFE INS	1110005133			15.54
		17	INV 099019-AUG LIFE INS	9900005134			105.54
		18	INV 099019-AUG LIFE INS	1110005133			18.66
		19	INV 099019-AUG LIFE INS	1100002134			14.95
		20	INV 099044-AUG LIFE INS	4234505134			13.70
		21	INV 099044-AUG LIFE INS	1110005133			2.04
		22	INV 099044-AUG LIFE INS	1100002134			16.51
		23	INV 099052-AUG LIFE INS	4055105134			24.30
		24	INV 099052-AUG LIFE INS	1132105134			156.36
		25	INV 099052-AUG LIFE INS	1116105134			19.79
		26	INV 099052-AUG LIFE INS	1110005133			35.89
		27	INV 099052-AUG LIFE INS	1100002134			195.21
						INVOICE TOTAL:	2,091.81
						VENDOR TOTAL:	2,091.81
NAPAE ELKHORN NAPA AUTO PARTS							
857166	06/15/12	01	OIL, FILTER-SQ 209	1121005361		07/10/12	76.27
						INVOICE TOTAL:	76.27

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NAPAE	ELKHORN NAPA AUTO PARTS						
858703	06/26/12	01	ANTI-FREEZE,TIRE SEALER	1132105351		07/10/12	92.02
						INVOICE TOTAL:	92.02
858719	06/26/12	01	SAND PAPER	1132105351		07/10/12	12.49
						INVOICE TOTAL:	12.49
858730	06/26/12	01	OIL FILTER	1132105351		07/10/12	10.51
						INVOICE TOTAL:	10.51
859329	06/29/12	01	BATTERY,GEAR OIL	1152005250		07/10/12	52.41
						INVOICE TOTAL:	52.41
						VENDOR TOTAL:	243.70
NAPAR	NAPA AUTO PARTS						
222476	06/12/12	01	PAINT,TAPE	1122005351		07/10/12	13.84
						INVOICE TOTAL:	13.84
						VENDOR TOTAL:	13.84
NORTH	NORTHWIND PERENNIAL FARM						
5566	06/12/12	01	GARDEN CARE	9900005360		07/10/12	200.00
						INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00
NOVA	NOVA PLUMBING COMPANY						
3961	06/21/12	01	SINK METERING VALVES	1152005241		07/10/12	114.75
						INVOICE TOTAL:	114.75
						VENDOR TOTAL:	114.75
NYQUIST	NYQUIST ENGINEERING						
1031	06/18/12	01	MAR-MAY IT SERVICES	1121005361		07/10/12	375.29

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NYQUIST NYQUIST ENGINEERING							
1031	06/18/12	02	MAR-MAY IT SERVICES	1121005262		07/10/12	923.72
		03	MAR-MAY IT SERVICES	1121005305			2,587.50
		04	MAR-MAY IT SERVICES	4129001107			1,000.00
						INVOICE TOTAL:	4,886.51
						VENDOR TOTAL:	4,886.51
OAKHI OAK HILL CEMETERY							
RE062912	07/01/12	01	MONTHLY PAYMENT-JULY	1170005750		07/10/12	13,333.33
						INVOICE TOTAL:	13,333.33
						VENDOR TOTAL:	13,333.33
OFFICE OFFICE DEPOT							
604255605001	04/04/12	01	MAILERS,PAPER CLIPS,ENVELOPES	1122005310		07/10/12	24.62
						INVOICE TOTAL:	24.62
609977754001	05/15/12	01	TONER CARTRIDGE	1129005310		07/10/12	50.69
						INVOICE TOTAL:	50.69
610686261001	05/23/12	01	CREDIT-PRICE DISCREPANCY	1122005310		07/10/12	-0.77
						INVOICE TOTAL:	-0.77
613101047001	06/04/12	01	CREDIT-TONER CARTRIDGE	1129005310		07/10/12	-50.69
						INVOICE TOTAL:	-50.69
613686489001	06/08/12	01	PENS,TAPE,INDEX CARDS	1122005310		07/10/12	52.70
						INVOICE TOTAL:	52.70
						VENDOR TOTAL:	76.55
OFFMAX OFFICEMAX INCORPORATED							
346525	06/12/12	01	WIPES,DUSTER	9900005350		07/10/12	92.27
		02	ENVELOPES,THERMAL PAPER ROLL	9900005511			138.94

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OFFMAX OFFICEMAX INCORPORATED							
346525	06/12/12	03	REPORT COVERS	9900005310		07/10/12	23.88
						INVOICE TOTAL:	255.09
						VENDOR TOTAL:	255.09
PCL PETTY CASH - LIBRARY							
6/12	06/11/12	01	WALMART-NAPKINS	9900005211		07/10/12	3.67
		02	USPS-BAKER&TAYLOR	9900005312			3.55
		03	USPS-PATRICK MCGILLIGAN	9900005312			1.85
		04	MICHAELS-CARD STOCK	9900005310			10.50
		05	TARGET-COPY PAPER	9900005310			8.74
		06	PIGGLY WIGGLY-GREETING CARDS	9900005211			20.89
		07	LG MUSEUM-ANNALS OF LG BOOK	9900005410			20.00
						INVOICE TOTAL:	69.20
						VENDOR TOTAL:	69.20
PETER ANDREA PETERSON							
REIMB6/12	07/02/12	01	LUCKY STAR-MEAL	9900005211		07/10/12	37.18
		02	JUN MILEAGE-80 MILES	9900005211			44.40
						INVOICE TOTAL:	81.58
						VENDOR TOTAL:	81.58
PFI PFI FASHIONS INC							
203762	06/21/12	01	UNIFORM-BONK	1121005138		07/10/12	49.86
						INVOICE TOTAL:	49.86
						VENDOR TOTAL:	49.86
PHILIPS PHILIPS MEDICAL CAPITAL							
13911700	06/09/12	01	MONITOR/DEFIBS-JUNE	1122005830		07/10/12	700.16
						INVOICE TOTAL:	700.16
						VENDOR TOTAL:	700.16

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PHONE PHONES PLUS OF JANESVILLE INC							
26995	06/27/12	01	FIX PHONE SYSTEM	9900005221		07/10/12	414.00
						INVOICE TOTAL:	414.00
						VENDOR TOTAL:	414.00
PMI PROGRESSIVE MEDICAL INT'L							
0357292	06/07/12	01	EMS SUPPLIES	1122005810		07/10/12	219.65
						INVOICE TOTAL:	219.65
						VENDOR TOTAL:	219.65
QUART QUARTERMASTER							
P674530001011	06/11/12	01	BIKE UNIFORMS-RESERVES	1121005139		07/10/12	299.80
						INVOICE TOTAL:	299.80
						VENDOR TOTAL:	299.80
QUILL QUILL CORPORATION							
3676254	06/11/12	01	ENVELOPES,USB DRIVE,DUST MASK	9900005511		07/10/12	65.16
						INVOICE TOTAL:	65.16
3678846	06/11/12	01	INK CARTRIDGE	1121005310		07/10/12	161.99
						INVOICE TOTAL:	161.99
3699095	06/12/12	01	SAFETY GOGGLES	9900005211		07/10/12	10.29
						INVOICE TOTAL:	10.29
3773106	06/14/12	01	HOLE PUNCH	1121005310		07/10/12	20.69
						INVOICE TOTAL:	20.69
3827235	06/18/12	01	STAPLER,STAPLES	1121005310		07/10/12	47.23
						INVOICE TOTAL:	47.23
3830913	06/18/12	01	STAPLES	1121005310		07/10/12	6.29
						INVOICE TOTAL:	6.29
						VENDOR TOTAL:	311.65

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R&R	R&R INSURANCE SERVICES INC						
1155745	06/21/12	01	COMPUTER FRAUD INS	1110105512		07/10/12	51.00
						INVOICE TOTAL:	51.00
1161438	06/29/12	01	STORAGE TANK INS-2 YR	1110105512		07/10/12	1,620.19
						INVOICE TOTAL:	1,620.19
						VENDOR TOTAL:	1,671.19
RACINE	RACINE COUNTY OPPORTUNITY CTR						
49339	06/14/12	01	CLEANING SVC-MAY	9900005360		07/10/12	962.50
						INVOICE TOTAL:	962.50
						VENDOR TOTAL:	962.50
RED	RED THE UNIFORM TAILOR						
00W52186	05/31/12	01	UNIFORM-RICHARDSON	1121005138		07/10/12	187.34
						INVOICE TOTAL:	187.34
0W51848A	05/22/12	01	UNIFORM-PERRINO	1122005138		07/10/12	17.78
						INVOICE TOTAL:	17.78
0W52168A	06/20/12	01	RESERVE UNIFORMS	1122005138		07/10/12	112.85
						INVOICE TOTAL:	112.85
						VENDOR TOTAL:	317.97
ROCK	ROCK RIVER ARMS INC						
461364	05/21/12	01	SQUAD RIFLE	4121009078		07/10/12	1,475.00
						INVOICE TOTAL:	1,475.00
						VENDOR TOTAL:	1,475.00
ROTE	ROTE OIL COMPANY						
108613	06/21/12	01	227.4 GALS DYED DIESEL	1132105341		07/10/12	665.83

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ROTE	ROTE OIL COMPANY						
108613	06/21/12	02	214.1 GALS CLEAR DIESEL	1132105341		07/10/12	693.04
						INVOICE TOTAL:	1,358.87
108654	06/27/12	01	128.6 GAL DYED DIESEL	1132105341		07/10/12	376.41
		02	149.9 GAL CLEAR DIESEL	1132105341			485.08
						INVOICE TOTAL:	861.49
						VENDOR TOTAL:	2,220.36
SCHERR	SCHERRER CONST CO INC						
DRAW 3-SKATE	06/30/12	01	SKATE PARK CONST	3430009124		07/10/12	137,890.10
						INVOICE TOTAL:	137,890.10
						VENDOR TOTAL:	137,890.10
SHARE	SHARE CORP						
814336	06/21/12	01	WRENCH, TOWELS, INSTA-SOLDER	1132105340		07/10/12	402.56
						INVOICE TOTAL:	402.56
						VENDOR TOTAL:	402.56
SHERW	SHERWIN-WILLIAMS COMPANY						
4345-8	06/20/12	01	PAINT-HANDICAP BLUE	1134105370		07/10/12	22.86
						INVOICE TOTAL:	22.86
						VENDOR TOTAL:	22.86
SIGNA	SIGNATURE SIGNS LLC						
4107	06/06/12	01	SQUAD FB LOGOS	1121005361		07/10/12	85.50
						INVOICE TOTAL:	85.50
4110	06/24/12	01	'DEEP WATER'SIGNS	4054105399		07/10/12	232.00
		02	TRUCK DECALS	1132105399			232.00
		03	STALL MARKER DECALS	4234505250			382.20
						INVOICE TOTAL:	846.20
						VENDOR TOTAL:	931.70

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SOMAR	SOMAR TEK LLC/SOMAR ENTERPRISE						
96752	04/20/12	01	CLEANING KIT,BATTERY,BULLETS	1121005138		07/10/12	43.97
						INVOICE TOTAL:	43.97
96862	06/05/12	01	AMMO-TRAINING	1121005410		07/10/12	350.00
						INVOICE TOTAL:	350.00
96863	06/05/12	01	AMMO-TRAINING	1121005410		07/10/12	360.00
						INVOICE TOTAL:	360.00
96864	06/05/12	01	UNIFORM-DYON	1121005138		07/10/12	41.60
						INVOICE TOTAL:	41.60
96865	06/05/12	01	UNIFORM-HALL	1121005138		07/10/12	89.99
						INVOICE TOTAL:	89.99
96875	06/11/12	01	BADGES-DISPATCH PT	1121005139		07/10/12	132.40
						INVOICE TOTAL:	132.40
96885	06/14/12	01	UNIFORM-GRITZNER	1121005138		07/10/12	142.00
						INVOICE TOTAL:	142.00
						VENDOR TOTAL:	1,159.96
STREIC	STREICHER'S-MILWAUKEE						
I937877	06/21/12	01	VESTS-3	1121005737		07/10/12	1,950.00
						INVOICE TOTAL:	1,950.00
						VENDOR TOTAL:	1,950.00
STUART	STUART TANK SALES CORP						
116641	06/19/12	01	WELD LADDER RACK	1122005240		07/10/12	74.40
						INVOICE TOTAL:	74.40
						VENDOR TOTAL:	74.40
SUMME	JOHN SUMMERS						

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SUMME	JOHN SUMMERS						
6/12	06/30/12	01	JUN MILEAGE-209 MILES	1124005330		07/10/12	116.00
						INVOICE TOTAL:	116.00
						VENDOR TOTAL:	116.00
SUPPLY	THE SUPPLY CORPORATION						
0053467-IN	06/28/12	01	ICE SCOOP	4055205350		07/10/12	36.00
						INVOICE TOTAL:	36.00
						VENDOR TOTAL:	36.00
SYSTEMS	SYSTEMS DESIGN						
8987	06/14/12	01	IRRIGATION START UP	4055205360		07/10/12	228.18
						INVOICE TOTAL:	228.18
9024	06/21/12	01	FIX PVC LINE-IRRIGATION	4055205360		07/10/12	154.95
						INVOICE TOTAL:	154.95
						VENDOR TOTAL:	383.13
T0000562	ANNE CHESSLER						
REFUND	06/25/12	01	CHESSLER SEC DEP 6/23/12	4055102353		07/10/12	1,000.00
		02	CHESSLER SETUP/SEC GRD 6/23/12	4055104674			-254.00
						INVOICE TOTAL:	746.00
						VENDOR TOTAL:	746.00
T0000563	EMILY CHURCH						
REFUND	06/29/12	01	CHURCH SEC DEP 6/22/12	4055102353		07/10/12	1,000.00
		02	CHURCH SETUP/SEC GRD 6/22/12	4055104674			-278.38
		03	CHURCH ADDTL CLEANING 6/22/12	4055104674			-200.00
						INVOICE TOTAL:	521.62
						VENDOR TOTAL:	521.62
T0000565	JEREMY MORRIS						

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T0000565 JEREMY MORRIS							
REFUND	06/29/12	01	MORRIS RIV SD REFUND 4/13/13	4055102353		07/10/12	1,000.00
		02	MORRIS RIV CANCEL FEE 4/13/13	4055104674			-100.00
						INVOICE TOTAL:	900.00
						VENDOR TOTAL:	900.00
T0000566 REBECCA CREASY							
REFUND	06/29/12	01	LIB PK 6/9/12 SEC DEP REFUND	1100002353		07/10/12	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
T0000567 KENNETH WRIGHT JR							
REFUND	07/02/12	01	LIB PK 6/22/12 SEC DEP REFUND	1100002353		07/10/12	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
T0000568 KATHLENE PEARSON							
REFUND	07/01/12	01	PEARSON SEC DEP 6/30/12	4055102353		07/10/12	1,000.00
		02	PEARSON SETUP/SEC GRD 6/30/12	4055104674			-304.00
						INVOICE TOTAL:	696.00
						VENDOR TOTAL:	696.00
T0000569 LANG SANDBERG							
REFUND	07/01/12	01	SANDBERG SEC DEP 6/29/12	4055102353		07/10/12	1,000.00
		02	SANDBERG SETUP/SEC GRD 6/29/12	4055104674			-264.00
						INVOICE TOTAL:	736.00
						VENDOR TOTAL:	736.00
TMS TACTICAL MEDICAL SOLUTIONS INC							
17941	06/15/12	01	SWAT TOURNIQUETS	1121005342		07/10/12	225.30
						INVOICE TOTAL:	225.30
						VENDOR TOTAL:	225.30

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TORRES MARIA DE JESUS TORRES							
6/12	06/09/12	01	INTERPRETER FEES-6/9/12	1121005140		07/10/12	240.00
		02	INTERPRETER FEES-6/16/12	1121005140			60.00
						INVOICE TOTAL:	300.00
6/12A	06/30/12	01	INTERPRETER-JUNE	1112005381		07/10/12	210.00
						INVOICE TOTAL:	210.00
						VENDOR TOTAL:	510.00
TOSHI TOSHIBA FINANCIAL SOLUTIONS							
12419128	06/26/12	01	COPIER LEASE-JULY	9900005532		07/10/12	310.70
						INVOICE TOTAL:	310.70
						VENDOR TOTAL:	310.70
TRANS TRANS UNION LLC							
05226768	05/25/12	01	BACKGROUND CHECK-LIBRARY	1121005411		07/10/12	24.90
						INVOICE TOTAL:	24.90
						VENDOR TOTAL:	24.90
TROM TROMCOM							
22458	05/13/12	01	LIGHT BAR	4121009078		07/10/12	1,800.00
						INVOICE TOTAL:	1,800.00
						VENDOR TOTAL:	1,800.00
TSC TRACTOR SUPPLY COMPANY							
140669	06/11/12	01	GRASS SEED	1152005352		07/10/12	199.96
						INVOICE TOTAL:	199.96
						VENDOR TOTAL:	199.96
TSI TSI INCORPORATED							
90497422	06/12/12	01	CLEAN,CALIBRATE PORTA COUNT	1122005820	00000058	07/10/12	686.85
						INVOICE TOTAL:	686.85
						VENDOR TOTAL:	686.85

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UNIQUE UNIQUE MANAGEMENT SERVICES							
224008	06/01/12	01	COLLECTION FEES-MAY	9900005510		07/10/12	53.70
						INVOICE TOTAL:	53.70
						VENDOR TOTAL:	53.70
UNITED UNITED LABORATORIES							
015833	06/25/12	01	CLEANERS	4055205350		07/10/12	528.35
						INVOICE TOTAL:	528.35
						VENDOR TOTAL:	528.35
USPS US POST OFFICE							
STAMPS-6/12	06/13/12	01	10 BOOKS STAMPS	9900005312		07/10/12	90.00
						INVOICE TOTAL:	90.00
						VENDOR TOTAL:	90.00
UWMAD UNIVERSITY OF WISCONSIN							
1546912	05/30/12	01	BUDGETING TRNG-GRITZNER	1121005410		07/10/12	128.00
						INVOICE TOTAL:	128.00
1546913	05/31/12	01	MGMT TRNG-GRITZNER	1121005410		07/10/12	128.00
						INVOICE TOTAL:	128.00
						VENDOR TOTAL:	256.00
VANDE VANDEWALLE & ASSOCIATES INC							
201205051A	05/20/12	01	DUPLICATE PYMT-EDW BLVD DVL	1100001391		07/10/12	-513.00
						INVOICE TOTAL:	-513.00
201206006	06/20/12	01	MAY TID PLANNING	3430005214		07/10/12	140.00
		02	GDP/PIP PHRE CORE COMM	1100001391			13.75
		03	GDP/PIP PHRE CORE COMM	1100001391			970.50
		04	GDP/PIP PHRE CORE COMM-TJ MAX	1100001391			83.25
						INVOICE TOTAL:	1,207.50
						VENDOR TOTAL:	694.50

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CITY OF LAKE GENEVA
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WALMA	WALMART COMMUNITY						
6368-5/12	06/16/12	01	SPRAY WAX-3	1122005351		07/10/12	26.91
		02	BLEACH,CLOREX,PROTECTANT	1122005350			45.43
		03	ROUND UP,GLASS CLEANER	1122005350			27.41
						INVOICE TOTAL:	99.75
						VENDOR TOTAL:	99.75
WEENE	WE ENERGIES						
LIB 6/12	06/27/12	01	INV 3843-358-997	9900005222		07/10/12	99.00
		02	INV 5604-510-433	9900005222			218.00
						INVOICE TOTAL:	317.00
RE062912	06/29/12	03	INV 7837-744-963-FIREHOUSE	1122005224		07/10/12	47.47
		04	INV 0480-524-472-UPPER RIVIERA	4055105224			83.11
		05	INV 7891-194-618-CITY HALL	1116105224			225.14
		06	INV 0847-573-906-HOST TOWER	1122005224			15.39
		07	INV 5288-664-956-MUSEUM	1151105224			35.98
		08	INV 8052-439-940-STREET DEPT	1132105224			8.41
		09	INV 8017-524-022-1065 CAREY	1132105224			-2.47
		10	INV 6602-046-262-1070 CAREY	1132105224			-1.14
		11	INV 7283-171-261-VET'S PARK	1152015224			20.71
						INVOICE TOTAL:	432.60
						VENDOR TOTAL:	749.60
WIDOTB	WI DEPT OF TRANSPORTATION						
450	06/04/12	01	CITATION BOOKS	1121005310		07/10/12	40.00
						INVOICE TOTAL:	40.00
						VENDOR TOTAL:	40.00
WIS&B	STATE OF WISCONSIN						
291636	06/21/12	01	BOILER PERMITS-4	1116105360		07/10/12	200.00
						INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00

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WSDAR	WS DARLEY & CO						
17026065	06/05/12	01	HOSES	1122005800		07/10/12	150.97
						INVOICE TOTAL:	150.97
						VENDOR TOTAL:	150.97
YARDD	YARD DOGGS LLC						
CITYLG-6/12	06/28/12	01	WEED CUTTING-JUN	1132105344		07/10/12	5,742.50
						INVOICE TOTAL:	5,742.50
						VENDOR TOTAL:	5,742.50
YMCA	YMCA						
RE062912	07/01/12	01	MONTHLY PAYMENT-JULY	1170005760		07/10/12	3,818.33
						INVOICE TOTAL:	3,818.33
						VENDOR TOTAL:	3,818.33
						TOTAL ALL INVOICES:	263,903.13

**City of Lake Geneva
Treasurer's Report as of March 31, 2012**

PNC Bank	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Feb-12	Mar-12
City Expenses & Collections	General Checking	1,381,478.03	807,108.89	1,350,000.00		
City Net Payroll	General Checking	352,708.31		15,998.45		
City Health & Welfare Claims	General Checking	206,524.73		16,717.11		
General Checking		1,940,711.07	807,108.89	1,382,715.56	354,208.45	603,321.83
Municipal Justice Trust Account	Municipal Court Checking	1,818.51	13,313.61	(14,717.11)	22,319.64	19,097.63
MC Parking Violation Account	Municipal Court Checking		17,150.47	(2,000.00)	1,678.28	16,828.75
Savings Account	Police Seizure Account				4,806.82	4,806.82
PNC Bank	TOTALS	1,942,529.58	837,572.97	1,365,998.45	383,013.19	644,055.03

Talmer Bank & Trust	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Feb-12	Mar-12
US Bank	Tax Receipts	289.17			108,644.67	108,355.50
Talmer Bank	TID #4 Money Market		0.37		4,111.97	4,112.34
Talmer Bank	TID #4 Certificate of Deposit				54,262.35	54,262.35
Talmer Bank & Trust	TOTALS	289.17	0.37	-	167,018.99	166,730.19

Other Banks	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Feb-12	Mar-12
M&I Bank	TID #4 Certificate of Deposit			458,737.48	142,189.21	600,926.69
Walworth State Bank	TID #4 Certificate of Deposit		1,484.01	(458,737.48)	457,253.47	(0.00)
Community Bank of Delavan	TID #4 Certificates of Deposit	-			616,267.35	616,267.35
Community Bank of Delavan	TID #4 CDARS	-	-		1,200,000.00	1,200,000.00
Community Bank of Delavan	TID #4 Money Market	6,770.70	0.03		8,881.96	2,111.29
Hometown Bank	Fire/EMS Billing Revenue		15,891.70	(15,998.45)	16,073.20	15,966.45
Other Banks	TOTALS	6,770.70	17,375.74	(15,998.45)	2,440,665.19	2,435,271.78

Local Govt Investment Pool	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Feb-12	Mar-12
LGIP Acct #1	General	-	552.15	(776,099.08)	4,705,818.51	3,930,271.58
LGIP Acct #4	Treasurer	-	0.07		567.06	567.13
LGIP Acct #5	Impact Fees-Park	-	10.88	19,298.00	69,448.46	88,757.34
LGIP Acct #6	Impact Fees-Fire	-	8.05	2,356.00	60,255.08	62,619.13
LGIP Acct #7	TID #4	-	736.28	(600,000.00)	5,726,686.29	5,127,422.57
LGIP Acct #8	Capital Projects	-	130.76		1,006,714.02	1,006,844.78
LGIP Acct #9	Public Library	-	11.77		90,654.64	90,666.41
LGIP Acct #10	Impact Fees-Library	-	18.78	4,445.08	141,261.97	145,725.83
LGIP Acct #11	Capital Projects	-	13.72		105,657.45	105,671.17
Local Govt Investment Pool	TOTALS	-	1,482.46	(1,350,000.00)	11,907,063.48	10,558,545.94

GRAND TOTAL ALL BANKS

1,949,589.45	856,431.54	(0.00)	14,897,760.85	13,804,602.94
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Susan M. Klein, Treasurer

Attest: