

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, APRIL 11, 2011 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Call to Order
2. Roll Call
3. Approve Finance, License and Regulation Committee minutes of March 28, 2011 as distributed.
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.
5. **RESOLUTIONS**
 - A. **Resolution 11-R17**, authorizing the transfer of monies from the unreserved fund balance to the designated fund balance for police department uniform allowances (*continued 3/14/11*)
 - B. **Resolution 11-R24**, a resolution to carry forward from the 2010 Capital Budget to the 2011 Capital Budget the amount of \$17,149.00 to the following capital accounts: \$1,000.00 to PD Covert Cameras; \$13,500.00 to PD Squad Cameras; and \$2,649.00 to PD ProPhoenix System
 - C. **Resolution 11-R25**, a resolution to carry forward from the 2010 Capital Budget to the 2011 Capital Budget the amount of \$8,000.00 to the capital account for Fire Department Protective Fire Clothing
 - D. **Resolution 11-R26**, a resolution amending the 2010 Budget to allow for a carryforward of 2009 funds in the amount of \$10,000.00 to fund the sidewalk grinding project in budget year 2010
 - E. **Resolution 11-R27**, a resolution approving the write off of \$39,595.77 in various old account balances in fiscal year 2010
 - F. **Resolution 11-R28**, a resolution authorizing the transfer of funds in the amount of \$11,250.00 from the Contingency account to the Police Department Grant Purchases account, for the City's match for a federal grant to purchase P25 compliant radios
 - G. **Resolution 11-R29**, a resolution amending the budget to reverse the transfer from the General Fund to the 2010 Capital Projects Fund for Police Department Dictaphone in the amount of \$14,316.00
 - H. **Resolution 11-R30**, a resolution to carry forward from the 2010 Capital Projects Budget to the 2011 Capital Projects Budget in the amount of \$22,025.00 to the capital account for New Court Computer Software
 - I. **Resolution 11-R31**, a resolution amending the 2010 Budget to authorize transfers within the General Fund to fund expense shortfalls in the departmental budgets for Municipal Court, Legal, Emergency Management, Parks, Traffic Control and Fire

6. LICENSES & PERMITS

- A. Park Permit application filed by the Geneva Lake Area Chamber of Commerce for "Concerts in the Park" at Flat Iron Park, between 6:00pm and 8:00pm on the following dates in 2011: July 7, 14, 21, 28 and August 4, 11, and 25 (*recommended for approval by the Board of Park Commissioners 4/6/11*)
 - B. Park Permit application filed by the Geneva Lake Area Chamber of Commerce for Winterfest 2012 at Riviera Park, from January 30 through February 5, 2012 (*recommended for approval by the Board of Park Commissioners 4/6/11*)
 - C. Street Use Permit application filed by the Geneva Lake Area Chamber of Commerce for Oktoberfest, utilizing downtown area streets and alleys and closing the 200 block of Broad Street, from 10:00am to 6:00pm on October 8 and 9, 2011
 - D. Street Use Permit application filed by the Geneva Lake Area Chamber of Commerce for Children's Christmas Parade on December 3, 2011
 - E. Original Operator License applications for David Stinebrink, Cindy Todd, Janet Haley, and Brian Cik
- 7. Discussion/Recommendation on approving federal grant in the amount of \$75,000.00 for the purchase of P25 compliant radios for the Police Department
 - 8. Discussion/Recommendation on disallowance of claim for injuries filed by Diana Sullivan pursuant to Wisconsin Statutes 893.80(1g)
 - 9. Discussion/Recommendation on Change Order No. 4 for Riviera remodeling project, resulting in net deduction of \$32,870.08
 - 10. Discussion/Recommendation on approving proposal for operation of concessions at Veterans Park from Ro-Della, Inc. (*recommended for approval by Board of Park Commissioners 4/6/11*)
 - 11. Discussion/Recommendation on approving amount to borrow for promissory note and directing staff to begin the borrowing process for capital projects and equipment
- 12. Presentation of Accounts**
- A. Purchase Order in the amount of \$32,870.08
 - B. Prepaid Bills in the amount of \$10,366.57
 - C. Regular Bills in the amount of \$210,769.76

13. Adjournment

This is a meeting of the Finance/License & Regulation Committee.
No official Council action will be taken, however a quorum of the Council may be present

04/08/11 4:00PM

cc: Committee Members: Alderman Krause, Hartz, Fesenmaier, Krohn, Marsala
Mayor & remaining Council, Administrator, City Clerk, Department Heads, Attorney, Treasurer

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, MARCH 28, 2011 - 6:00PM
COUNCIL CHAMBERS, CITY HALL

In the absence of Chairman Krause, City Clerk Reale called the meeting to order at 6:00pm.

Roll Call. Present: Aldermen Krohn, Hartz, Marsala, and Fesenmaier. Absent: Alderman Krause (excused). Also Present: Administrator Jordan, Comptroller Pollitt, DPW Winkler, and City Clerk Reale.

City Clerk Reale opened the floor to any nominations for chairman pro tem. Fesenmaier/Hartz motion to nominate Alderman Marsala to serve as chairman pro tem in the absence of Chairman Krause. There being no further nominations, Fesenmaier/Krohn motion to close nominations and elect by unanimous consent Alderman Marsala. Unanimously carried. Alderman Marsala then assumed the chair.

Hartz/Krohn motion to approve Finance, License and Regulation Committee minutes of March 14, 2011 as distributed. 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.

RESOLUTIONS

Resolution 11-R07, establishing regulations for trapping on City property, as permitted under Section 54-34 of the Lake Geneva Municipal Code (continued 2/28/11)

Administrator Jordan requested that this item be set aside for the time being, as the City had received notification from the State that the grant which had necessitated the provision for trapping on the property would not be honored this year. Without the grant, there was no need to address regulations at the present time. He stated that the City would reapply for the grant in the future and could readdress the regulations at that time.

Hartz/Fesenmaier motion to table. Unanimously carried.

Resolution 11-R19, establishing ward boundaries for territory recently annexed to the City of Lake Geneva (Potter/Ward 27)

Hartz/Krohn motion to forward to Council with recommendation for approval of Resolution 11-R19. Unanimously carried.

Resolution 11-R20, endorsing the Regional Water Supply Plan for Southeastern Wisconsin (forwarded by Plan Commission with recommendation for approval 3/21/11)

Hartz/Krohn motion to forward to Council with recommendation for approval of Resolution 11-R20. Unanimously carried.

Resolution 11-R21, amending the Municipal Bond Schedule

Chairman Pro Tem Marsala noted that there were four proposed modifications to the Municipal Bond Schedule that were needed to bring the City's schedule into alignment with State statutes. Comptroller Pollitt stated that the changes would affect offenses related to unauthorized parking in handicapped stalls or by fire hydrants. Alderman Hartz inquired about the amount of revenue that the City receives from the various offenses on the bond schedule. Administrator Jordan noted that revenue account for court penalties and fees had been budgeted for \$170,000.00.

Hartz/Krohn motion to forward to Council with recommendation for approval of Resolution 11-R21. Unanimously carried.

ORDINANCES

First Reading of Ordinance 11-11, amending the Lake Geneva Municipal Code by providing grounds for the suspension or revocation of licenses, permits, and certificates

This ordinance would provide cause for the City to suspend or revoke licenses, permits and certificates issued to any entity found to be delinquent in the payment of taxes, assessments, or other claims to the City, and would be applicable to all categories of licenses, permits and certificates found in the Municipal Code.

Marsala/Fesenmaier motion to suspend the rules and proceed to Second Reading. Unanimously carried.

Hartz/Krohn motion to forward to Council with recommendation for approval of Ordinance 11-11. Unanimously carried.

First Reading of Ordinance 11-12, amending Chapter 2 (Administration) of the Lake Geneva Municipal Code, to provide for the creation of an Avian (Bird) Committee

Marsala/Fesenmaier motion to suspend the rules and proceed to Second Reading. Unanimously carried.

Marsala/Hartz motion to forward to Council with recommendation for approval of Ordinance 11-12. Unanimously carried.

LICENSES & PERMITS

Hartz/Marsala motion to forward to Council with recommendation for approval of Original "Class A"/Class "A" Retail License application filed by Lake Geneva Brewing Emporium, LLC, 640 W. Main Street, Lake Geneva, WI, Troy Anderson, Agent. City Clerk Reale noted that the applicant planned to operate a business at which home brewing equipment and supplies would be sold, in addition to the retail sale of specialty Wisconsin beers and wines. Unanimously carried.

Fesenmaier/Hartz motion to forward to Council with recommendation for approval of Change of Agent application filed by L & B Mainstreet, Inc., d/b/a Champs Sports Bar and Grill, 747 W. Main Street, Lake Geneva, WI, to Gregory Bush, 110-1 West Street, Lake Geneva, WI. Unanimously carried.

Marsala/Fesenmaier motion to continue Taxi Company License application filed by The Nautical Inn, 705 Wisconsin Street, Lake Geneva, WI, and Endless Summer Nites, 412 Wells Street, Lake Geneva, WI. Chairman Pro Tem Marsala reported that the applicant did not currently have a vehicle for the taxi operation. He added that if the Council was to approve the application pending vehicle inspection and the vehicle would ultimately fail the inspection, the applicant would have no recourse but to reapply and pay the application fees again. By continuing this item, it would give the applicant the opportunity to procure a vehicle and have it inspected.

Hartz/Krohn motion to suspend the rules to permit the applicant to address the Committee. Unanimously carried. Applicant Debbie Nelson stated that she did not want to incur the expense of purchasing a vehicle for a taxi operation until she knew that the Council would approve of the operation. She added that she would prefer to have the Council approve the application conditioned upon vehicle inspection prior to issuance, and would be willing to reapply if necessary. Alderman Hartz recommended that Ms. Nelson obtain a list of vehicle inspection specifications from the Police Department and use those specifications in purchasing an appropriate vehicle. Chairman Pro Tem Marsala stated that he believed the Council would ultimately approve the license once a vehicle had passed inspection, as Chief Rasmussen had already given conditional approval to the application. Motion to continue carried unanimously.

Fesenmaier/Krohn motion to forward to Council with recommendation for approval of Original Operator License application for Chelsea Parham-Humphrey. Unanimously carried.

Discussion/Recommendation on reinvestment of CDs at M&I Bank totaling \$450,000.00, which matured on March 24, 2011

Comptroller Pollitt distributed a listing of the current rates. She noted two possible options that could be recommended to Council after a review of rating data for the various financial institutions: renewing the CDs at M&I for 0.50 percent or moving the funds to First Bank of Michigan. She advised that the City would most likely not want to invest for a period any longer than six or seven months.

Hartz/Fesenmaier motion to forward to Council with recommendation to approve renewing CDs at M&I Bank for a period of six months at 0.50 percent. Unanimously carried.

Discussion/Recommendation on installation of ornamental street light at Cook Street alley for an amount not to exceed \$3,000.00 (recommended by Public Works 3/17/11)

DPW Winkler noted that when the alley had been converted, all overhead wires and poles had been removed including the light at the corner. Installation of a light at the location in question would provide lighting for an otherwise dark spot where the public would normally walk toward the downtown area from the theater parking lot. He stated that electric service had previously been run to the location where the fixture was to be installed. The Public Works Committee had asked that LED lamps be considered for this new fixture as a test case for LED lighting. The recommended not-to-exceed amount of \$3,000.00 would be funded through TIF#4 and would cover the costs of wiring, assembly, concrete footing, LED equipment, and any landscaping as deemed necessary. Alderman Hartz inquired if this was part of the TIF budget. DPW Winkler responded that the Council would need to approve a resolution appropriating TIF funds for the light.

Marsala/Hartz motion to forward to Council with recommendation for approval. Unanimously carried.

Discussion/Recommendation on award of bid for Flat Iron Park sidewalk, curb and gutter improvements

DPW Winkler reported that seven bids had been received for the project, with the most favorable bid being submitted by Humphrey's Contracting in the amount of \$18,398.00. Alderman Hartz asked if it might be possible to approve the second lowest bid in this instance, given that the bids were relatively close and that Humphrey's always seemed to be the lowest bidder on these projects. He expressed concern that other firms might be reluctant to bid on future projects in an environment where it appeared that one contractor continually received the vast majority of bids. DPW Winkler responded that the purpose of competitive bidding of projects was to find the lowest qualified bid, adding that he believed that Humphrey's had provided a good bid and had a proven track record with the City. He also stated that it was a relatively small firm and that was one of the primary reasons why costs tended to be less for this contractor. Alderman Fesenmaier asked if any overruns were anticipated. DPW Winkler responded that it was a unit price project based on estimates; therefore, final costs might be slightly higher or lower. He also noted that the contractor would be working around the trees, and that the project would require the sidewalk to be pinned to the curb.

Marsala/Krohn motion to forward to Council with recommendation to award bid to Humphrey's Contracting in the amount of \$18,398.00. Motion carried by vote of 3 to 1, with Alderman Hartz opposed.

Discussion/Recommendation on award of bid for Riviera painting and caulking improvements

Administrator Jordan reported that when the City crafted the initial Request for Proposals for the Riviera remodeling project, items had been prioritized and selected to stay within the budgeted total of \$800,000.00. With the interior portion of the project substantially completed, it had become apparent that certain items not included in the scope of the original remodeling were in need of attention. This included painting of the columns surrounding the main floor, the elevator walls, and some minor caulking to remedy the noticeably drab appearance of these items and bring them up to the same quality as the improved features of the facility. Three proposals had been obtained, with the most favorable proposal being submitted by K&J Painting Co. for the amount of \$4,685.00. He noted that the overall project was still within budget, given that the costs associated with the new draperies and chairs were significantly less than originally estimated.

Hartz/Fesenmaier motion to forward to Council with recommendation to award bid to K&J Painting Co. for an amount not to exceed \$4,685.00. Unanimously carried.

Discussion/Recommendation on Change Order No. 5 for Riviera remodeling project

DPW Winkler stated that this change order would cover several items, resulting in a net deduction of \$1,114.00. Included among the items addressed were: modifications for wiring for the projection screen and sound system; modifications to elevator repairs; fire alarm system changes; insulation of the ice basin in the bar area; installation of an outside Knox Box; and installation of non-slip rubber flooring in the foyer area. Alderman Fesenmaier noted that the proposed change order resulting in a deduction for the fire alarm system upgrades did not include a reduction of

the 10 percent contractor fee. DPW Winkler stated that he would check on that, although he had requested that the contractor include a 15 percent reduction on all items. He suggested that the Council could still act on the change order, with the stipulation that staff would confirm the credit for the contractor fee.

Fesenmaier/Hartz motion to amend the change order to subtract contractor fee associated with PCO#16 in the amount of \$60.00. Unanimously carried.

Fesenmaier/Hartz motion to forward to Council with recommendation for approval, as amended, resulting in a total credit of \$1,174.00. Unanimously carried.

Discussion/Recommendation on establishing criteria for allotting "Class B" (Quota) Liquor Licenses (Aldermen Hartz and Mott)

Alderman Hartz stated that there had previously been some discussion as to whether or not the City should have a type of point system in the application process. He reiterated his concern that the City was not taking advantage of the economic development potential associated with these licenses in making decisions about which applications to approve. He therefore suggested that application forms should be revised to include more information related to certain economic development criteria, which could better assist the Council in making its decisions on issuing licenses to entities that would provide the greatest benefit to the City in its development goals. Alderman Fesenmaier stated that her experience as a member of the Council had been that the members were already generally considerate of these factors in making decisions on license applications. She expressed a preference for keeping the process discretionary, rather than binding the Council to certain criteria. Chairman Pro Tem Marsala and Alderman Krohn both concurred with keeping the status quo. Alderman Hartz stated that he felt applicants should be made aware of the criteria that the Council would be considering in issuing licenses, so they would have an opportunity to provide appropriate information in support of their applications. Alderman Fesenmaier noted that many applicants were already providing the Council with information needed to help the aldermen determine the quality of the business being proposed. Chairman Pro Tem Marsala felt that applicants should be allowed to submit supporting information, but did not believe that the Council could be bound by certain criteria in making final determinations on license applications. Alderman Hartz noted that applicants for conditional uses were asked to provide this type of information in support of their applications, adding that it did not seem unreasonable to ask the same of liquor license applicants. He added that having this information would allow for more rational decision-making at the Council level. Following discussion, the consensus of the majority was to maintain the current system and no action was taken.

Presentation of Accounts, Alderman Marsala.

Purchase Orders. None.

Hartz/Krohn motion to recommend approval of Prepaid Bills in the amount of \$678.39. Unanimously carried.

Prior to consideration of the Regular Bills, Administrator Jordan requested that the payment to the Utility Commission for TIF#4 engineering services be removed from the bill list. Staff wanted an opportunity to clarify the amount and get more information to the Council before bringing this item back at a later date. With the removal of that payment, the total for the Regular Bills would be \$42,462.84.

Marsala/Hartz motion to recommend approval of Regular Bills in the amount of \$42,462.84. Alderman Hartz questioned the reimbursement to the Utility Commission for shipping charges related to the chair samples for the Riviera. He suggested that these charges should have been paid by Public Works rather than through the Utility. DPW Winkler stated that the sample order had been placed over the internet and required credit card payment. Since he did not have a City credit card to use, DPW Winkler had used his Utility credit card to make the payment. Administrator Jordan added that this had been done as a matter of expediency to get the chair samples to the City as soon as possible for the Public Works Committee to review. Alderman Hartz asked about the maximum limit for this type of payment arrangement, suggesting that he was concerned about this making for sloppy accounting. DPW Winkler stated that he would not make that sort of payment for any purchase that would be in the hundreds of dollars.

Alderman Hartz further asked for an explanation of the Utility payment for engineering services that had been pulled from the list. Administrator Jordan noted that the payment was made for services provided by the Utility, adding that those monies had traditionally come back to the City from the Utility Commission. Alderman Fesenmaier noted for the record that she had voiced concerns about those TIF-related charges in opposing such payments during previous years.

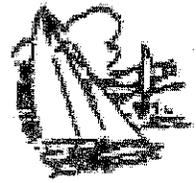
Motion to recommend approval unanimously carried.

Adjournment

Fesenmaier/Krohn motion to adjourn at 7:05pm. Unanimously Carried.

/s/ Jeremy A. Reale, City Clerk

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



REGULAR CITY COUNCIL MEETING

MONDAY, APRIL 11, 2011 – 7:00 PM

COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Mayor Connors calls the meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Awards, Presentations, and Proclamations
 - A. Notice for citizens interested in being considered for citizen board and committee appointments to contact Mayor Connors
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 March 28, 2011 and Special City Council Meeting minutes of April 4, 2011, as published and distributed
9. **Second Reading and Approval of Ordinance 11-13, amending the Zoning Map of the City of Lake Geneva, Walworth County, Wisconsin, to designate Planned Development zoning for certain property in the City (834 Dodge Street)**
10. **Finance, License and Regulation Committee Recommendations – Alderman Krause**
 - A. **RESOLUTIONS**
 - 1) **Resolution 11-R17, authorizing the transfer of monies from the unreserved fund balance to the designated fund balance for police department uniform allowances (continued 3/14/11)**
 - 2) **Resolution 11-R24, a resolution to carry forward from the 2010 Capital Budget to the 2011 Capital Budget the amount of \$17,149.00 to the following capital accounts: \$1,000.00 to PD Covert Cameras; \$13,500.00 to PD Squad Cameras; and \$2,649.00 to PD ProPhoenix System**
 - 3) **Resolution 11-R25, a resolution to carry forward from the 2010 Capital Budget to the 2011 Capital Budget the amount of \$8,000.00 to the capital account for Fire Department Protective Fire Clothing**

- 4) **Resolution 11-R26**, a resolution amending the 2010 Budget to allow for a carryforward of 2009 funds in the amount of \$10,000.00 to fund the sidewalk grinding project in budget year 2010
- 5) **Resolution 11-R27**, a resolution approving the write off of \$39,595.77 in various old account balances in fiscal year 2010
- 6) **Resolution 11-R28**, a resolution authorizing the transfer of funds in the amount of \$11,250.00 from the Contingency account to the Police Department Grant Purchases account, for the City's match for a federal grant to purchase P25 compliant radios
- 7) **Resolution 11-R29**, a resolution amending the budget to reverse the transfer from the General Fund to the 2010 Capital Projects Fund for Police Department Dictaphone in the amount of \$14,316.00
- 8) **Resolution 11-R30**, a resolution to carry forward from the 2010 Capital Projects Budget to the 2011 Capital Projects Budget in the amount of \$22,025.00 to the capital account for New Court Computer Software
- 9) **Resolution 11-R31**, a resolution amending the 2010 Budget to authorize transfers within the General Fund to fund expense shortfalls in the departmental budgets for Municipal Court, Legal, Emergency Management, Parks, Traffic Control and Fire

B. LICENSES & PERMITS

- 1) Park Permit Application filed by the Geneva Lake Area Chamber of Commerce for "Concerts in the Park" at Flat Iron Park, between 6:00pm and 8:00pm on the following dates in 2011: July 7, 14, 21, 28 and August 4, 11, and 25 (*recommended for approval by Board of Park Commissioners 4/6/11*)
- 2) Park Permit Application filed by the Geneva Lake Area Chamber of Commerce for Winterfest 2012 at Riviera Park, from January 30 through February 5, 2012 (*recommended for approval by Board of Park Commissioners 4/6/11*)
- 3) Street Use Permit Application filed by the Geneva Lake Area Chamber of Commerce for Oktoberfest, utilizing downtown area streets and alleys and closing the 200 block of Broad Street, from 10:00am to 6:00pm on October 8 and 9, 2011
- 4) Street Use Permit Application filed by the Geneva Lake Area Chamber of Commerce for Children's Christmas Parade on December 3, 2011
- 5) Original Operator License Applications for David Stinebrink, Cindy Todd, Janet Haley, and Brian Cik

C. Discussion/Action on approving federal grant in the amount of \$75,000.00 for the purchase of P25 compliant radios for the Police Department

D. Discussion/Action on disallowance of claim for injuries filed by Diana Sullivan pursuant to Wisconsin Statutes 893.80(1g)

E. Discussion/Action on Change Order No. 4 for Riviera remodeling project, resulting in net deduction of \$32,870.08

- F. Discussion/Action on approving proposal for operation of concessions at Veterans Park from Ro-Della, Inc. (*recommended by Board of Park Commissioners 4/6/11*)
- G. Discussion/Action on approving amount to borrow for promissory note and directing staff to begin the borrowing process for capital projects and equipment

11. **Plan Commission Recommendations – Alderman Hartz**

- A. **Resolution 11-R22, approving a General Development Plan (GDP) and Precise Implementation Plan (PIP), and authorizing the issuance of a Conditional Use Permit filed by Maureen Marks, 834 Dodge Street, Lake Geneva, WI, for the operation of a Bed and Breakfast at 834 Dodge Street, Lake Geneva, WI, Tax Key Number ZOP 00097, including all staff recommendations and the specification that paving in the parking area be completed by July 15, 2011 (*continued 3/28/11*)**

12. **Ad Hoc Policy and Procedure Committee Recommendations – Aldermen Fesenmaier & Marsala**

- A. Discussion/Action on adopting a revised Chapter 1 of the City Policy Manual (*forwarded with recommendation for approval 4/6/11*)

13. Discussion/Action on directing City Attorney to draft residential rental inspection ordinance (*continued on 3/28/11*)

14. **Presentation of Accounts – Alderman Krause**

- A. Purchase Order in the amount of \$32,870.08
- B. Prepaid Bills in the amount of \$10,366.57
- C. Regular Bills in the amount of \$210,769.76

15. **Mayoral Appointments – Mayor Connors**

- A. Appointments to the Avian (Bird) Committee:
 - Alderman Frank Marsala, Chair
 - Don Forbes
 - Harvey Larson
 - Lois Larson
 - Jeff Smith

16. **Adjournment**

04/08/11 3:30 PM

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.

CC: Mayor & Council
Administrator, Attorney, Treasurer, Department Heads, Media

REGULAR CITY COUNCIL MEETING
MONDAY, MARCH 28, 2011 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

Mayor Connors called the meeting to order at 7:13pm.

The Pledge of Allegiance was led by Alderman Hartz.

Roll Call. Present: Aldermen Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar. Aldermen Mott and Krause were absent (excused). Also present: Administrator Jordan, City Attorney Draper, DPW Winkler, and City Clerk Reale.

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.

Gail Gygax, 316 Madison Street, spoke with respect to Item 10(C) on the agenda regarding her application for a memorial dedicated to her late husband, Gary Gygax. She stated that she would be available to answer any questions of the aldermen during the Council's consideration of the application.

Cass Kordecki, 715 North Street, addressed the Council on the subject of the taxi license application filed by The Nautical Inn and Endless Summer Nites. Although the application had been continued by the Finance, License, and Regulation Committee, she expressed her support for approval of the application for this additional taxi service. She did express a general concern regarding the behavior of taxi customers and whether the taxi service operator was accountable for the actions of its customers.

Acknowledgement of Correspondence.

City Clerk Reale noted that an item of correspondence had been filed by Terry O'Neill with respect to the legal pathways to borrowing that needed to be considered by the Council.

Approval of Minutes

Tolar/Marsala motion to approve Regular City Council Meeting minutes of March 14, 2011, as published and distributed. Unanimously carried.

Finance, License and Regulation Committee Recommendations – Alderman Marsala

RESOLUTIONS

Resolution 11-R07, establishing regulations for trapping on City property, as permitted under Section 54-34 of the Lake Geneva Municipal Code (continued 2/28/11)

Marsala/Hartz motion to table Resolution 11-R07. Unanimously carried.

Resolution 11-R19, establishing ward boundaries for territory recently annexed to the City of Lake Geneva (creation of Ward 27 for Potter property)

Marsala/Tolar motion to approve Resolution 11-R19. Unanimously carried.

Resolution 11-R20, endorsing the Regional Water Supply Plan for Southeastern Wisconsin (forwarded by Plan Commission with recommendation for approval 3/21/11)

Marsala/Hartz motion to approve Resolution 11-R20. Unanimously carried.

Resolution 11-R21, amending the Municipal Bond schedule

Marsala/Tolar motion to approve Resolution 11-R21. Unanimously carried.

ORDINANCES

First Reading of Ordinance 11-11, amending the Lake Geneva Municipal Code by providing grounds for the suspension or revocation of licenses, permits, and certificates

City Attorney Draper noted that this ordinance would amend the Municipal Code to provide the City with grounds to suspend or revoke any licenses, permits or certificates for entities or individuals delinquent in the payment of taxes, assessments or claims due to the City. These provisions would no longer apply only to liquor licenses, as was the current situation.

Marsala/Hartz motion to suspend the rules and proceed to Second Reading. Unanimously carried.

Second Reading and Approval of Ordinance 11-11, amending the Lake Geneva Municipal Code by providing grounds for the suspension or revocation of licenses, permits, and certificates

Marsala/Hartz motion to approve Ordinance 11-11. Unanimously carried.

First Reading of Ordinance 11-12, amending Chapter 2 (Administration) of the Lake Geneva Municipal Code, to provide for the creation of an Avian (Bird) Committee

Marsala/Hartz motion to suspend the rules and proceed to Second Reading. Unanimously carried.

Second Reading and Approval of Ordinance 11-12, amending Chapter 2 (Administration) of the Lake Geneva Municipal Code, to provide for the creation of an Avian (Bird) Committee

Marsala/Hartz motion to approve Ordinance 11-12. Unanimously carried.

LICENSES & PERMITS

Original "Class A"/Class "A" Retail License application filed by Lake Geneva Brewing Emporium LLC, 640 W. Main Street, Lake Geneva, WI, Troy Anderson, Agent

Marsala/Tolar motion to approve. Unanimously carried.

Change of Agent application filed by L & B Mainstreet, Inc., d/b/a Champs Sports Bar and Grill, 747 W. Main Street, Lake Geneva, WI, to Gregory Bush, 110-1 West Street, Lake Geneva, WI

Marsala/Tolar motion to approve. Unanimously carried.

Original Taxi Company License application filed by The Nautical Inn, 705 Wisconsin Street, Lake Geneva, WI, and Endless Summer Nites, 412 Wells Street, Lake Geneva, WI (*recommended for conditional approval by Police Chief, subject to vehicle inspection prior to issuance*)

Marsala/Kehoe motion to continue. Unanimously carried.

Original Operator License application for Chelsea Parham-Humphrey

Marsala/Tolar motion to approve. Unanimously carried.

Discussion/Action on reinvestment of CDs at M&I Bank totaling \$450,000.00, which matured March 24, 2011

Marsala/Hartz motion to renew CDs at M&I Bank for a period of six months at an interest rate of 0.50 percent.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted "yes". Aldermen Mott and Krause were absent. Unanimously carried.

Discussion/Action on installation of ornamental street light at Cook Street alley for an amount not to exceed \$3,000.00 (*recommended by Public Works Committee 3/17/11*)

Marsala/Tolar motion to approve the installation of ornamental street light with LED lighting for an amount not to exceed \$3,000.00.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted “yes”. Aldermen Mott and Krause were absent. Unanimously carried.

Discussion/Action on award of bid for Flat Iron Park sidewalk, curb and gutter improvements

Marsala/Tolar motion to approve the award of bid to Humphrey’s Contracting in the amount of \$18,398.00. Alderman Kehoe inquired if the addition of a bicycle rack was included. DPW Winkler responded that this item only addressed the sidewalk, curb and gutter improvements; however, he confirmed that the overall Flat Iron Park project would include a bicycle rack, as approved by Council.

Roll Call: Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted “yes”. Hartz voted “no”. Aldermen Mott and Krause were absent. Motion carried by vote of 5 to 1, with 2 members absent.

Discussion/Action on award of bid for Riviera painting and caulking improvements

Administrator Jordan reported that this item would provide for the painting of the columns around the main floor area and the elevator walls, which had not been included in the scope of the original remodeling project. Mayor Connors noted that there was a difference in the quotes obtained for the painting, with two firms quoting for one coat and one quoting for two coats. Given that, he asked if one coat would be sufficient for the painting. DPW Winkler responded that if two bidders had quoted for one coat, they would be confident that one coat of paint would be sufficient to cover the columns and walls.

Marsala/Tolar motion to approve award of bid to K&J Painting Co., for an amount not to exceed \$4,685.00.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted “yes”. Aldermen Mott and Krause were absent. Unanimously carried.

Discussion/Action on Change Order No. 5 for Riviera remodeling project

Alderman Marsala reported that the Committee had recommended approval, with an additional modification to the proposed change order for fire alarm system work to back out the 10 percent contractor fee. With this change, the overall change order would result in a net deduction of \$1,174.00.

Marsala/Tolar motion to approve Change Order No. 5 as amended, to result in a net deduction of \$1,174.00.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted “yes”. Aldermen Mott and Krause were absent. Unanimously carried.

Discussion/Action on establishing criteria for allotting “Class B” (Quota) Liquor Licenses (Aldermen Hartz and Mott)

Alderman Marsala reported that no action had been taken on this item at Committee. The consensus of the majority of the Committee had been to maintain the status quo with respect to the process of considering applications and issuing licenses.

Plan Commission Recommendations – Alderman Hartz

First Reading of Ordinance 11-13, amending the Zoning Map of the City of Lake Geneva, Walworth County, Wisconsin, to designate Planned Development zoning for certain property in the City (834 Dodge Street)

First Reading; no action taken.

Resolution 11-R22, approving a General Development Plan (GDP) and Precise Implementation Plan (PIP), and authorizing the issuance of a Conditional Use Permit filed by Maureen Marks, 834 Dodge Street, Lake Geneva, WI, for the operation of a Bed and Breakfast at 834 Dodge Street, Lake Geneva, WI, Tax Key Number ZOP 00097, including all staff recommendations and the specification that paving in the parking area be completed by July 15, 2011

Hartz motion to approve. Mayor Connors noted that the GDP, PIP, and conditional use could not be acted upon until Ordinance 11-13 was approved to amend the zoning on the property in question.

Hartz/Marsala motion to continue to the April 11, 2011 regular meeting. Unanimously carried.

Discussion/Action on Park System memorial donation application filed by Gail Gygax on behalf of Gygax Memorial Fund, Inc. (forwarded with recommendation for approval of location in Donian Park on footprint not to exceed 10' x 10' along the south side of the walkway on the southeast corner of Mill Creek)

Hartz/Kehoe motion to approve the location of the memorial in Donian Park on footprint not to exceed 10' x 10', along the south side of the walkway on the southeast corner of Mill Creek, as recommended by the Plan Commission. Alderman Hartz noted that the Plan Commission had the responsibility only of approving the location, adding that the final design of the actual memorial would be subject to the approval of the Board of Park Commissioners and Council at a later date. Alderman Marsala expressed concern about approving of the location without having any visual representation of the statue, noting that the recommended footprint was of fairly significant size. Mayor Connors stated that the applicant needed to have a location for the memorial in order to proceed with fundraising activities. He also noted that the footprint was not to exceed 10' x 10'; therefore, it could ultimately be of a smaller size.

Kehoe motion to call the question. Motion failed for lack of second.

Tolar/Kehoe motion to suspend the rules to permit Gail Gygax to address the Council. Unanimously carried. Mrs. Gygax stated that she had originally requested to locate the memorial on a 12' x 12' footprint in Library Park; however, that request had been denied. She stressed that the size of the memorial would largely be determined by the location and, given the proposed location in Donian Park, it would likely be smaller than the 10' x 10' recommendation. She briefly provided the Council with a description of the proposed statue, which was to be a stone plinth with a bronze bust of the late Mr. Gygax and would incorporate elements to highlight the honoree's contributions to role-playing. Mrs. Gygax also noted that the statute would require approval from the Department of Natural Resources, as it would be located in a wetlands area.

Motion to approve carried by vote of 5 to 1, with Alderman Marsala opposed.

Piers, Harbors and Lakefront Committee Recommendations – Alderman Marsala

Discussion/Action on application for buoy mooring filed by Wrigley Drive Condominium Association, Inc. (forwarded with recommendation for approval 3/24/11)

Alderman Marsala stated that he had consulted with the City Attorney and determined that this application did not require Council action.

Discussion/Action on establishing specific notice dates and due dates for slips, buoys, and kayak racks

Marsala/Tolar motion to approve establishing the following dates, as recommended by Committee: first notice date of February 1; final notice date of March 1; and payment due date of March 15.

Alderman Marsala stated that the Harbormaster had sent out notices earlier this year than in previous years, which had created some issues with lessees. The Committee had wanted to specify consistent dates so the public would be aware of forthcoming notices and payment deadlines. Alderman Kehoe noted that the Harbormaster had initially recommended a first notice date of January 1. Alderman Marsala responded that the Committee had moved the notice dates back to accommodate the approval of the lease rates by the Council. Mayor Connors noted that the Committee had originally believed that the rates for the current year had been approved in January; however, the City Clerk had confirmed that the rates had actually been established in November 2010.

Hartz/Kehoe motion to amend to specify first notice date of January 1, second notice date of February 1, final notice date of March 1, and payment due date of March 15. Alderman Fesenmaier questioned whether these dates would be firm, given the potential of conflicts with weekends or holidays. City Clerk Reale suggested that the notice dates could be addressed during the ongoing modifications to the City Policy Manual. Unanimously carried.

Main motion, as amended, unanimously carried.

Discussion/Action on directing the City Attorney to draft a residential rental inspection ordinance (continued 3/14/11)

This item was continued to the next regular meeting.

Presentation of Accounts – Alderman Marsala

Purchase Orders. None.

Marsala/Hartz motion to approve Prepaid Bills in the amount of \$678.39.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted “yes”. Aldermen Mott and Krause were absent. Unanimously carried.

Marsala/Hartz motion to approve Regular Bills in the amount of \$42,462.84.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted “yes”. Aldermen Mott and Krause were absent. Unanimously carried.

Closed Session

Marsala/Tolar motion to enter into Closed Session pursuant to Wis. Stats. 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: Geneva Ridge Joint Venture and Mirbeau of Geneva Lake, LLC. Mayor Connors noted for the record that the purpose of the closed session was to confer with counsel and that no action would be taken on any matters discussed therein.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, and Tolar voted “yes”. Aldermen Mott and Krause were absent. Unanimously carried.

The Council entered into Closed Session at 8:05pm. Also present were: Administrator Jordan, City Attorney Draper, Attorney Joseph Wirth, and City Clerk Reale.

Adjournment

Kehoe/Hartz motion to adjourn at 9:16pm. Unanimously carried.

/s/ Jeremy A. Reale, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

SPECIAL CITY COUNCIL MEETING
MONDAY, APRIL 4, 2011 – 6:15 PM
COUNCIL CHAMBERS, CITY HALL

Mayor Connors called the meeting to order at 6:15pm.

The Pledge of Allegiance was led by Alderman Hartz.

Roll Call. Present: Aldermen Hartz, Marsala, Kehoe, Fesenmaier, Krohn, Tolar, and Krause. Alderman Mott arrived at 6:23pm. Also present: Administrator Jordan, City Attorney Draper and City Clerk Reale.

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.

Terry O'Neill, 954 George Street, addressed the Council with respect to the possible replacement of the Police Department Dictaphone. He stated that he felt the Council should probably approve of the purchase of the new equipment based upon the information that had been provided. However, if such purchase was approved, he stressed that the Council needed to pass a resolution removing the Dictaphone costs that had been included in the original approved capital borrowing list. He cautioned that the City could not borrow funds to pay for purchases that had already been made or to restore funding to a depleted account.

Discussion/Action on replacement of Police Department Dictaphone

Chief Rasmussen reported that the department had been requesting funding for the replacement of the existing Dictaphone over the last few budget cycles, as the current equipment was no longer serviceable. He stated that the Dictaphone had gone down for an entire day during the previous week and, while staff had managed to repair the equipment, he was uncertain as to whether it could be fixed in the event of another lapse in functioning. He noted that this was a vital piece of equipment for the safety of Police personnel and citizens, and was also valuable in creating records to be used in court proceedings. Alderman Krause asked about other jurisdictions that use this equipment. Chief Rasmussen responded that the equipment proposed for purchase was used throughout the nation, adding that the City of Delavan used the same Dictaphone equipment locally. Alderman Krohn raised concerns about approving the purchase now, given that \$20,500.00 had been previously approved for the Dictaphone in the capital borrowing plan. It was noted that the item and associated funding would be removed from the capital borrowing list if the purchase was approved.

Krause/Hartz motion to approve purchase of Dictaphone equipment from Word Systems, Inc., including five-year extended service agreement, for an amount not to exceed \$19,316.00 to be funded from Contingency, and to remove the Dictaphone from the approved capital list.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, Tolar, and Krause voted "yes". Alderman Mott abstained. Motion carried by vote of 7 to 0, with 1 abstention.

Discussion/Action on Resolution 11-R23, authorizing the transfer of \$19,316.00 from the Contingency Account to the Police Department Dictaphone Account

Krause/Tolar motion to approve Resolution 11-R23.

Roll Call: Hartz, Marsala, Kehoe, Fesenmaier, Krohn, Tolar, and Krause voted "yes". Alderman Mott abstained. Motion carried by vote of 7 to 0, with 1 abstention.

Adjournment

Marsala/Mott motion to adjourn at 6:27pm. Unanimously carried.

/s/ Jeremy A. Reale, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

ORDINANCE NO. 11-13

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

WHEREAS, by recommendation of the Plan Commission a Zoning Map Amendment is made with the City of Lake Geneva, Walworth County, Wisconsin (the "City"), to rezone certain real property at 834 Dodge Street, more specifically described as Tax Key Number ZOP 00097, all being situated entirely within the corporate boundaries of the City; and

WHEREAS, the City Plan Commission has convened a public hearing on the matter of the proposed Zoning Map Amendment, on March 21, 2011; and

WHEREAS, the City Plan Commission has recommended approval of the proposed Zoning Map Amendment;

NOW, THEREFORE, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, does ordain as follows:

1. Pursuant to the provisions of Section 98-903 of the City Zoning Ordinance, the zoning classification of the below-described property is changed as follows:

Single Family Residential (SR-4) to Planned Development (PD)

2. The zoning map of the City of Lake Geneva, Walworth County, Wisconsin shall be amended in accordance with the above classification of property.
3. This Ordinance shall take effect upon passage and publication as provided by law.
4. Adopted, passed and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this 11th day of April 2011.

ATTEST:

James R. Connors, Mayor

Jeremy A. Reale, City Clerk

First Reading: 3/28/11
Second Reading: 4/11/11
Adopted: 4/11/11
Published: 4/21/11

Resolution No: 11-R17

WHEREAS, the Police Department has a Designated Fund Balance-PD Uniform Allowance account to reserve monies equal to the unspent employee uniform allowance balances that may be carried over from year to year per Union agreement, and

WHEREAS, this Designated Fund Balance-PD Uniform Allowance Account had a balance of \$3,354.83 as of 1/1/10, and

WHEREAS, the Police employees' unspent uniform allowance balance at 12/31/10 amounts to \$3,520.44,

WHEREAS, the Police & Fire Commission approved this resolution at their meeting held March 10, 2011 and amended it at their April 7, 2011 meeting,

BE IT THEREFORE RESOLVED, that the Common Council adopt this resolution to adjust the 2010 Fund Balance accounts as follows:

Decrease Acct # 11 00-00 3480, Unreserved Fund Balance by \$165.61,
Increase Acct # 11 00-00 3439, Designated FB-PD Uniform Allowance, by \$165.61

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

Resolution No: 11-R24

WHEREAS, the Common Council approved the 2010 Capital Budget for the City of Lake Geneva for capital expenditures that may occur during 2010 but may be carried forward to 2011 with the approval of Common Council, and

WHEREAS, there were unspent monies at the end of 2010 for these capital projects and it is the request of the Police Department to carry these funds over, and

WHEREAS, the Lake Geneva Police and Fire Commission has reviewed the Police Department's request and, on April 7, 2011, has made the following recommendations for carryforward,

BE IT THEREFORE RESOLVED, that the Common Council adopt this budget resolution to allow for a carry forward in the 2011 Capital Projects Fund Budget as follows:

- Increase Acct # 41 21-00 9074, PD Covert Cameras, by \$1,000.00
- Increase Acct # 41 21-00 9072, PD Squad Cameras, by \$13,500.00
- Increase Acct # 41 21-00 0108, PD ProPhoenix System, by \$2,649.00
- Decrease Acct # 41 00-00 4910, Application of Prior Year Appropriations, by \$17,149.00

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

Resolution No: 11-R25

WHEREAS, the Common Council approved the 2010 Capital Budget for the City of Lake Geneva for capital expenditures that may occur during 2010 but may be carried forward to 2011 with the approval of Common Council, and

WHEREAS, there were unspent monies at the end of 2010 for these capital projects and it is the request of the Fire Department to carry these funds over, and

WHEREAS, the Lake Geneva Police and Fire Commission has reviewed the Fire Department's request and, on April 7, 2011, has made the following recommendations for carryforward,

BE IT THEREFORE RESOLVED, that the Common Council adopt this budget resolution to allow for a carry forward in the 2011 Capital Projects Fund Budget as follows:

Increase Acct # 41 22-00 9056, FD Protective Fire Clothing, by \$8,000.00

Decrease Acct #41 00-00 4910, Application of Prior Year Appropriations, by \$8,000.00

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

Resolution No: 11-R26

WHEREAS, the Common Council approved a Capital Improvement budget for 2009, which included a Street project for the grinding of sidewalks in the amount of \$10,000; and

WHEREAS, this sidewalk grinding project was desired to be carried forward to 2010, but was omitted on the Capital Projects carryforward resolution 10-R26 that was passed by the Council on April 26, 2010; and

WHEREAS, this omission became evident during the 2010 audit process and the grinding work was completed in 2010 and an amendment to the budget is needed;

BE IT THEREFORE RESOLVED, that the Common Council adopt a budget amendment allowing for a carryforward of 2009 funds in the amount of \$10,000 in order to fund the sidewalk grinding project in budget year 2010.

Decrease Acct # 41-00-00-4910, Appl. of Prior Year Appropriations, by \$10,000, and Increase Acct # 41-32-10-9023, Sidewalk Grinding Citywide, by \$10,000.

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

Resolution No: 11-R27

WHEREAS, the Common Council approved the 2010 operating budget for the General Fund, and

WHEREAS, it was determined that the certain accounts listed below have old balances that should be written off with the agreement of the City Auditor and City Administrator, and

WHEREAS, the operating budget included a contingency account that could be used for this purpose, which has a current balance of \$47,000.00, and

WHEREAS, it is the desire to have the City's accounts be current to properly report the financial status of the city in accordance with Generally Accepted Accounting Principles,

BE IT THEREFORE RESOLVED, that the Common Council adopt a resolution to write off \$39,595.77 in the fiscal year 2010 using the following accounts:

11-00-00-1390 Other Accounts Receivable	\$ 8,681.29
11-00-00-1391 Accounts Receivable Bill-outs	\$ 1,348.41
11-00-00-1392 Misc Accounts Receivable	(\$45,838.23)
11-00-00-2136 Due to Retirement Fund	\$ 120.34
11-00-00-2317 City Attorney Trust-Shoplifters	\$ 400.00
11-10-20-2156 Section 125 Medical Election	\$ 819.70
11-10-20-2157 Section 129 Dep Care Election	(\$5,127.28)
11-10-00-5780 Contingency Account	\$39,595.77

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

Resolution No: 11-R28

WHEREAS, the Common Council approved the 2011 Operating Budget for the General Fund for the City of Lake Geneva, and

WHEREAS, in the 2011 Budget, the Council funded \$85,000 in an contingency account for unplanned expenses and \$20,816 has been allocated to date, and

WHEREAS, the Common Council, at their April 11, 2011 meeting approved the Federal grant of \$75,000 for the purchase of 33 P25 compliant Police radios of which \$11,250 is the City's portion to fund,

BE IT THEREFORE RESOLVED, that the Common Council adopt a budget amendment allowing for a transfer in the 2011 General Fund Budget as follows:

Increase Acct # 11 21-00 4353, PD Federal Grants, by \$75,000.00, and
Increase Acct # 11 21-00 5375, PD Grant Purchases, by \$86,250.00, and
Decrease Acct #11 10-00 5780, Contingency Account, by \$11,250.00

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

RESOLUTION NO: 11-R29

WHEREAS, the Common Council approved Resolution 11-R23 at their April 4, 2011 Special Council meeting which appropriated contingency monies for the emergency Police Dictaphone purchase in the amount of \$19,316.00, and

WHEREAS, it has since been confirmed that there are monies left in the Capital Projects Fund that could be carryforward from 2010 to fund all this emergency expenditure except for \$5,000.00, and

WHEREAS, the Common Council desires to put back the money into the Contingency fund to be available for other uses,

BE IT THEREFORE RESOLVED, that the Common Council adopt a budget amendment allowing for a transfer from the 2010 Capital Projects fund to the General Fund as follows:

Increase Acct # 11-10-00-5780, Contingency Account, by \$14,316, and
Increase Acct # 41-00-00-4910, Appl. Prior Year Appropriations, by \$14,316.

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

Resolution No: 11-R30

WHEREAS, the Common Council approved the 2010 Capital Budget for the City of Lake Geneva for capital expenditures that may occur during 2010 but may be carried forward to 2011 with the approval of Common Council, and

WHEREAS, there were unspent monies at the end of 2010 for capital projects and it is the request of the City Administrator to fund this project with carryforward funds, and

WHEREAS, this action would eliminate the New Court Software project from the 2011 anticipated borrowing,

BE IT THEREFORE RESOLVED, that the Common Council adopt this budget resolution to allow for a carry forward in the 2011 Capital Projects Fund Budget as follows:

Increase Acct # 41 12-00 0115, New Court Computer Software, by \$22,025.00

Decrease Acct # 41 00-00 4910, Application of Prior Year Appropriations, by \$22,025.00

Adopted this 11th day of April, 2011.

APPROVED:

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

RESOLUTION NO: 11-R31

WHEREAS, the Common Council approved the 2010 Budget for the City of Lake Geneva for operating expenditures, and

WHEREAS, at year end, the following departments exceeded their budgets: Municipal Court, Legal, Emergency Management, Parks, Traffic Control and Fire, and

WHEREAS, at year end, the following cost centers for DPW had excess budgeted funds available that could be transferred to the cost centers whose expenditures exceeded budget, and

WHEREAS, the Municipal Court, Emergency Management, and Fire had revenues in excess of those budgeted and could be used to fund the expense shortfalls;

BE IT THEREFORE RESOLVED, that the Common Council adopt a budget amendment which reflects budget transfers within the General Fund as follows:

Increase 11-12-00-5381, Municipal Court Operations, by \$3,348.00,
Increase 11-12-00-4510, Municipal Court Penalties & Fines, by \$5,738.00,
Increase 11-13-10-5214, Outside Attorney Fees, by \$2,390.00,

Increase 11-22-00-5136, Fire Dept Retirement Expense, by \$17,410.00,
Increase 11-22-10-5229, Fire Hydrant Rental, by \$1,240.00,
Increase 11-22-00-5735, Fire Grant Purchases, by \$11,025.00,
Increase 11-22-00-4354, Fire State Grant Revenues, by \$8,917.00,
Increase 11-22-00-4624, Fire/EMS Billing Revenues, by \$20,758.00,

Increase 11-29-00-4354, Emer Mgmt State Grants, by \$14,642.00,
Increase 11-29-00-5735, Emer Mgmt Grant Purchases, by \$14,642.00,

Increase 11-34-10-5223, Street Lights-Electricity, by \$18,000.00,
Increase 11-52-01-5120, Vets Park Wages, by \$2,840.00,
Increase 11-32-15-5450, Storm Sewer Maintenance, by \$11,395.00,
Increase 11-32-14-5120, Composting Dept. Wages, by \$23,080.00,
Increase 11-32-12-5120, Snow & Ice Control Wages, by \$8,000.00,
Increase 11-32-12-5340, Snow & Ice Control Operating Supplies, by \$7,000.00,
Increase 11-32-12-5344, Snow Removal Expenses, by \$3,535.00,
Decrease 11-32-13-5120, Tree & Brush Wages, by \$23,000.00,
Decrease 11-32-10-5125, Street Dept. OT Wages, by \$33,000.00,
Decrease 11-32-13-5220, Forestry Services, by \$1,850.00,
Increase 11-32-12-4631, Snow & Ice Control Revenues, by \$16,000.00.

Adopted this 11th day of April, 2011.

APPROVED:

James A. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

GENEVA LAKE AREA CHAMBER OF COMMERCE

201 WRIGLEY DRIVE • LAKE GENEVA, WISCONSIN 53147

Phone (262) 248-4416 • Fax (262) 248-1000

Website: www.lakegenevawi.com

E-mail: lgcc@lakegenevawi.com

March 1, 2011

Mayor Jim Connors
Members of City Council
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Dear Mayor Connors & Members of City Council:

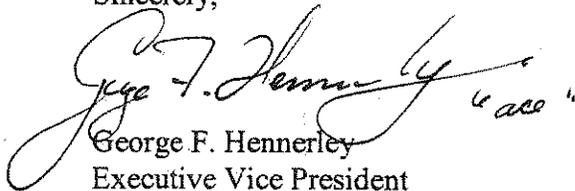
By this letter the Geneva Lake Area Chamber of Commerce respectfully requests permission to hold its 8 annual events: May Days May 14 & 15, Paint-In June 11 & 12 utilizing downtown area sidewalks, streets and alleys; Concerts in the Park every Thursday evening in July & August, Flat Iron Park starting at 7:00 p.m. lasting approximately one hour and are free to the public except August 18 due to Venetian Festival; Maxwell Street Days, August 26, 27, 28 utilizing downtown area sidewalks, streets and alleys; Oktoberfest, October 8 & 9, utilizing downtown area sidewalks, streets and alleys also closing the 200 block of Broad Street on Sunday from noon until 5 p.m.; Children's Christmas Parade on Saturday December 3 at 5 p.m.; and Winterfest '12 on February 1 thru February 5, 2012 utilizing the Riviera building (upper and lower) and grass area.

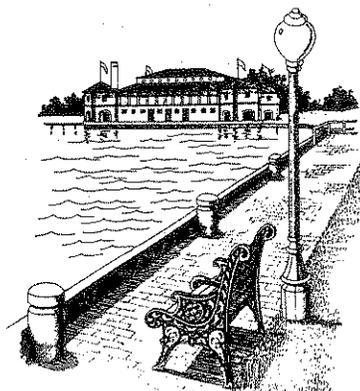
We would also request that as the sponsoring organization responsible for what occurs during these events that any organization or person that would like to participate or capitalize on the event be directed to the Chamber of Commerce. We ask this consideration because as the Chamber sponsored events grow in popularity other groups and individuals are trying to participate without supporting the event sponsors.

Attached are the particulars for each event.

If you have any questions regarding any of these events please contact me at 248-4416. Thank you for your consideration of this request.

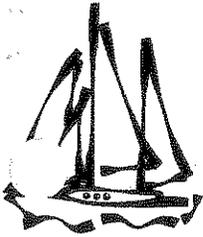
Sincerely,


George F. Hennerley
Executive Vice President



Chamber of Commerce 2011 Events

EVENT	DATE	PUB ASSEM	STREET USE	PARK
MAY DAYS	MAY 14-15	X		
PAINT-IN	JUNE 11-12	X		
CONCERTS IN THE PAR	Summer Thursdays	X		X
MAXWELL ST. DAYS	AUG 26,27,28	X		
OKTOBERFEST	OCT. 8-9	X	X	
CHRISTMAS PARADE	DEC. 3	X	X	
WINTERFEST	1/30 - 2/5, 2012	X		X



APPLICATION TO THE
PARK BOARD
 CITY OF LAKE GENEVA, WISCONSIN

RECEIPT NO: _____
 TOTAL AMOUNT: \$25.00
 DATE: 3-10-11
 RESERVATION NUMBER: _____

THE SECURITY DEPOSIT, RENTAL FEE AND
 NON-REFUNDABLE \$25 APPLICATION FEE IS DUE UPON APPLICATION

GENERAL INFORMATION (please type or print clearly)

Applicant/Agent

Name	Geneva Lake Area Chamber of Commerce (Concerts in the Park)
Organization	Geneva Lake Area Chamber of Commerce
Address	201 Wrigley Dr., Lake Geneva, WI 53147
Phone	262-248-4416
Fax	262-248-1000

ACTIVITY (Attach additional sheets if necessary)

me of Park Requested: Flat Iron park Date Requested: July 7, 14, 21, 28 and August 4, 11, 25, 2011

Nature of Activity: Music concerts in Flat Iron Park

Time Period: From 6:00 p.m to 8:00 p.m.

Estimated Number of Attendees: 100 – 300 persons

Any Special Services or Requests: _____

Please note that the City cannot provide park benches or picnic tables other than those in the park. The City cannot "hold" benches or tables and the applicant must make his/her own arrangements to do so the day of the event.

If you are having an event that is open to the general public, please be advised that you must also file a Parade & Public Assembly Permit with the City prior to your event being approved.

Reservation Fee & Security Deposit Schedule

**Park Space Reservation
Schedule of Fees**

Attendees	Non-Profit Org.	Resident	Non-Resident
49 Attendees or less	\$30	\$30	\$75
50-149 Attendees	\$55	\$55	\$125
150 or more Attendees	\$105	\$105	\$225

Security Deposit Schedule

Security Deposit	Non-Profit Org.	Resident	Non-Resident
49 Attendees or less	\$50	\$50	\$100
50-149 Attendees	\$100	\$100	\$150
150 or more Attendees	\$300	\$300	\$400

Security Deposit will be refunded if no damage or clean up is required, and no police action occurs.

I have read and understand there is a \$25 Application fee, appropriate Security Deposit and Rental Fee due at the time of application. I also agree that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services.

Signature

[Handwritten Signature] DATE: 3-10-11

For Office Use Only

Date Application Filed with Municipal Clerk: 3-10-11 Application Fee & Receipt # \$25.00
3-10-11
 Security Deposit Fee & Receipt #: _____
 Reservation Fee & Receipt # _____

Park Board Meeting Date: 4-6-11

Park Board Recommendation Approve Deny

Conditions: _____

Park Board Chairman Signature: *[Handwritten Signature]*

Copy of application to: Police Chief Fire Chief Street Department Applicant

Park Facilities Available

	Water	Electric	Washrooms	Open Shelters
Cobb Park		X	X	X
Dunn Field		X	X	
Flat Iron Park	X	X	X	X
Library Park	X	X	X	
Rushwood Park		X		X
Seminary Park			X	X
Veteran's Park		X	X	X (2)

In addition to the above, ball fields are available at Dunn Field, Veteran's Park and one at Rushwood Park. Athletic Fields at Veteran's Park are generally scheduled through the YMCA (262) 248-6211. There are picnic tables and grills at Cobb and Seminary Parks. The gazebo at Flat Iron Park has electric.

Park Space Reserved Use Policy

Policy:

City of Lake Geneva park and park facilities and shelter areas are primarily for the nonexclusive use of the residents and visitors. However, under proper circumstances, reserved use of the same or parts thereof may be permitted. This policy is intended to regulate use of municipally-owned parks, park facilities, park shelters or parts thereof in the City to the end that the general welfare of the City is protected.

Reservation of Park Space:

A person or group, firm, organization, partnership or corporation may apply to reserve the use of a park facility or a park shelter by completing a Lake Geneva Park Permit Request and filing it with the Park Commission at City Hall. The Park Commission shall issue permits for reserved use of a park or portions thereof. Park facilities are reserved on a first-requested, first-reserved basis after meeting the requirements of the application process. Although small groups obeying the laws are permitted to congregate in the Lake Geneva parks without a reservation, reserved park space has legal priority over any other casual gatherings. Copies of approved park permits will be maintained by the Park Commission, Police Department and Street Department.

Application:

Applications must be filed with the Park Commission at least 6 weeks prior to the date for which the reserved use of the park is requested. If the event requires City Council approval, the Permit Request must be submitted a minimum of 10 weeks prior to the event (e.g. request for fermented malt beverage license, fireworks, meter bagging, street closing.) The Permit Request will contain the following information: Name, address, and telephone number of the headquarters of the group, business, or organization and the authorized head of same; the name, address and telephone number of the person who will be responsible for the use of said park; the date and hours when reserved use is requested; the anticipated number of persons to use said park; the specific area of the park to be reserved; and any additional information which the Park Commission finds necessary to make a fair determination as to whether a permit should be issued.

Action on Permit Request:

The Park Commission shall act promptly on all permit requests based on a first-come, first served basis or, if necessary, after consulting with the applicant.

Reasons for Denial:

Applicants may be denied for any of the following reasons:

If use is such that it could reasonably involve a violation of Federal or State law or any provision of the Municipal Code.

If the granting of the permit would conflict with another approved permit or one for which application is already pending.

The request is made less than the required time in advance of the scheduled use.

If the request is for use of the park at a date and time when, in addition to the proposed use, anticipated use by others is expected which would seriously affect the use of the park.

If the law enforcement requirements of the reserved use will require so large a number of persons as to prevent adequate law enforcement for the city, or the park involved.

The reserved use is so poorly organized that participants are likely to engage in aggressive or destructive activity.

Permit Request is not completed properly.

Any other factors which could have a negative or adverse impact on the City of Lake Geneva as determined by the Park Commission.

Indemnification:

Prior to granting any permit for reserved use of a park, the City may require the permittee to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, protecting third parties as may be injured or damaged and naming the City of Lake Geneva as an additional insured, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the reserved use sufficient to indemnify the City and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.

Permit Not Required for City Activity:

A permit is not required for reserved use of any park when such use is sponsored by the City of Lake Geneva or the Lake Geneva Park Commission.

Cancellation:

The fee will be forfeited if cancellation by the applicant takes place less than 30 days prior to the event. The security deposit will be refunded in case of cancellation. The \$20 Application Fee is non-refundable.

Permit Revocation:

The Common Council, Mayor, Park Commission or Chief of Police may revoke a permit already approved if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, other catastrophe or likelihood of a breach of the peace, or by a major change in the conditions forming the basis of the approval of the permit. If the revocation is due to no fault of the permittee or attendees to the event, the fee will be refunded.

Form of Approved Permit:

Each approved permit shall be in a form prescribed by the Park Commission and shall designate the park, park facility or shelter involved; date and hours of the reserved use; purpose of the reserved use and the name of the person, group, or organization to which the approved permit is issued.

Class B Fermented Malt Beverage Licenses:

Use of alcoholic beverages in City parks and park facilities is prohibited. However, when fermented malt beverages are to be sold at any event authorized by the Common Council, valid fermented malt beverage license shall be obtained and the provisions of Chapter 11 of the Municipal Code shall be fully complied with. Said license must be held by the person who filed the original license and shall be presented to any law enforcement officer upon request.

Security:

The City may require, as a condition of approval, that the applicant provide professional security personnel at the event in the number deemed necessary by the Lake Geneva City Council, Park Commission or Police.

Park Permit Request

The following Lake Geneva Parks are available for organized group activities: Cobb Park, Dunn Field, Flat Iron Park, Library Park, Rushwood Park, Seminary Park, and Veterans Park. Veteran's Park permit requests must be coordinated through the local YMCA.

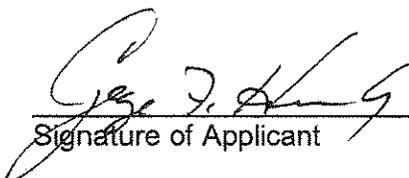
Permit Requests must be submitted to the City Clerk's office during normal business hours a minimum of 6 weeks prior to the event. Where City Council approval is required, requests must be submitted a minimum of 10 weeks prior to the event. Requests may be submitted up to one year prior to the event.

The Application Fee, Rental Fee and Security Deposit must be submitted by check, made out to the City of Lake Geneva, along with the completed Permit Request.

The City Clerk's office will inform the requesting party if the date and park are available; however, that does not mean approval will be granted. A copy of the approved or disapproved Permit Request will be mailed to the requesting party following disposition by the Lake Geneva Park Commission and, if required, the City Council. If the request is not approved, the fee and security deposit will be refunded. If after receiving approval, the applicant cancels less than 30 days prior to the event, the fee will be forfeited and the security deposit refunded.

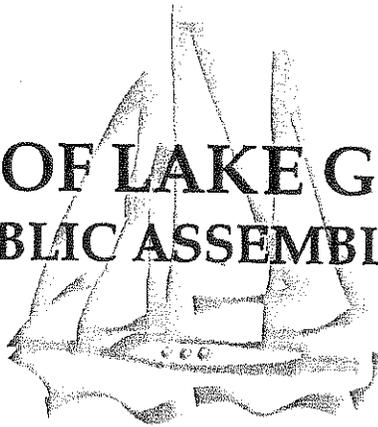
After approval of a Permit Request had been granted, the Common Council, Mayor, Park Commission or Chief of Police may revoke same if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, administrative or clerical error or likelihood of a breach of the peace.

The applicant agrees by signing this park permit that the security deposit shall be held by the City of Lake Geneva, and may be applied to property damage to the premises resulting during the time of the activity or may be forfeited as a result of police action required at the activity. The City may also seek further action to recover damages to the occupied premises. The applicant agrees not to use the premises for any unlawful activity including those posted in the parks, and also agrees to abide by all park rules, regulations and ordinances of the City of Lake Geneva. The applicant agrees to indemnify the City and hold it harmless for all expenses, liability and claims of any kind arising out of harm to or activities of attendees to the event. For certain events, the City may require the permittee to file evidence of insurance in force or other evidence of adequate financial responsibility. The City may also require the permittee to provide trained security personnel at the event.


Signature of Applicant

George F. Hennerley Pres.
Print or Type Name and Title, if any

CITY OF LAKE GENEVA PARADE & PUBLIC ASSEMBLY APPLICATION



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

COMPLETED APPLICATION MUST INCLUDE DOCUMENTATION DETAILING
EVENT ACTIVITIES AND/OR PARADE ROUTE OR IT WILL BE REJECTED.
NO APPLICATION FEE REQUIRED.

EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce (Concerts in the Park)

Organization Name: Geneva Lake Area Chamber of Commerce

Mailing Address: 201 Wrigley Dr.

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-248-4416 Fax: 262-248-1000

Event Chair/Contact Person: George Hennerley

Chair/Contact Phone: 262-248-4416

Title of Event: Concerts in the Park

Date of Event: July 7, 14, 21, 28, and August 4, 11, 25, 2011

Approved

Hours:

Hours:

Start Time 6:00 p.m.

End Time 8:00 p.m.

Estimated Attendance Number: 100 - 300 Persons

Basis for Estimate: Previous years attendance

Brief Description of Event: Music concerts in Flat Iron Park

DETAILED DESCRIPTION OF ACTIVITIES, EVENT MAP, AND/OR ROUTES MUST BE ATTACHED OR APPLICATION WILL NOT BE ACCEPTED.

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Has your route been reviewed and approved by the Police Department?
YES NO
2. Will the event include animals?
YES NO
3. 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: _____

4. Will the event require reservation of City park space?
 YES NO
5. Will the event require the closure of any City streets or roadways?
YES NO

If you answered "yes" to Question 4 or 5, additional applications for Park Board Permit and/or Street Use Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

SUBSCRIBED AND SWORN TO ME THIS 14th DAY OF March, 2011.

Gary J. Henning
SIGNATURE OF APPLICANT

NOTARY PUBLIC Artis M. Roenspies

COMMISSION EXPIRES 8-17-14
COUNTY OF Walworth
STATE OF Wisconsin

For Office Use Only

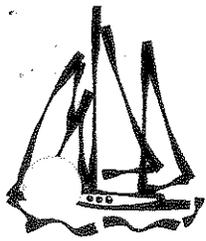
Date Filed with Clerk: 3-14-11

Forwarded to Police Chief: 3-15-11
Recommendation: [Signature] Approved Denied

Permit Issued: 3-22-11 (NOT SENT)

Permit Number: 2011-6

Copies Provided to: Police Chief Fire Chief Street Supt.
 Parking Dept. Council Media



APPLICATION TO THE
PARK BOARD
 CITY OF LAKE GENEVA, WISCONSIN

RECEIPT NO: _____
 TOTAL AMOUNT: \$25.00
 DATE: 3-10-11
 RESERVATION NUMBER: _____

**THE SECURITY DEPOSIT, RENTAL FEE AND
 NON-REFUNDABLE \$25 APPLICATION FEE IS DUE UPON APPLICATION**

GENERAL INFORMATION (please type or print clearly)

Applicant/Agent

Name	Geneva Lake Area Chamber of Commerce (Winterfest 2012)
Organization	Geneva Lake Area Chamber of Commerce
Address	201 Wrigley Dr., Lake Geneva, WI 53147
Phone	262-248-4416
Fax	262-248-1000

ACTIVITY (Attach additional sheets if necessary)

Name of Park Requested: Riviera Park

Date Requested: January 30 – February 5, 2012 WINTERFEST

Nature of Activity: Utilizing the Riviera Building (upper and lower) and grass area in front; Riviera Beach for helicopter rides. _____

Time Period: From January 30, 2012 to February 5, 2012

Estimated Number of Attendees: 10,000+

Any Special Services or Requests: _____

Please note that the City cannot provide park benches or picnic tables other than those in the park. The City cannot "hold" benches or tables and the applicant must make his/her own arrangements to do so the day of the event.

If you are having an event that is open to the general public, please be advised that you must also file a Parade & Public Assembly Permit with the City prior to your event being approved.

Reservation Fee & Security Deposit Schedule

**Park Space Reservation
Schedule of Fees**

Attendees	Non-Profit Org.	Resident	Non-Resident
49 Attendees or less	\$30	\$30	\$75
50-149 Attendees	\$55	\$55	\$125
150 or more Attendees	\$105	\$105	\$225

Security Deposit Schedule

Security Deposit	Non-Profit Org.	Resident	Non-Resident
49 Attendees or less	\$50	\$50	\$100
50-149 Attendees	\$100	\$100	\$150
150 or more Attendees	\$300	\$300	\$400

Security Deposit will be refunded if no damage or clean up is required, and no police action occurs.

I have read and understand there is a \$25 Application fee, appropriate Security Deposit and Rental Fee due at the time of application. I also agree that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services.

Signature

Greg J. Kennedy

DATE: 3-10-11

For Office Use Only

Date Application Filed with Municipal Clerk: _____ Application Fee & Receipt # _____ Pay

Security Deposit Fee & Receipt #: _____

Reservation Fee & Receipt # _____

Park Board Meeting Date: 4-6-11

Park Board Recommendation Approve Deny

Conditions: _____

Park Board Chairman Signature: *[Signature]*

Each approved permit shall be in a form prescribed by the Park Commission and shall designate the park, park facility or shelter involved; date and hours of the reserved use; purpose of the reserved use and the name of the person, group, or organization to which the approved permit is issued.

Class B Fermented Malt Beverage Licenses:

Use of alcoholic beverages in City parks and park facilities is prohibited. However, when fermented malt beverages are to be sold at any event authorized by the Common Council, valid fermented malt beverage license shall be obtained and the provisions of Chapter 11 of the Municipal Code shall be fully complied with. Said license must be held by the person who filed the original license and shall be presented to any law enforcement officer upon request.

Security:

The City may require, as a condition of approval, that the applicant provide professional security personnel at the event in the number deemed necessary by the Lake Geneva City Council, Park Commission or Police.

Park Permit Request

The following Lake Geneva Parks are available for organized group activities: Cobb Park, Dunn Field, Flat Iron Park, Library Park, Rushwood Park, Seminary Park, and Veterans Park. Veteran's Park permit requests must be coordinated through the local YMCA.

Permit Requests must be submitted to the City Clerk's office during normal business hours a minimum of 6 weeks prior to the event. Where City Council approval is required, requests must be submitted a minimum of 10 weeks prior to the event. Requests may be submitted up to one year prior to the event.

The Application Fee, Rental Fee and Security Deposit must be submitted by check, made out to the City of Lake Geneva, along with the completed Permit Request.

The City Clerk's office will inform the requesting party if the date and park are available; however, that does not mean approval will be granted. A copy of the approved or disapproved Permit Request will be mailed to the requesting party following disposition by the Lake Geneva Park Commission and, if required, the City Council. If the request is not approved, the fee and security deposit will be refunded. If after receiving approval, the applicant cancels less than 30 days prior to the event, the fee will be forfeited and the security deposit refunded.

After approval of a Permit Request had been granted, the Common Council, Mayor, Park Commission or Chief of Police may revoke same if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, administrative or clerical error or likelihood of a breach of the peace.

The applicant agrees by signing this park permit that the security deposit shall be held by the City of Lake Geneva, and may be applied to property damage to the premises resulting during the time of the activity or may be forfeited as a result of police action required at the activity. The City may also seek further action to recover damages to the occupied premises. The applicant agrees not to use the premises for any unlawful activity including those posted in the parks, and also agrees to abide by all park rules, regulations and ordinances of the City of Lake Geneva. The applicant agrees to indemnify the City and hold it harmless for all expenses, liability and claims of any kind arising out of harm to or activities of attendees to the event. For certain events, the City may require the permittee to file evidence of insurance in force or other evidence of adequate financial responsibility. The City may also require the permittee to provide trained security personnel at the event.

George F. Hennerley
Signature of Applicant

George F. Hennerley - Pres.
Print or Type Name and Title, if any

CITY OF LAKE GENEVA PARADE & PUBLIC ASSEMBLY APPLICATION



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

COMPLETED APPLICATION MUST INCLUDE DOCUMENTATION DETAILING
EVENT ACTIVITIES AND/OR PARADE ROUTE OR IT WILL BE REJECTED.

NO APPLICATION FEE REQUIRED.

EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce (Winterfest 2012)

Organization Name: Geneva Lake Area Chamber of Commerce

Mailing Address: 201 Wrigley Dr.

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-248-4416 Fax: 262-248-1000

Event Chair/Contact Person: George Hennerley

Chair/Contact Phone: 262-248-4416

Title of Event: Winterfest 2012

Date of Event: January 30 - February 5, 2012

Hours: 24/7 January 30 - February 5, 2012

Start Time

End Time

Estimated Attendance Number: 10,000 +

Basis for Estimate: Previous attendance

Brief Description of Event: Utilizing the Riviera Building (upper and lower) and grass area in front; Riviera Beach for helicopter rides.

DETAILED DESCRIPTION OF ACTIVITIES, EVENT MAP, AND/OR ROUTES MUST BE ATTACHED OR APPLICATION WILL NOT BE ACCEPTED.

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Has your route been reviewed and approved by the Police Department?
YES NO
2. Will the event include animals?
YES NO
3. 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: _____

4. Will the event require reservation of City park space?
YES NO
5. Will the event require the closure of any City streets or roadways?
YES NO

If you answered "yes" to Question 4 or 5, additional applications for Park Board Permit and/or Street Use Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

SUBSCRIBED AND SWORN TO ME THIS 10th DAY OF March, 2011.

[Signature]
SIGNATURE OF APPLICANT

NOTARY PUBLIC Curtis M. Roenspies

COMMISSION EXPIRES 8-17-14
COUNTY OF Walworth
STATE OF Wisconsin

For Office Use Only

Date Filed with Clerk: 3-10-11

Forwarded to Police Chief: 3-11-11

Recommendation: [Signature] Approved Denied

Permit Issued: _____

Permit Number: _____

Copies Provided to: Police Chief Fire Chief Street Supt.
 Parking Dept. Council Media

\$46.00 pd
3-10-11

CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION



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

APPLICANT MUST FURNISH CERTIFICATE OF COMPREHENSIVE GENERAL
LIABILITY INSURANCE WITH THE CITY. APPLICATION MUST ALSO INCLUDE A
PETITION DESIGNATING THE PROPOSED STREET AND TIME FOR SUCH USE
TO BE SIGNED BY NOT LESS THAN 51% OF RESIDENTIAL OR COMMERCIAL
OCCUPANTS ALONG THE AFFECTED PORTION OF THE STREET.

FEES ARE PAYABLE TO THE CITY OF LAKE GENEVA AND DUE UPON
APPLICATION. FOR EVENTS UP TO 2 DAYS, FEE IS \$40.00. EVENTS LASTING
LONGER THAN 2 DAYS REQUIRE A FEE OF \$100.00

EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce (Oktoberfest)

Organization Name: Geneva Lake Area Chamber of Commerce

Mailing Address: 201 Wrigley Dr.

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-248-4416 Fax: 262-248-1000

Event Chair/Contact Person: George Hennerley

Chair/Contact Phone: 262-248-4416

Title of Event: Oktoberfest

Date of Event: October 8 and 9, 2011

Hours: 10:00 a.m.

6:00 p.m.

Start Time

End Time

Estimated Attendance Number: 10,000 +

Basis for Estimate: Previous direct observation

Brief Description of Event and proposed Street Use: Utilizing the downtown area sidewalks, streets and alleys and closing the 200 block of Broad St. Use of beach for kayak

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: _____

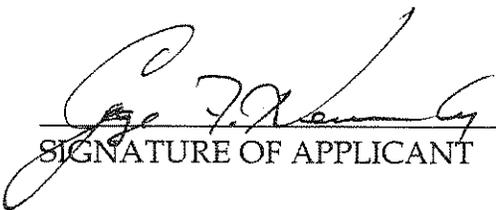
2. Will the event require reservation of City park space?

YES

NO

If you answered "yes" to Question 2, an additional application for Park Board Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

Your event may also require a Parade & Public Assembly Permit from the City. Please contact the City Clerk's office for more information.


SIGNATURE OF APPLICANT

3.10.11
DATE

For Office Use Only

Date Filed with Clerk: 3-10-11

Forwarded to Police Chief: 3-11-11
Recommendation: Approved Denied

FLR Approval: _____

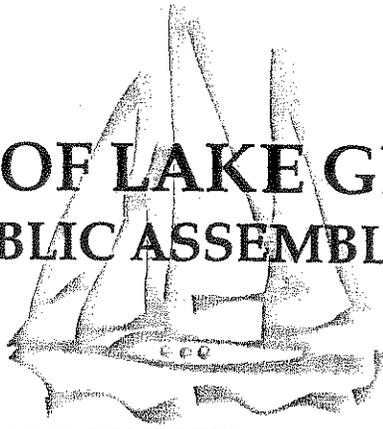
Council Approval: _____

Permit Issued: _____

Permit Number: _____

Copies Provided to: Police Chief Fire Chief
 Street Superintendent Parking Department

CITY OF LAKE GENEVA PARADE & PUBLIC ASSEMBLY APPLICATION



PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS
WILL BE REJECTED.
COMPLETED APPLICATION MUST INCLUDE DOCUMENTATION DETAILING
EVENT ACTIVITIES AND/OR PARADE ROUTE OR IT WILL BE REJECTED.
NO APPLICATION FEE REQUIRED.

EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce

(Oktoberfest) _____

Organization Name: Geneva Lake Area Chamber of Commerce

Mailing Address: 201 Wrigley Dr.

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-248-4416 Fax: 262-248-1000

Event Chair/Contact Person: George Hennerley

Chair/Contact Phone: 262-248-4416

Title of Event: Oktoberfest

Date of Event: October 8 and 9, 2011

Hours: 10:00 a.m.

6:00 p.m.

Start Time

End Time

Estimated Attendance Number: 10,000 +

Basis for Estimate: Previous direct observation

Brief Description of Event: Utilizing the downtown area sidewalks, streets and alleys and closing the 200 block of Broad St. Use of beach for kayak demonstrations.

DETAILED DESCRIPTION OF ACTIVITIES, EVENT MAP, AND/OR ROUTES MUST BE ATTACHED OR APPLICATION WILL NOT BE ACCEPTED.

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Has your route been reviewed and approved by the Police Department?
YES NO
2. Will the event include animals? YES NO
3. 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: _____

4. Will the event require reservation of City park space?
YES NO
5. Will the event require the closure of any City streets or roadways?
 YES NO

If you answered "yes" to Question 4 or 5, additional applications for Park Board Permit and/or Street Use Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

SUBSCRIBED AND SWORN TO ME THIS 10th DAY OF March , 20 11 .

[Signature]
SIGNATURE OF APPLICANT

NOTARY PUBLIC Artis M. Roenspies

COMMISSION EXPIRES 8/17/14
COUNTY OF Walworth
STATE OF Wisconsin

For Office Use Only

Date Filed with Clerk: 3-10-11

Forwarded to Police Chief: 3-11-11
Recommendation: [Signature] Approved Denied

Permit Issued: _____
Permit Number: _____

Copies Provided to: Police Chief Fire Chief Street Supt.
 Parking Dept. Council Media

\$40. pd
3-10-11

CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION



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

APPLICANT MUST FURNISH CERTIFICATE OF COMPREHENSIVE GENERAL
LIABILITY INSURANCE WITH THE CITY. APPLICATION MUST ALSO INCLUDE A
PETITION DESIGNATING THE PROPOSED STREET AND TIME FOR SUCH USE
TO BE SIGNED BY NOT LESS THAN 51% OF RESIDENTIAL OR COMMERCIAL
OCCUPANTS ALONG THE AFFECTED PORTION OF THE STREET.

FEES ARE PAYABLE TO THE CITY OF LAKE GENEVA AND DUE UPON
APPLICATION. FOR EVENTS UP TO 2 DAYS, FEE IS \$40.00. EVENTS LASTING
LONGER THAN 2 DAYS REQUIRE A FEE OF \$100.00

EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce (Children's Christmas
Parade)

Organization Name: Geneval Lake Area Chamber of Commerce

Mailing Address: 201 Wrigley Dr.

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-248-4416 Fax: 262-248-1000

Event Chair/Contact Person: George Hennerley

Chair/Contact Phone: 262-248-4416

Title of Event: Children's Christmas Parade

For Office Use Only

Date Filed with Clerk: 3-10-11

Forwarded to Police Chief: 3-11-11

Recommendation: Approved Denied

FLR Approval: _____

Council Approval: _____

Permit Issued: _____

Permit Number: _____

Copies Provided to: Police Chief Fire Chief
 Street Superintendent Parking Department

CITY OF LAKE GENEVA PARADE & PUBLIC ASSEMBLY APPLICATION



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

COMPLETED APPLICATION MUST INCLUDE DOCUMENTATION DETAILING
EVENT ACTIVITIES AND/OR PARADE ROUTE OR IT WILL BE REJECTED.
NO APPLICATION FEE REQUIRED.

EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce (Children's Christmas
Parade)

Organization Name: Geneva Lake Area Chamber of Commerce

Mailing Address: 201 Wrigley

Dr. _____

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-248-4416 Fax: 262-248-1000

Event Chair/Contact Person: George Hennerley

Chair/Contact Phone: 262-248-4416

Title of Event: Children's Christmas Parade, 2011

Date of Event: December 3, 2011

Estimated Attendance Number: 1000 +

Basis for Estimate: Previous years attendance

Brief Description of Event: 55 floats, cars, trucks and horses

DETAILED DESCRIPTION OF ACTIVITIES, EVENT MAP, AND/OR ROUTES MUST BE ATTACHED OR APPLICATION WILL NOT BE ACCEPTED.

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

- 1. Has your route been reviewed and approved by the Police Department? YES NO
- 2. Will the event include animals? YES NO
- 3. 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: As in previous years, Reroute traffic, street closure

- 4. Will the event require reservation of City park space? YES NO
- 5. Will the event require the closure of any City streets or roadways? YES NO

If you answered "yes" to Question 4 or 5, additional applications for Park Board Permit and/or Street Use Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

SUBSCRIBED AND SWORN TO ME THIS 10th DAY OF March, 2011.

[Signature]

SIGNATURE OF APPLICANT

NOTARY PUBLIC Artis M. Roenspies

COMMISSION EXPIRES 8-17-14

COUNTY OF Walworth

STATE OF Wisconsin

For Office Use Only

Date Filed with Clerk: 3-14-11

Forwarded to Police Chief: 3-15-11

Recommendation: W Approved Denied

Permit Issued: _____

Permit Number: _____

Copies Provided to:	Police Chief	Fire Chief	Street Supt.
	Parking Dept.	Council	Media

City of Lake Geneva

Date: 4/08/2011

Time: 3:23 PM

Page: 1

Operator's Regular

<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>
2010 - 278	Cindy I. Todd Employer: Geneva Lakes Convenience Corp.	140 Seymour Street Clark Station	25.00
2010 279	David J. Stinebrink Employer: Stinebrink's Piggly Wiggly	638 E. Sherman Ave Stinebrink's Lake Geneva	25.00
2010 - 280	Brian P. Cik Employer: Geneva Corner Market, Inc.	247½ Elmwood Ave. 1231 Grant St.	25.00
2010 - 281	Janet A. Haley Employer: Golden Oaks Mansion, LLC	916 David St. 421 Baker Street	25.00
Operator's Regular		Count: 4	Totals for this Type: 100.00

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 CONNORS AND COMMON COUNCIL

FROM: CITY ADMINISTRATOR, DENNIS JORDAN

DATE: APRIL 11, 2011

RE: GRANT FOR PORTABLE RADIOS

Background: The Police Department applied for a radio grant to develop/enhance interoperable communications systems. The Lake Geneva Police Department requested 13 mobile VHF radios to be P25 compliant radios to enhance communications interoperability before, during and after a CBRNE (chemical, biological, radiological, nuclear and explosive) event. They also applied for 20 portable VHF radios to be P25 compliant for the same purpose as those mentioned above. The total cost of the 33 radios is \$86,250. The City's portion of the match for the grant is \$11,250 or 13%. The radios must be purchased, installed and receipts submitted to Walworth County Emergency Management by May 16, 2011. Because of the savings involved, staff would recommend accepting the grant and paying for it from the Contingency account.

Recommendation: Approve the grant of \$75,000 from the federal government for 33 P25 compliant radios and transfer \$11,250 from the City's contingency account for the match for the grant.

City of Lake Geneva

Item	[06CP-01-MOBL] - Radio, Mobile		
County Located In:	Walworth	Jurisdiction Located In:	Lake Geneva, City of
Discipline Using:	Law Enforcement	Project Type:	Develop/enhance interoperable communications systems
Justification:	Lake Geneva Police Department is requesting 13 mobile VHF radios to P25 compliant radios as listed in the grant pre application, to enhance communications interoperability before during and after CBRNE event.		
Quantity:	13.00		
Unit Cost:	3,450.0000		
		Source: Federal	39,000.00
		Source: Cash Match (New Approp.)	5,850.00
Item	[06CP-01-PORT] - Radio, Portable		
Unit Cost:	2,070.0000		
		Source: Federal	36,000.00
		Source: Cash Match (New Approp.)	5,400.00
County Located In:	Walworth	Jurisdiction Located In:	Lake Geneva, City of
Discipline Using:	Law Enforcement	Project Type:	Develop/enhance interoperable communications systems
Justification:	City Of Lake Geneva Police Department is requesting 20 portable VHF radios to P25 compliant radios as listed in the grant pre application, to enhance communications interoperability before during and after CBRNE event.		
Quantity:	20.00		

13 VHF Mobile Radios

20 VHF Portable Radios

Maximum reimbursed amount of:	\$75,000.00
In Kind Match required for Max:	\$11,250.00

Must be purchased, installed and receipts submitted to Walworth County Emergency Management by May 16th, 2011.

March 30, 2011



City of Lake Geneva
Attn: Dennis Jordan
626 Geneva Street
Lake Geneva, WI 53147

Program: League of Wisconsin Municipalities Mutual Insurance
Our Insured: City of Lake Geneva
Date of loss: 10/29/2010
Our Claim #: WI8 151026
Claimant: *Diana Sullivan*
129 S. Curtis Street, #912
Lake Geneva, WI 53147

1700 Opdyke Court
Auburn Hills, Michigan
48326
(248) 371-3100
(800) 225-6561
(248) 371-3091 fax
www.midwestclaims.com

Dear Mr. Jordan,

Midwest Claims Service, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance through which the City of Lake Geneva is insured. We are in receipt of the above-stated claim in which the claimant, Diana Sullivan, sustained bodily injury when she allegedly slipped and fell on the wooden walkway located near the ticket booth at Gage Marina. The claimant alleges that she slipped and fell on "deep frost" located on this wooden walkway as she was on her way to purchase a ticket for a boat ride.

We have completed our investigation of this claim and recommend that the City of Lake Geneva deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(1g). The disallowance of this claim will shorten the statute of limitations period to 6 months. The basis of this denial should be that there is no negligence on behalf of the City of Lake Geneva. To begin, we are unable to verify that the claimant truly fell on City property as there are no eye-witnesses to this alleged incident. Additionally, if it was proven that the claimant slipped on City property, the inspection for frost is not reasonable. Lastly, pursuant to the Lease Agreement with Gage Marina (page 5) the City is held harmless for any damage or injury arising out of the operation of any boats or equipment by Gage Marina from the Lake Geneva Piers. The claimant indicated that at the time of this incident she was walking to the ticket booth to purchase a ticket for a boat ride. It appears that this act could be considered part of the pier operations.

Please send your denial directly to the claimant at the above listed address. This denial should be sent certified or registered mail and must be received by the Claimant within 120 days after you received the claim. Please submit a copy of the disallowance to Midwest Claims Service, Inc.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Lowther'.

Jessica Lowther, SCLA
Senior Claims Adjuster

Enclosure

CC: R&R INSURANCE

CHANGE ORDER

AIA DOCUMENT G701

OWNER	<input checked="" type="checkbox"/>
ARCHITECT	<input checked="" type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>
FIELD	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

PROJECT: (name, address)	City of Lake Geneva Riviera Building Remodeling 810 Wrigley Drive Lake Geneva, WI 53147	CHANGE ORDER NUMBER: (4) Four
TO CONTRACTOR: (name, address)	Scherrer Construction Co., Inc. 601 Blackhawk Drive P.O. Box 740 Burlington, Wisconsin 53105	DATE: March 15, 2011
		ARCHITECT'S PROJECT NO: 1026
		CONTRACT DATE:
		CONTRACT FOR: General Construction

The Contract is changed as follows:

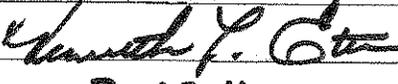
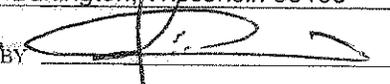
Deduct materials purchased through Scherrer Direct	DEDUCT (\$32,870.08)
--	----------------------

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was \$ **506,349.00**
 Net change by previously authorized Change Orders \$ **(71,814.37)**
 The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was \$ **434,534.63**
 The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of \$ **(32,870.08)**
 The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be \$ **401,664.55**

The Contract Time will be (increased) (decreased) (unchanged) by (0) days.
 The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

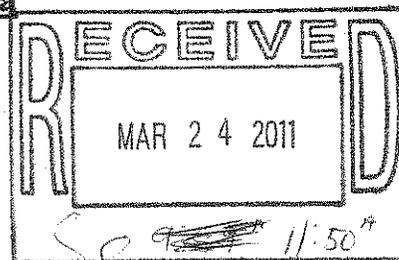
<u>McCormack + Etten Architects, LLP</u> ARCHITECT 400 Broad Street Address Lake Geneva, WI 53147	<u>Scherrer Construction Co., Inc.</u> CONTRACTOR 601 Blackhawk Drive; PO Box 740 Address Burlington, Wisconsin 53105	<u>City of Lake Geneva</u> OWNER 626 Geneva Street Address Lake Geneva, WI 53147
BY 	BY 	BY _____
DATE <u>3.18.11</u>	DATE <u>March 15, 2011</u>	DATE _____



CAUTION: You should sign an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

Proposal for The City of Lake Geneva

page 1 of 4



To: City of Lake Geneva
Date: March 24th, 2011
Re: Proposal for Veterans Park Concession
From: Rod Brenner, owner of Ro-Della, Inc.

I, Rod Brenner, owner of Ro-Della, Inc, agree to pay the City of Lake Geneva **\$1500.00** in one installment by the due date for the privilege of running the Veterans Park concession for the season of 2011. We agree to all of the conditions in the concession agreement from 2010 (page 2 and 3 of this proposal). But in addition, we will provide a **two million dollar** liability policy, whereas the City only requires a one million dollar policy, as shown in # 13 of the concession agreement.

Our intention is to provide top quality food products including hot dogs, pizza, chips, pop, water, Gatorade, ice-cream and candy, as the prior vendor did. We may expand on the menu once will get a feel for what the customers may prefer.

We will include a few tables and chairs by the concession stand for customers to sit down and eat their food in a charming and relaxed setting, if not provided by the City and if permissible.

We would like to share some basic information about our company with you:

***Ro-Della, Inc.** has been a family owned and run company for over 25 years with experience in the vending industry handling food products.

*We have an excellent reputation in the industry and take great pride in everything we do.

*Cleanliness and friendliness are our priorities.

*Being a family owned business, we also see the importance of setting a good example as role models to the children we sell to.

* In 2009 we held a permit with the City of Lake Geneva to sell ice-cream.

We would be very happy to receive this contract, and look forward to working with the City of Lake Geneva. The Food Management class required to run the concession is April 19th so we would be grateful, if awarded the bid, to hear as soon as possible so we can make our reservations for the course. We welcome any questions, and have included business and personal references in this proposal on page 4. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Rod Brenner".

Rod Brenner

CONCESSION AGREEMENT

page 2 of 4

Concession Agreement made on made on _____, between the City of Lake Geneva
("City"), and _____, ("Concessionaire"),

For valuable consideration, City grants to Concessionaire the privilege of operating a concession stand on park grounds of the City at Dunn Field and Veteran's Park to be located in the concession/bathroom building on the following terms and conditions:

1. Concessionaire agrees to pay the City the amount of _____, made in one installment by June 1st.
2. Concessionaire agrees to have the concession stand open during the spring and summer season (April 15th through September 15th), or later as mutually agreed upon by both parties. As a minimum, concessionaire shall establish, post and comply with, weekend and/or daily hours of business during seasonal organized sports activities.
6. Concessionaire agrees to supply for sale of sufficient vendible articles of a ballpark type and sufficient quantities to satisfy demands of patrons of the park at the times when organized sport activities are conducted until closing at the end of each season.
7. Concessionaire shall procure at his or her own costs and expense all necessary licenses and permits necessary for carrying out provisions of this contract.
8. Concessionaire shall provide adequate and appropriate containers which are not unsightly for the temporary storage of trash and garbage and provide, as necessary, for the regular pick up of such trash and garbage, and shall not permit any unattractive or unsanitary accumulation of trash, debris or litter on the premises hereto relevant at all times during which concessions are operated within the park. The piling of boxes, cartons, drums, cans or similar items, shall not be permitted outside of designated concession areas. The City shall be responsible for removal of the normal trash and garbage.
9. All notices and orders given to Concessionaire shall be sent to _____.
10. Prior to termination of this Agreement or on or before October 1st of _____, unless approved specifically by the City, Concessionaire shall remove from the concession stand at Veteran's Park all personal property, supplies, goods and effects. On his or her failure to do so, City, and/or its employees, officers and agents, may cause such removal to be made and the property, supplies, goods and effects shall be stored at cost and expense of Concessionaire. City may exercise lien rights thereon for cost and expense of such removal and storage.

CONCESSION AGREEMENT

page 3 of 4

11. Any permanent on-site improvements made during the course of the Agreement are to revert to the City at termination of the contract. Any City-provided improvements shall be operated and properly maintained by the Concessionaire.

12. The Concessionaire shall pay all license fees and taxes that may be imposed by any City, State or Federal authorities.

13. The Concessionaire will procure and maintain during the entire term of this Agreement, or any renewal or extension period thereof, a public liability insurance policy which covers liability for products made or sold by Concessionaire, with the City stated as an additional insured. Liability insurance shall be provided at all times in a minimum amount of One Million (\$1,000,000) Dollars single limits coverage, per person, and per occurrence, covering death, personal injury and property loss or damage.

14. The Concessionaire shall hold the City harmless from the payment of all claims or demands arising out of this Agreement. The Concessionaire shall indemnify the City from all suits or actions brought against the City or on the account of injury or damages received or sustained by any party or parties by or from the said Concessionaire, his servants or agents, in the exercise of the rights and privileges granted in this Agreement.

15. The City reserves the right to cancel or terminate this Agreement upon ten (10) days advance written notice.

CONCESSIONAIRE

CITY OF LAKE GENEVA

By: _____

By: _____

Attest:

By: _____

City Clerk

References for Rod Brenner

Ro-Della, Inc

page 4 of 4

Personal Refernces:

Jim Magee (Attorney)	Round Lake, IL.	847-546-5055
Chuck Smith (Attorney)	Waukegan, IL.	847-715-7700
Jim Russo (personal)	Round Lake Beach	847-546-0109
Don Bianchi (personal)	Texas	847-732-6246

Business References:

Tammie Carstensen	Harbor Shores in L.G.	262-248-9181
Jim Bozich	Lake Geneva Chevy	262-344-4999
Chad Bittner	Next Door Pub in L.G.	262-248-9551
Al Paas	Owens mall in L.G.	lives out of country
Terri	Prime Outlets in Kenosha	262- 857-3061 x 10
Debbie	Elk Grove Bowl	847-437-3393

CITY OF LAKE GENEVA

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LAKE GENEVA, WISCONSIN 53147
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www.cityoflakegeneva.com



DENNIS E. JORDAN
CITY ADMINISTRATOR

TO: MAYOR CONNORS AND COMMON COUNCIL

D E J **FROM: CITY ADMINISTRATOR, DENNIS JORDAN**

DATE: APRIL 11, 2011

RE: APPROVE AMOUNT TO BORROW

Background: The Common Council has discussed the capital projects and equipment that needs to be replaced at several meetings. Staff needs a definite amount to submit to Financial Advisors to begin the process of preparing a promissory note. There will be two parts to this memo. The first is listing the projects and equipment approved by the Common Council up to this point. The second will be exactly the same, except that the amount to be borrowed will be different because of an option I am presenting that the Council may wish to consider.

List of Projects and Equipment to be covered in the borrowing:

Aerial Truck -	Fire Department	\$875,000
Hose -	Fire Department	\$ 9,000
Replace Doors -	Fire Department	\$ 14,000
Bay Floor Repair -	Fire Department	\$ 21,000
Copy Machine -	Fire Department	\$ 5,000
Radio Replacement -	Fire Department	\$ 65,000
Storm Sirens (3) -	Emergency Government	\$ 68,460
Narrow Band - Sirens -	Emergency Government	\$ 30,323
2-Way for Sirens -	Emergency Government	\$ 17,195
Lap Top (MDC) -	Emergency Government	\$ 4,000
Storm Manhole Replacement -	DPW	\$ 60,000
Thermoplastic Lane Markings -	DPW	\$ 33,000
Alley Rehabilitation -	DPW	\$ 30,000
Street Program -	DPW	\$975,000
Curb & Gutter Replacement -	DPW	\$ 50,000
Crackfilling -	DPW	\$ 65,000
1070 Carey St. Roof Repair -	DPW	\$ 10,000
Retrofit Program - Doors -	DPW	\$ 5,000
Street Dept. Parking Lot Paving -	DPW	\$ 25,000

Mower 16 –City Golf Course Land - DPW		\$ 16,000
Park Mower - DPW		\$ 11,000
5-YD Plow Truck w/Plow - DPW		\$145,000
¾ Ton Trk w/Plow - DPW		\$ 30,000
1 Ton Trk w/Plow - DPW		\$ 35,000
1 Ton Truck - DPW		\$ 40,000
Brush Chipper - DPW		\$ 45,000
Sidewalk Grinding - DPW		\$ 30,000
NIMS Compliant Radio Replmnt - DPW		\$ 3,000
Trash Receptacles - DPW		\$ 2,000
Veteran’s Park Faucet Line Repair - DPW		\$ 8,000
Municipal Microwave Data Link -	Connectivity to City Hall	\$ 12,295.
Replace Hard Drive -	Council Chambers	\$ 1,875
Computer Replacement -	Council Chambers	\$ 6,248
Misc. Upgrades -	Video Room	\$ 2,268
Repeater -	Police Department	\$ 14,000
Squad Camera System -	Police Department	\$ 9,000
Taser System -	Police Department	\$ 10,000
Portable Light Tower (1/2) -	Police Department	\$ 3,500
Radio Replacement System -	Police Department	\$ 65,000
Computers -	Police Department	\$ 22,500
Computer Back Up System -	Police Department	\$ 8,000

Total: \$2,881,664

Option 1: I talked to Susan Hoeft, our TIF consultant, and she told me that legislation was passed 2 years ago which allowed certain vehicles to be purchased through TIF if they were employed in the TIF area. If the equipment was also used in other areas, one would have to determine a percentage that would justify its use in the area. Using a combination of square footage of retail space, assessed valuation and height of buildings, the City can justify using 43% of TIF money to pay for the aerial truck. Thus, the City could apply \$376,250 from TIF 4 towards the purchase of the aerial truck. By doing this, the amount that would be bonded for would be reduced to \$2,505,414

Recommendation: Decide the amount to borrow and direct staff to begin the borrowing process for a \$2,505,414 or \$2,881,664 promissory note, depending on the TIF contribution.

RESOLUTION 11-R22

A Resolution approving a General Development Plan (GDP) and Precise Implementation Plan (PIP), and authorizing issuance of a Conditional Use Permit for the operation of a Bed and Breakfast at 834 Dodge Street, Lake Geneva, WI 53147, Tax Key Number ZOP 00097

WHEREAS, the City Plan Commission has considered the application filed by Maureen Marks, 834 Dodge Street, Lake Geneva, WI 53147; and

WHEREAS, the City Plan Commission has also considered the General Development Plan and Precise Implementation Plan for the property located at 834 Dodge Street, Lake Geneva, WI 53147; and

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on March 21, 2011.

NOW, THEREFORE, BE IT RESOLVED that the General Development Plan and Precise Implementation Plan filed by Maureen Marks for the property located at 834 Dodge Street, Lake Geneva, WI, are hereby approved; and

BE IT FURTHER RESOLVED that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Maureen Marks, 834 Dodge Street, Lake Geneva, WI 53147, for the operation of a Bed and Breakfast at 834 Dodge Street, Lake Geneva, WI, Tax Key Number ZOP 00097, including all staff recommendations and the specification that paving in the parking area shall be completed by July 15, 2011.

Granted by action of the Common Council of the City of Lake Geneva this 11th day of April, 2011.

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk



1.1 GOALS AND GENERAL GUIDELINES

I. PURPOSE

The goals and guidelines policy, originally part of the 1997 Purchasing Policy, lays out the Administrative rules and regulations regarding the procurement of products, projects and professional services. The City aims to receive the maximum value for each public dollar spent.

II. DEPARTMENT RESPONSIBLE

The City Comptroller and City Administrator are responsible for ensuring that the policies set by the Common Council with regard to the expenditure of public funds are met by all City departments.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

GOALS

The basic goals for the City's purchasing are:

- A. To comply with the legal requirements of public purchasing.
- B. To assure vendors that impartial and equal treatment will be offered to all who wish to do business with the City.
- C. To receive maximum value for each public dollar spent.
- D. To provide City departments with required products, projects and professional services at the time and place needed in the proper quantity and quality.
- E. To purchase only products, projects and professional services for which funds have been approved.
- F. To control expenditures.

GENERAL GUIDELINES

These general guidelines should be considered Administrative rules and regulations and are to be adhered to by all departments in the procurement of projects, goods and services.

General Statement

The City in all purchasing decisions reserves the right to accept the bid of the lowest responsible bidder. The City reserves the right to reject any or all bids, except those bids covered by State Statutes for public contracts. The determination of the most beneficial bid shall be recommended to the Common Council which shall make the final decision when required. The Council decision shall take precedence over all other local standards or restrictions. No bid awarded on purchases over \$10,000 is final until formally approved by the Common Council.

Local Buying

It is the desire of the City to purchase from local vendors whenever possible. This can be accomplished by ensuring that local vendors are included in the competitive shopping process. The City has a responsibility to its residents however, to ensure that the maximum value is obtained for each public dollar spent. It is assumed that local vendors who wish to do business with the City will offer the lowest possible quote for the item being purchased. Departments shall use due diligence in identifying local vendors who offer the particular products, projects or professional services being sought, and bids shall be sought from all local vendors who have been so identified.

Planning

Planning for purchases shall be done on both a short-term and a long-term basis. Small orders and last minute purchases and services must be in larger quantities in order to obtain the maximum discounts possible. Planning will also cut down on the number of trips required to obtain materials and minimize the amount of clerical supervisory time spent on documenting purchases. The purchasing process begins with the preparation of the Annual Budget.

Standard Payment Terms

The City's standard payment terms are net 30 days. This is to minimize prepaid checks. A list of allowable purchases for prepayment are listed in section 1.7 of this policy manual.

Overdrafts Prohibited

No purchase will be authorized which would overdraw a budgetary account. Department Heads who are contemplating a purchase that will exceed a budgetary account shall contact the City Administrator or City Comptroller to ensure that provision is made for the necessary budget allocation prior to initiating the purchase. All expenses that are unbudgeted shall be approved by the Common Council, as shall all expenses made from any fund's contingency account. The City Comptroller will provide Department Heads with budget reports monthly to help minimize risk of overdrafts. Reports will be provided to the Common Council on a quarterly basis.

Buying Proper Quality

Quality and service are just as important as price and it is the duty of the requisitioning department to secure the best quality for the purpose intended. Quality buying is the buying of goods or services that will meet, but not exceed, the requirements for which they are intended. In some instances the primary consideration is durability. With other purchases, it may be a question of immediate availability, ease of installation, frequency of repair or efficiency of operation that must be given primary consideration. In the case of motor vehicles and other capital expenditures, departments may want to investigate life cycle costs or EPA mileage ratings to compare bids as opposed to utilizing the price as the criterion for determining the lowest responsible bidder. It is the responsibility of each Department Head to become familiar enough with the available equipment to determine the appropriate quality required in order to develop specifications.

Sales Tax

The City is exempt from paying all state sales taxes or Federal Excise taxes. The City Clerk can provide the necessary exemption documents to any vendor upon request.

Public Access

All specifications, bid documents, purchase orders and supporting documents are public records which will be made available to citizens, vendors or the media, upon request. All originals of documents are to be forwarded to the City Clerk's Office for final storage.

Endorsements

It is City policy not to endorse or in any way permit an employee's name, position, or the City's name to be used and advertised as supporting a product or vendor.

Personal Purchases

Purchases for employees by the City are prohibited. City employees are also prohibited from using the City's name or the employee's position to obtain special consideration in personal purchases.

Failure to Comply with Procedures

Employees who fail to follow the bidding procedures shall be disciplined. Repeated failure to follow the bidding procedures or the purchasing policies in general shall be grounds for disciplinary action up to and including termination.

Uniform Commercial Code Compliance

Contracts and purchases made by the City may be governed by the Uniform Commercial Code. This Code may impact the departments particularly in the area of inspection, testing or problem resolution. The City Attorney shall be contacted regarding compliance with the Uniform Commercial Code.

Compliance with Ethics Laws

Public officials and employees of the City shall comply with all federal, state and local laws regarding conflict of interest as well as ethics regarding all purchasing decisions.



1.2 PURCHASING PROCEDURES

I. PURPOSE

This policy aims at regulating the degree of formality to be followed in the purchase of goods and services, depending on the costs of the items to be purchased.

II. DEPARTMENT RESPONSIBLE

The City Comptroller and City Administrator are responsible for ensuring that the policies set by the Common Council with regard to the expenditure of public funds are met by all City departments.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

PURCHASING PROCEDURES

The splitting of purchases into smaller orders to avoid these requirements is strictly prohibited. Good documentation and using extra caution to ensure that all vendors are treated fairly is in the City's best interest. The best advice in purchasing is to have a good paper trail and to treat all vendors fairly. All purchase orders are made via Municipal Software Incorporated (MSI) software.

Purchases Under \$500

Department Heads are authorized to issue a purchase order directly to vendors for any purchase in the amount of \$500 or less that is in the departmental budget. The Department Head need not secure the approval of the City Administrator in order to make purchases in this price range; however, each Department Head shall be required to obtain the approval of the City Administrator for any payments to be made payable to the Department Head. The City Administrator can reduce the amount that requires his/her approval for any department. It is the responsibility, however, of each Department Head to ensure complete control over this segment of the purchasing process. Department Heads shall designate employees who will be allowed to make purchases and to provide control procedures to ensure that all purchases are for legitimate public purposes, that monthly statements from vendors are reconciled, and that all purchases are accounted for.

Purchases from \$500 to \$2,500

For purchases less than \$2,500, the quotations may be obtained over the telephone utilizing the Telephone Quotation form. Before submitting a purchase request order, Department Heads must obtain three (3) or more quotations for the goods or services required. It is the responsibility of the Department Head to ensure that the appropriate quotation form has been completed correctly and that funds are available in the appropriate account.

If Department Heads are unable to secure three quotations, a notation explaining why less than three qualified vendors were available shall be made on the form, attached to the purchase order and forwarded to the City Administrator. The practice of "auctioneering" (disclosing to a vendor the price quoted by competitors) shall be cause for disciplinary action against an employee and cause for an ethics hearing against elected officials.

Purchases from \$2,500 to \$10,000

For purchases over \$2,500, a written Request of Quotation form must be mailed, emailed or faxed to the City Administrator. The purchase order awarding the purchase to the lowest responsible bidder shall then be forwarded to the City Administrator for his/her approval. The Mayor shall be empowered to act for the City Administrator in his/her absence.

Purchase requests for goods or services having a value of \$2,500 to \$10,000 must be submitted for approval by the City Administrator prior to placing an order with a vendor. Before submitting a purchase order, Department Heads must obtain three (3) or more quotations for the goods or services required. It is the responsibility of the Department Head to ensure that the appropriate quotation form has been completed correctly and that funds are available in the appropriate account.

If Department Heads are unable to secure three quotations, a notation explaining why less than three qualified vendors were available shall be made on the form, attached to the purchase order and forwarded to the City Administrator. The practice of "auctioneering" (disclosing to a vendor the price quoted by competitors) shall be cause for disciplinary action against an employee and cause for an ethics hearing against elected officials.

Purchases in Excess of \$10,000

All purchases over \$10,000 must be approved by the Common Council at a public meeting. Department Heads anticipating the purchase of goods or services exceeding \$10,000 in value shall prepare specifications based upon standards appropriate to meet the City's needs. Specifications shall be forwarded to the City Administrator for review, comment and approval.

Department Heads shall submit a list of such vendors along with the specifications. The list of vendors is comprised of those firms who have submitted financial and other information to the City to show their viability as a company and ability to perform the work requested in the specifications. To become pre-qualified, a firm must request an application packet for bidding of projects in the City of Lake Geneva. All firms interested in bidding municipal projects within a given year must complete and return this application packet on an annual basis. Once approved and on file with the City as a pre-qualified vendor, a firm may bid on advertised City projects. If the vendor applies and does not meet the City's qualifications, the City will not send the vendor a bid package, and if the firm submits a bid, the bid will not be opened or accepted. The City will provide advance notification of pending bids for projects included in each pre-qualified vendor's classification.

Upon City Administrator approval, the Department Head will then prepare the necessary bid package, public notices and advertisements to meet the City purchasing policy and will also send bid invitations to pre-qualified vendors via the U.S. Postal Service, e-mail or fax. A bid packet containing a bid invitation, specifications, and general bid documents will be sent to these vendors, as well as those that respond to the legal notice. When State prevailing wage requirements apply for projects over \$25,000, the City will incorporate conformance into bidding advertisements.

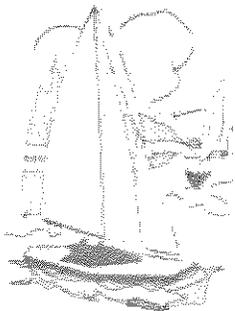
Formal bids will be advertised at least ten (10) business days prior to the bid opening date. The bid invitation shall be submitted to the City Clerk by 9:00 a.m. the day before the required advertisement date. Vendors shall be directed to submit bids to the City Clerk who, upon receipt, shall date and time stamp the unopened bids and maintain those materials in a designated location in his/her office until the time of the bid opening. All bids shall be opened and read aloud by the City Clerk at the date and time specified in the bid notice and in a location at City Hall accessible to the public. The City reserves the right to refuse to open any bid received without pre-qualification approval, and any such bids that are opened shall not be awarded until the vendor has qualified. If a vendor submits a bid and has not applied for prequalification, the vendor will be given ten business days to become prequalified.

After bids are opened, they will be turned over to the Department Head for review. The Department Head will prepare a written tabulation of all bids and draft a memorandum to the City Administrator, which will include the Department Head's recommendation for the bid award. The recommendation made by the City Administrator to the Common Council shall include the acknowledgment (signature) of the City Comptroller that funds are available, as well as that of the Department Head who is seeking the expenditure. In the event that only one bid is received, the Common Council may choose to either accept the bid or leave the bid unopened and authorize a re-advertisement for bids.

In accordance with Section 62.15, Wisconsin Statutes, the City must accept the lowest responsible bid for public works projects over \$25,000. For all other projects, the award will normally be made to the low bidder meeting specifications. However, there may be instances when accepting the low bid is not in the best interest of the City. When such a situation arises, it is incumbent upon the Department Head to thoroughly document the reasons why the low bidder should be disqualified or not selected. The City reserves the right to select a vendor based upon past service and experience with the vendor.

Telephone Quotation Form

Date	Time	Vendor	Contact Name	Contact Phone	Item	Quote	Notes



CITY OF LAKE GENEVA

626 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147
(262) 248-3673 – Fax (262) 248-4715
www.cityoflakegeneva.com

SUBJECT: 2011 Vender Pre-qualification Packet

Dear Vendor:

Attached please find the pre-qualification application packet for doing business with the City of Lake Geneva (City). If your firm is interested in bidding municipal projects this year, please complete and return these confidential documents prior to March 31, 2011. Bids received for projects without pre-qualification approval may not be opened, and if opened, will not be awarded until qualified within ten (10) business days.

Once on file with the City as a pre-qualified vendor, it is the City's intention to provide advanced notification of pending bids for projects included in your classification. Pre-qualification also streamlines the evaluation, recommendation, and bid award process.

The City requires any firms which are pre-qualified to provide continuous information which may affect its qualified status. Examples of such information include but are not limited to bankruptcy, lawsuits, referrals to Attorney General or District Attorney, and failure to complete projects.

Thank you for your interest, and if you have any questions, please call.

Sincerely,

Daniel S. Winkler, P.E.
Director of Public Works

Class of Work Application

Date: _____

To: Daniel S. Winkler
Director of Public Works
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Firm: _____

Representative: _____

Address: _____

City, State, Zip _____

Telephone: _____ FAX: _____

Email: _____

Class of Work: (Please check each type that applies.)

	Requested	Approved
Concrete/Asphalt	_____	_____
Electrical	_____	_____
Excavation	_____	_____
Fencing	_____	_____
Fire Protection	_____	_____
General (incl. buildings)	_____	_____
HVAC	_____	_____
Landscaping	_____	_____
Painting	_____	_____
Sewer	_____	_____
Water/Plumbing	_____	_____
Other _____	_____	_____

Approved as Qualified: _____ Date: _____

Date: _____

To: Daniel S. Winkler
Director of Public Works
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

SUBJECT: Submission of Pre-qualification Forms for the Year 2011

Dear Mr. Winkler,

Submitted herewith please find our pre-qualification statement application and class of work application for your consideration in determining whether our firm is qualified and capable to bid, perform and furnish the necessary labor, materials, and skill on the basis of our work record, experience, equipment, and staff as required to enter upon and complete those various types of projects indicated below as may be awarded by the City of Lake Geneva, referenced herein as "City," during the current calendar year.

It is understood that the determination and decisions of the City with regard to qualifications shall be final, and further, that the information herein will be considered confidential. The City also expressly reserves the right and may reverse its findings later in the year.

It is further understood that the undersigned firm is under a continuing obligation to report to the City any circumstances which, may affect the "qualified" status. Examples include but are not limited to bankruptcy, notices of claims, Attorney General or District Attorney referrals, lawsuits, and failure to complete projects. Failure to provide such an update may result in the City rescinding the "qualified" status for that reason alone.

Sincerely yours,

Officer

Firm

PRE-QUALIFICATION APPLICATION

1. Firm Name: _____

Address: _____

City, State, Zip: _____

Telephone: _____ FAX: _____

2. How many years has your firm been engaged in business? _____

3. How many years has your firm been engaged in business under its present firm name?

4. How long has your firm been under current ownership? _____

5. Type of Firm: _____
(corporation, partnership, sole proprietorship, etc.)

Date of Incorporation: _____

State of Incorporation: _____

President/Partner: _____

Vice President/Partner: _____

Secretary/Clerk: _____

Treasurer: _____

6. Have you ever failed to deliver a product or complete any services/work awarded to you? YES NO

7. Have you ever defaulted on a contract? YES NO
If yes, attach statement describing where and why.

Provide information for Questions 8-18 on separate sheets.

8. List and name of project, Owner, Architect-Engineer, contract amount, percent complete and scheduled completion date of the projects your firm has in progress on this date.

9. List and name of project, Owner, Architect-Engineer, contract amount, and date of completion of the projects completed by your firm in the past five years involving similar work.

10. A statement of background and experience of the principal members of your staff, including officers.

11. List the trades and percentage of work that you normally handle with your own crews and do not sublet.

12. Furnish **CURRENT** written evidence from banks as to lines of credit available and amounts previously extended.

13. List a minimum of five (5) trade references.

14. List applicable industry certifications.

15. List bonding company, agent, address, and telephone number.

16. List name of insurance company, agent, address, and telephone number. (Certificate of Insurance must be provided if awarded contract.)

17. Attach a copy of the latest dated regular Financial Statement of your firm which shall contain the following items:

Current and Total Assets:

- A. Cash
- B. Accounts Receivable
- C. Real Estate Equity
- D. Other

Current and Total Liabilities:

- A. Accounts, notes, and Interest Payable
- B. Other Liabilities
- C. Accrued Payroll Taxes

NET WORTH: _____

18. Additional information may be submitted if desired.

19. Dated at _____

this _____ day of _____, 20_____.

Name of organization _____

By (signed) _____

State of _____

County of _____

_____, being duly sworn, says that he/she is

_____ of

(Title)

(Name of Organization)

and that the answers to the foregoing questions and all statements contained herein are true and correct.

NOTARY PUBLIC: Subscribed and sworn to before me this

_____ day of _____, 20_____.

_____ Notary Public,

_____ County, _____

My commission expires: _____

REFERENCE REQUEST

1. Name: _____

Contact: _____

Address: _____

Phone: _____ FAX: _____

2. Name: _____

Contact: _____

Address: _____

Phone: _____ FAX: _____

3. Name: _____

Contact: _____

Address: _____

Phone: _____ FAX: _____

4. Name: _____

Contact: _____

Address: _____

Phone: _____ FAX: _____

5. Name: _____

Contact: _____

Address: _____

Phone: _____ FAX: _____



1.3 SPECIAL PROCUREMENT REQUIREMENTS

I. PURPOSE

This policy provides guidelines for the occasions where the City may need to purchase goods or services under circumstances which do not clearly fit the patterns of normal public procurement and for which normal competitive shopping procedures do not apply.

II. DEPARTMENT RESPONSIBLE

The City Comptroller and City Administrator are responsible for ensuring that the policies set by the Common Council with regard to the expenditure of public funds are met by all City departments.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

SPECIAL PROCUREMENT REQUIREMENTS

Sole Source

In the event that there is only one vendor capable of providing a particular good or service, then the competitive shopping procedures outlined in this manual may be waived by the City Administrator. Whenever a Department Head determines that he/she must purchase goods or services from a "sole source vendor", the Department Head shall document why only one company or individual is capable of providing the goods or services required. The documentation shall be attached to the purchase order.

Cooperative Procurement Programs

Department Heads are encouraged to use cooperative purchasing programs sponsored by the State of Wisconsin or other jurisdictions. Cooperative purchasing can prove advantageous to the City by relieving Department Heads of the paper work necessary to document the purchase and by taking advantage of the large quantity purchases made by State Government. Purchases made through these programs have met the requirements of competitive shopping and require no further documentation. Department Heads are encouraged to check with the State regarding cooperative procurement contracts in effect prior to making any large purchase. Any purchase made over \$2,500 shall include the price from the State bid list, if available.

The City Clerk shall maintain a listing of all commodities and products available on the State Cooperative Purchasing Program (Vendor.Net). The City Clerk will also furnish to the departments the listing of state bid items as they become available to the City.

The departments are also authorized to purchase items from the State Surplus Property Unit as sole source purchases.

Professional Services

Normal competitive procedures cannot always be utilized in securing the professional services such as attorneys, engineers, certified public accountants, planners, and other professional people who, in keeping with the standards of their discipline, will not enter into a competitive bidding process.

A Request for Proposal (RFP) can be prepared much the same way as specifications including requirements and minimum standards for the services to be provided. RFP's shall be submitted to the City Administrator for review and approval prior to distribution. When an RFP for professional services is approved, a limited number of qualified professionals known to the City will be invited to submit a proposal setting forth their interest, qualifications, and how they can meet the City's needs. In securing professional services it is the primary goal of the City to obtain the services of a professional who has a proven record of providing, in a professional way, those services required. A contract will be negotiated with the professional deemed to best meet the City's needs.

Maintenance and Service Contracts

Long term maintenance and service contracts shall be awarded after receiving at least 3 competitive bids. In securing professional services it is the primary goal of the City to obtain the services of a professional who has a proven record of providing, in a professional way, those services required. City staff will check and verify references for any new vendor prior to Council action on these contracts. A contract will be negotiated with the professional deemed to best meet the City's needs.

Emergency Purchases

The bid procedures outlined in this manual may be waived under emergency conditions when a delay may threaten the basic mission of a department. True emergency situations are rare. Occasionally, equipment will require emergency repairs or other circumstances will necessitate emergency purchasing which cannot await compliance with these regulations. Department Heads faced with an emergency purchase are to notify the City Administrator as quickly as possible.

Starting Banks

Petty cash accounts are prohibited, with the exception of the Police Department and Lake Geneva Public Library. Some departments may have a cash drawer starting bank with its primary use for making change. All reconciliations and reports shall be submitted to the Treasurer on a monthly basis by no later than the fifteenth (15th) day of the following calendar month.

Purchase of Used Equipment

While new equipment is preferred, used equipment should be considered:

- A. When price is of prime importance and the difference in cost between new and used is significant.
- B. Where equipment will be used infrequently, for a limited time, for training or for auxiliary operations.
- C. When better delivery is essential.

The purchase of used equipment requires careful shopping and the requisitioning department shall make every effort to secure a warranty or guarantee that the equipment will perform as needed and that service or replacement parts are reasonably available. The purchase of used equipment shall follow all procedures outlined in Article 3.

Recycled Materials

When and where feasible, the City of Lake Geneva shall give consideration in its bidding and purchasing procedures for products manufactured using post-consumer recovered materials. The quantity of recovered materials used in the final product shall be comparable with products made from virgin materials. Departments are urged to incorporate into specifications the use of recycled materials whenever possible.

The City may give preference to products that contain recovered materials, providing the bid or purchase price does not exceed the lowest price by more than two and one-half percent (2½%) or \$2,500, whichever is less.

Purchase of American Products

The purchasing department is encouraged to select products manufactured, assembled or produced in the United States if the quality and price are comparable with other goods.

Insurance Requirements

The following provisions apply to all purchasing.

- A. The specifications for any construction or service contract shall include the insurance requirements as established by the City. Any bid not in compliance with those requirements shall be considered non-responsive.
- B. The City Clerk shall review the recommended bidder's insurance documentation to determine compliance prior to approval by the Council if possible. If the review can

only be completed after Council approval, the contract shall not be awarded until compliance is determined. If insurance compliance problems develop after the contract has been approved, then the City Attorney shall be contacted to determine what options exist.

Compliance with Other Regulations

If the project, item or equipment is being funded by a federal or state grant and/or federal or state regulations would be in conflict with these policies, then the federal or state requirements would apply. In all instances the City shall comply with state and federal laws regarding purchasing.

Complaints

It is anticipated that complaints about the City's purchasing and purchasing policies shall be placed in writing and investigated by the City Administrator. In order to ensure that the complaints are handled in the most appropriate manner, the City Administrator shall investigate all complaints and report the results of the investigation to the Finance, License and Regulations Committee, the Common Council, and complainant.

Credit Card Policy

City of Lake Geneva credit cards are to be used for reservations, items where it is in the best interest of the city to purchase online because of cost savings, and for limited purchases when the Department Head deems it necessary. After making a credit card purchase, the Department Head must submit an itemized receipt showing the item purchased by the credit card, general ledger account the payment is to come from, and Department Head's approval to the accounting office. Once the credit card bill is received by the accounting department, receipts will be matched to the bill. No payments will be made without accompanying approval by the Department Head. Credit card bills may be pre-paid in order to avoid finance charges. A packing slip shall also be included with receipt submission when applicable.



1.4 BIDDING SPECIFICATIONS

I. PURPOSE

This policy provides specifications regarding formal competitive bidding.

II. DEPARTMENT RESPONSIBLE

The City Comptroller and City Administrator are responsible for ensuring that the policies set by the Common Council with regard to the expenditure of public funds are met by all City departments.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

SPECIFICATIONS

Formal Competitive Bidding

When goods or services are bought under the formal competitive bidding process, specifications must be prepared. Specifications, regardless of the type, shall do four things:

- A. Identify minimum requirements;
- B. Allow for a competitive bid;
- C. Be capable of objective review; and
- D. Provide for an equitable award at the lowest possible cost.

General Guidelines

Specifications should promote competition. Specifications shall be written with clear, simple language, free of vague terms or those subject to variation in interpretation.

If the specifications include optional goods or services that all vendors may not meet, then they need to be separately identified on the bid specifications so that the base cost of the bid can be clearly identified compared to the cost of the options. If options are included in the bid, then a bid tabulation report shall identify the different costs of the options.

Types of Specifications

There are several ways of structuring specifications to protect the integrity of the purchasing process and to ensure that the needs of the City are met. Different methods of structuring specifications include:

- A. Qualified Products or Acceptable Brands List. These lists are developed only where it is not possible to write specifications adequate to identify the quality and performance required of the goods or services to be purchased. Acceptable brand lists are also used when tests necessary to determine compliance with technical specifications are lengthy, costly or require complicated technical equipment.
- B. Specification by Brand or Trade Name. Brand names or trade names may be used to establish a baseline for comparison of the quality of alternative company products. Whenever this method of establishing specifications is used, the specifications shall specifically provide for bidding of competitive or equal grades. Vendors who bid on goods of supposed equal quality to those specified would be required to document that such goods are of equal or superior quality.

- C. Specifications by Blueprint or Dimension Sheet. Specifications of construction projects for everything from buildings and streets to custom built cabinets, furniture, machines or other equipment shall be written to reference the blueprints or dimension sheets prepared by the engineer or architect. Such specifications provide an appropriate method of evaluating all bids, and later of verifying the quality of the construction work or the equipment or fixtures delivered.
- D. Specifications by Chemical Analysis or Physical Properties. Specifications which include the chemical analysis or physical properties of the goods requested clearly place responsibility on the supplier to provide exactly those items requested. Again, care must be taken in preparing specifications utilizing this method to ensure that competition remains a part of the bidding process. If the specifications are drawn too narrowly and only one bidder is qualified to meet the technical specifications, the cost of obtaining these items may be higher than necessary due to the lack of competition.
- E. Specifications by Performance Purpose or Use. Specifications which include a set of performance criteria for the goods or services required will provide flexibility for vendors to design products or programs specifically aimed at meeting the purpose or performance standards the City has established. Generally, specifications which center on performance standards generate a great deal of competition since they allow vendors to exercise some creativity in the types of services or goods included in their bids. Department Heads are cautioned to exercise care by including some specific technical specifications which will provide a floor or bottom line quality determination. The use of performance specifications without minimum standards could result in items being installed, paid for, and later determined not to meet City expectations. It can then be very difficult to go back to a vendor and argue that the item bid did not meet the performance criteria established. At that point the determination of satisfactory performance can become extremely subjective, with the vendor insisting that his/her item is acceptable even though actual experience indicates otherwise.
- F. Specifications by Identification with Industry Standards. Specifications will often refer to industry-wide standards or the standards set by other public jurisdictions. Some examples of these would be lumber grading, standards set by the asphalt or concrete industries or by referencing standard specifications of the Wisconsin Department of Transportation or other State or Federal agencies.
- G. Specifications by Samples. Whenever appropriate, a sample is always a good way to make your requirements perfectly clear. A good example would be printing bids for which art work or an existing form would be attached. Whenever samples are utilized, Department Heads shall provide an adequate supply so that originals can be sent with all bid invitations and some maintained in the file for vendors who request bidding.



1.5 DELIVERY, PERFORMANCE AND INSPECTION

I. PURPOSE

This policy establishes the delivery, performance and inspection expectations and procedures of goods and services purchased by the City.

II. DEPARTMENT RESPONSIBLE

The City Comptroller and City Administrator are responsible for ensuring that the policies set by the Common Council with regard to the expenditure of public funds are met by all City departments.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

DELIVERY AND PERFORMANCE

A contract or purchase order that is complete in all respects and that is accepted by the parties concerned still must produce the intended results or objectives before it can be considered a successful or completed purchase. The terms and conditions must clearly define the delivery and performance requirements of the services, supplies or equipment.

The importance of the delivery schedule shall be emphasized to the vendor. Delivery requirements must be clearly written and fully understood by all contract participants. If several items are required by the contract, there may be a different delivery schedule for each transaction, such as receipt of order by the vendor. It is also important that the Department clearly show the place for delivery and the receiving time schedule at the delivery points. If there are liquidated damages for non-delivery or late delivery, call these terms to the attention of the vendor and stress their importance. All parties should know where the material will be accepted – f.o.b. (free on board) origin or destination. The City declares f.o.b. destination as the preferred method. In determining delivery locations, the Department shall analyze each specific location in respect to product, cost, timeliness and other relative factors. If the shipment is “f.o.b. destination,” the vendor is responsible for assisting with the settlement of the claim and for full replacement of the damaged items. Payment will be withheld until the claims are settled.

FOLLOW UP AND EXPEDITING

Follow-up normally applies to the monitoring of the delivery schedules to assure compliance. Expediting, in the purest sense, involves an attempt to improve or to reduce the contractually stipulated delivery time for various reasons, and the vendor is not legally obligated to comply.

The primary objectives of the follow-up function are:

- A. To assure full compliance by the vendor;
- B. To develop documentation for future evaluation of the vendor's performance.

The early detection of possible delivery delays will provide the City with a greater opportunity for resolving the problem and for developing satisfactory alternatives. The initial follow-up action would be to reaffirm the delivery schedule and to establish proper liaison with the seller's representative. If delivery problems do develop, contact the vendor for assistance.

DELINQUENT DELIVERIES

When follow-up efforts have failed and the deliveries have become delinquent, one of two actions must be taken:

- A. Authorize additional time for delivery; or
- B. Consult with City Administrator and Attorney prior to cancelling order and seeking other sources.

In making the decision as to which of these actions shall be taken, several factors must be considered:

- A. Needs and requirements of the City;
- B. Agreements with the vendor;
- C. Availability of the items and cost from other sources; and
- D. The time it would take for delivery if reordered from another source.

In all cases, the reasons for delinquent deliveries shall be documented. The reasons shall be entered into the MSI software's Vendor Comments section as well as placed in the vendor A/P file. This information may be needed in evaluating future bids submitted by that particular vendor.

PARTIAL DELIVERIES

It is the City's practice to pay for purchased items only upon the complete delivery of the total order.

SUBSTITUTION

To meet the contractual delivery schedule, it may be appropriate in some situations to consider substitute items. The specifications shall cover this eventuality and would govern the legality of the transaction. However, substitutions may be necessary, regardless of the specifications, if it is absolutely necessary for the City to have the material by a specific date. Other reasons for substitution may be design changes, raw material shortages, and health and safety priorities.

Whenever substitutions are necessary, due to shortcomings of the vendor, it is the responsibility of the purchaser to seek the best value when substituting items. This action will serve to meet the legal requirements of the contract and to discourage future substitutions by the same vendor. In addition, this action will serve notice on the other bidders that no favoritism was shown and that compliance with specifications is expected from all vendors.

NONPERFORMANCE

Should the vendor fail to meet any requirement of the specifications, the vendor can be cited for nonperformance. The seriousness of nonperformance must be evaluated based on the circumstances surrounding each violation. However, there should always be some recourse to the City when a vendor fails to perform, in accordance with the terms and conditions. These include:

- A. The City may exercise its rights under a liquidated damages clause or under the terms of a performance bond.
- B. The City may obtain the needed items from another source and charge the delinquent vendor the excess difference in cost. A revised delivery schedule with the vendor may be the best remedy.
- C. The City may terminate the contract for default if it is in the best interest of the City and provided that the items can be obtained under more favorable conditions from other sources.
- D. The City Administrator shall be notified in writing by any department that experiences nonperformance problems.
- E. In some instances, recourse in the case of nonperformance in connection with the purchase of goods may be governed by the Uniform Commercial code concerning rejection, revocation of acceptance, and the seller's right to cure with respect to defective or nonconforming goods.

INSPECTION

Human lives as well as the success of expensive projects may depend upon how well the purchased items meet the design and performance specifications included in the bid package. Goods and materials shall be checked at the time of receipt to detect any damage or defects. The inspection also includes assuring that material is in compliance with the specifications.

A variety of tests may be conducted as a necessity for determining if the merchandise meets specifications. Certain forms of inspection and testing will only be conducted on a percentage of the items, as the procedure followed may make the items unusable. Inspection and testing may be performed at origin or destination. These tests are classified as sampling, chemical/lab, functional, and endurance tests. In some cases a certification of compliance will be accepted. All requirements for inspection and testing must be clearly stated in the specifications. Both inspection and testing are costly, but the benefits far outweigh the expense when defects can be detected before they cause loss of life, injury or equipment failure. Inspection, testing and acceptance are conclusive, except for latent defects or fraud.

Reports, Rejection and Return Authorization

Whenever an inspection is performed, all reports to properly support claims or actions must be thoroughly documented. Sufficient time should be scheduled to allow for an inspection immediately upon arrival of the goods, taking into consideration required tests as necessary.

Goods shall be inspected for damage, quantity, quality, price, and for all other requirements listed in the specifications. A copy of the inspection report will normally be used to substantiate payment for the goods and verification of receipt.

In the event of rejection, for whatever purpose, certain steps must be taken to inform and to protect the rights of the vendor as well as of the City. Reasons for rejection must be listed and these reasons shall reference specific requirements of the contract.

Damage during Shipment

One of the major reasons for inspection at the time of receipt is to detect any visible damage. It's important that all damage be completely described on the receiving report. Any evidence of concealed damage shall also be noted at this time. This notation is necessary to support the filing of damage claims against the carrier. The carrier shall be notified immediately, and a joint inspection should be scheduled with the carrier's representative.

When it is apparent that the extent of the damage causes the goods to be worthless, they shall not be accepted.

Latent Defects

Latent defects may be the result of damages in transit or of failure of the manufacturer to conform to specifications. Consequently, it is sometimes very difficult to fix responsibility for the defective material. If the carrier is suspected to be the one at fault, then the carrier's representative should be invited to come in for a joint inspection. Subsequently, a claim describing the situation shall be filed with the respective carrier.

A similar procedure shall be followed if the vendor/manufacturer is suspected to be at fault. The importance of "f.o.b. destination" shipments shall be reiterated at this point, for on such shipments, the vendors are responsible for rectifying the situation or for correcting the defect. If specific liability for the defect cannot be determined between the carrier, the vendor, or the manufacturer, the City may have to file a claim against all parties, seeking their cooperation in resolving the situation.



1.6 DISPOSAL OF SURPLUS GOODS

I. PURPOSE

The City is interested in full realization of the value of goods it purchases. This policy is aimed at making sure all surpluses are disposed of to the economic advantage of the City.

II. DEPARTMENT RESPONSIBLE

The City Comptroller and City Administrator are responsible for ensuring that the policies set by the Common Council with regard to the expenditure of public funds are met by all City departments.

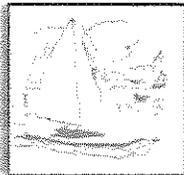
III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

DISPOSAL OF SURPLUS GOODS

Goods can become obsolete or wear out and, occasionally, it turns out they are overstocked. Changing technology, accumulation of "waste," and fulfillment of the "useful" life of goods makes the activity of handling surplus inevitable. Competitive bidding on surplus, obsolete or usable goods is required. This may be achieved through sealed bids, auction or open market sales. All items sold via competitive bidding shall be sold on an "as is" basis with no expressed warranty. The disposal of all goods requires the approval of the Common Council. All proceeds from the sale of surplus goods shall be returned to the General Fund.



1.7 ACCOUNTS PAYABLE

I. PURPOSE

This policy sets the procedure for writing and disbursing regular and prepaid checks.

II. DEPARTMENT RESPONSIBLE

The City Comptroller and City Administrator are responsible for ensuring that the policies set by the Common Council with regard to the expenditure of public funds are met by all City departments.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

ACCOUNTS PAYABLE

Accounts Payable Regular Check Policy

Any AP invoices not defined in the Prepaid Check Policy shall be considered under this Regular Check Policy. Checks are written and mailed out the day after each Common Council meeting where they are approved for disbursement.

TIMING:

All invoices and request for checks must be submitted to the Accounting Department by noon on the Monday of the week before the regular Council meeting. Invoices that must be approved by the Police & Fire Commission or the Library Board must be received in Accounting by the Friday before the scheduled meeting. Any exceptions to this must have written approval by the Comptroller. It is strongly encouraged to submit invoices on an ongoing periodic basis to eliminate the flood of invoices submitted right before due dates.

CODING:

Invoices submitted must be stamped with the A/P stamp and coded. Coding includes highlighting the invoice number, invoice date and amount to be paid. This eliminates any confusion when entering the invoice into the A/P system. Completing the stamp information will include the account number(s) to be charged and a brief description of the purchased item(s). When multiple items are listed on one invoice, use the descriptions of the most expensive items. If a Purchase Order was issued for this purchase, it should be noted on the stamp. Any packing slips should be attached to the invoice. The Accounts Payable files are the official City files for purchases and all pertinent documentation should be attached. These files are retained for at least seven years. After the retention period has passed and the documents are determined to be obsolete, these files shall be disposed of in a secure manner.

The A/P stamp is below:

DATE APPROVED _____
APPROVED BY _____
ACCOUNT #(S) _____
DESCRIPTION _____
PO # _____

APPROVALS:

All bills must be approved by the Department Head. By approving the invoice, you are attesting that the item was received in good condition and that the correct price was charged. The City Purchasing Policy must be followed as to the requirements for quotes, Purchase Orders, and Administrator approval. If a check is needed but no invoice is available, the "Request for Check" form should be used. All supporting documentation should be attached.

No checks will be cut from Statements. Only original invoices are to be submitted for payment. If a remittance envelope comes with the invoice, the envelope should be submitted along with the invoice to the Accounting Department. Duplicate copies of invoices are not necessary, and they should be destroyed.

Accounts Payable Prepaid Check Policy

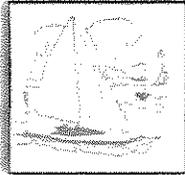
Prepaid checks are those items for which payment is required sooner than the two (per month) regular payment dates (which follow each Council meeting). These checks will be mailed out on Fridays and must be submitted to the Accounting Department by Thursday at noon.

As stated in the Municipal Code Section 2-361(d), Prepaid Claims are defined as:

1. Invoices which will incur late payment penalties
2. Invoices where discounts are available
3. Payroll liabilities
4. Utility payments
5. Tax settlements
6. Union contractual items for reimbursements and uniform allowances.

Requests for payment of invoices not covered in the above list require the written approval of the City Administrator. It is the intent to reduce the number of prepaid checks to emergency situations whenever possible.

All invoices submitted must be coded and approved as stated in the Regular Check Policy. Documented verbal approval is acceptable via phone when the individual is not able to be present. If no authorized party is available, a written Executive Order by the Mayor explaining the circumstances must accompany the approval.



1.8 INVESTMENTS

I. PURPOSE

To establish investment objectives; to delegate authority for the execution and reporting of investments; to establish standards of prudence; to establish standards for depositories; to set and establish collateral requirements; and to identify permitted investments that conform to all state and local statutes governing the investment of public funds.

II. DEPARTMENT RESPONSIBLE

The City Comptroller, City Treasurer, and City Administrator are responsible for ensuring that the investing policies set by the Common Council with regard to the investment and safeguarding of public funds are met.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. The listing of authorized financial dealers and institutions shall be adopted annually by resolution at the organizational meeting of the Common Council. Final approval of all changes must be granted by the Common Council.

Adopted by Common Council	1/26/2009
Amended by Common Council	??/??/2011

INVESTMENTS POLICY

Relevant State Statutes: WI Stats 66.0603 on Investments and 34.01 on governing boards.

Strategic Goals and Objectives met with this policy: The City's investment strategy is to earn market average rate of return as measured by the six-month U.S. Treasury bills.

INVESTMENT OBJECTIVES

The primary objectives of the City's investment activities are listed below, in priority order. Strategies for attaining these objectives are provided later in the policy.

- (a) **Legal** Implementation of this policy must conform with all applicable federal, state and other legal requirements.
- (b) **Safety** Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- (c) **Liquidity** The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.
- (d) **Return on Investment** The City's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio.
- (e) **Interest Income** Earn enough interest to meet budgeted goals for income contribution.

INVESTMENT CONSTRAINTS

Attaining a return on investment involves investment risk. The City has considered the following types of investment risk in forming the strategies for this policy:

- (a) **Investment Rate or Market Risk.** Interest Rate Risk is defined as the risk to earning or capital resulting from adverse movements in interest rates. Longer-term, fixed-rate securities have greater interest rate risk than shorter-term securities. Market Risk is finding the price of a security unattractive because of market conditions. The City needs to diversify its investment holdings to minimize this risk.
- (b) **Liquidity Risk.** The City needs to hold investments in such a mix as to maintain standby liquidity, or the capacity to meet unanticipated cash requirements. This can be done by exchanging an asset for cash, having sufficiently liquid or short-

term securities that mature in a very short time or by having quick, reliable sources of borrowing.

- (c) **Default and Custodial Credit Risk.** These risks are involved when success depends on the performance of a counterparty, issuer, or borrower. These external parties can be broker/dealers or safekeeping agents and entities that borrow money, including other municipalities. Since safety is one of the top priorities, the City will choose investments that have a lower default or credit risk and requires agreements that will fully collateralize the City's assets.

INVESTMENT STRATEGIES

Authorized Investments

The investment of all City funds shall be in accordance with s. 34.01(1) and 66.0603 Wis. Stats. and consists of the following types of securities:

- (a) **Certificates of Deposit.** City funds may be invested in certificates of deposit, (CDs), maturing within 36 months or less from the date of investment, issued by any bank or savings and loan association which is authorized to do business in Wisconsin and is federally insured. The financial institution must have been designated a public depository of the City by resolution of the Common Council. The City may invest in the CDARS (Certificate of Deposit Account Registry Service) program for maximum collateralization of investment, through any of the approved financial institutions that offer this program.
- (b) **Government Bonds and Securities.** City funds may be invested in United States of America government bonds or securities which are direct obligations of the federal government, where principal and interest are guaranteed by the federal government. City funds may also be invested in US Government – sponsored Enterprises (GSEs), limited to FNMA (FannieMaes) and FRDMC (FreddieMacs) debt securities, which carry an implicit guarantee by the federal government. The maturities are to match anticipated cash flow needs. The securities must be purchased through financial institutions approved for that purpose by the Common Council, and placed in safekeeping in a segregated account in the City's name at any designated public depository or approved financial institution.
- (c) **Government Pools.** City funds may be invested in the State of Wisconsin Local Government Investment Pool, or the League of Wisconsin Municipalities Wisconsin Investment Trust, or the Wisconsin Treasurer's Trust Fund.
- (d) **Sweep Repurchase Agreements.** This agreement corresponds to a checking account where liquidity is the key attribute. It must be fully collateralized with US Government –backed securities or securities held in the City's name. No substitution of securities will be allowed. The custodian shall be a party other than the trading partner. All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- (e) **Municipal Money Market Accounts.** It must be fully collateralized with US Government –backed securities or securities held in the City's name. No

substitution of securities will be allowed. The custodian shall be a party other than the trading partner.

- (f) **Sweep Accounts (also referred to as zero balance accounts).** The City may invest in zero balance accounts for the purpose of segregating payment activity for payroll and health and pharmaceutical claims. These are not expected to earn income, but are an authorized use of funds. This may also refer to authorizing funds to be transferred between accounts within an authorized financial institution to a money market account (for example) in order to earn funds temporarily not needed.
- (g) **Checking Accounts.** The City may invest funds in a checking account, which may or may not earn interest but will facilitate the general payment activity of the City. The account must be fully collateralized with US Government – backed securities or securities held in the City’s name. Consideration may be given to FDIC insurance (\$250,000) and the State appropriation (Stats 20.144 (1) (a) and 34.08) (\$400,000).

Prohibited Investments

Investments of City funds are limited to the investment vehicles specifically identified in this Policy. Investment of City funds is expressly prohibited in the following:

- (a) commodity trading, including all futures contracts
- (b) purchase of letter stock
- (c) short selling
- (d) option trading
- (e) foreign securities
- (f) collateralized mortgage obligation bonds (CMOs, MBSs, SIVs)
- (g) bonds and securities not guaranteed by the federal government , except GSE issues

Safekeeping and Custody

All security transactions entered into by the City shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian designated by the Common Council and evidenced by safekeeping receipts.

The custodial agreement shall provide that securities held by a bank or trust company, or agent of and custodian for the City, will be kept separate and apart from the general assets of the custodial bank and trust company and will not, in any circumstances, be comingled with or become part of the backing for any other deposits or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the City a perfected interest in the securities.

Diversification

The City will diversify its investments by security type and institution. With the exception of U. S. Treasury securities and authorized pools, no more than 25% of the City's total investment portfolio in any particular fund shall be invested in a single security type with a single financial institution. The percentage held at the LGIP may be as high as 90%.

Maximum Maturities

Investment maturities must match anticipated cash flow requirements. Unless matched to a specific cash flow or maturity, the City will not directly invest in securities maturing more than two years from the date of purchase.

Reserve funds may be invested in securities exceeding two years if the maturity of such investments are made to coincide with the expected use of the funds. Documentation must be kept of the reason for exceeding this two year limit.

Delegation of Authority

Pursuant to s. 34.01(1) and 66.0603 Wis. Stats, the Common Council is responsible for the investment of City funds. The Common Council designates the Finance, License & Regulation Committee to recommend investment policies and procedures for Council adoption. The Mayor and Council shall direct implementation of this adopted investment policy.

The City Administrator is responsible for implementation of the investment policies and procedures as adopted by the Common Council. The City Administrator shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate employees.

The City Administrator may employ the services of a Registered Investment Advisor or a Chartered Financial Advisor with prior approval of the Common Council. Said financial advisor shall be compensated based on a fee for service versus a commission basis.

The Standard of Prudence

Investments shall be made with judgment and care under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The Standard of Prudence to be used in investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Mayor and the Finance, License & Regulation Committee any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/ investment positions that could be related to the performance of the City’s portfolio. Employees and officers shall refrain from undertaking personal investment transactions similar to those of the City, particularly with regard to the time of purchase and sales.

Authorized Financial Dealers and Institutions

The Common Council shall annually, at its reorganizational meeting in April, adopt resolutions that identify financial institutions authorized to provide investment services. Resolutions shall also be adopted that identify any broker/dealers that may qualify to become bidders for City investment transactions. These may include “primary” dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C-1. No public deposit shall be made except in a qualified public depository as established by state laws. The City Clerk shall maintain a current and historical listing of all banks and trust companies authorized for the deposit of City monies. This designation will be voted on annually at the organizational meeting of the Common Council.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the City Comptroller with the following: audited financial statements/ resumes on each broker/dealer, Compliance Officer and Registered Principle: proof of National Association of Security Dealers certification, trading resolution, proof of state registration, completed broker/dealer questionnaire, certification of having read the City’s investment policy and depository contracts.

A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City deposits funds.

Internal Control and Reporting

The City Administrator shall establish an annual process of independent review by an external auditor. The auditor will assess internal controls and compliance with these investment policies and procedures.

The City Treasurer, under the City Administrator's direction, is charged with the responsibility of preparing monthly cash balance reports to the Common Council.

The City Treasurer, under the City Administrator's direction, shall maintain an investment record in which all investment transactions are recorded. Said record shall include the date of purchase, purchase price, term, rate of return and all other pertinent information on each investment.

Performance Standards

The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City's investment risk constraints and cash flow needs. The City's investment strategy is to earn market average rate of return. Given this conservation strategy, the basis used to determine whether market yields are being achieved shall be the six-month U. S. Treasury Bill and the average Fed Funds rate.

Scope

This investment policy applies to all financial assets of the City. These assets are accounted for in the City's General Purpose Financial Statements within the various funds:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Enterprise Funds
- Agency Funds
- Tax Increment Financing Districts Funds



**1.9 ANNUAL FINANCIAL AUDITS &
COMPREHENSIVE INTERNAL CONTROL AUDITS**

I. PURPOSE

This policy provides guidelines for the obtaining of annual financial audits and comprehensive internal controls audits.

II. DEPARTMENT RESPONSIBLE

The City Administrator and City Comptroller are responsible for ensuring that the policies set by the Common Council with regard to the expenditure public funds are met by all City Departments.

III. COMMITTEE OVERSIGHT

The Finance, Licenses and Regulations (FLR) Committee is responsible for reviewing and updating this policy as deemed necessary. Final approval must be granted by the Common Council.

Adopted by Common Council	2/10/1997
Amended by Common Council	??/??/2011

ANNUAL FINANCIAL AUDIT

It is the policy of the City of Lake Geneva to obtain an annual financial audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information which collectively comprise the City's basic financial statements. The audit would cover the City's fiscal year from January 1 to December 31 and be in accordance with generally accepted auditing standards. The audit is conducted for the purpose of forming an opinion as to whether the financial statements present fairly, in all material respects, the financial position of the City of Lake Geneva.

COMPREHENSIVE INTERNAL CONTROLS AUDIT

Internal controls are specific policies and procedures designed to provide reasonable assurance that the goals and objectives of the organization will be met. The monitoring of the effectiveness of internal controls is the primary responsibility of the government's management and governing body. In today's environment of high accountability expectations, governments must ensure that public resources are protected and that financial information is reliable. To this effect, it is the City's policy to have an internal controls audit performed at least once every five years covering the control environment, risk assessment, control activities and monitoring. Any comprehensive internal audit shall be conducted by a firm other than the firm responsible for the annual financial audit.

The control environment consists of the actions that reflect the overall behavior and attitude of management.

Risk assessment is an evaluation process in which management identifies areas of financial risk and designs internal control procedures and policies to minimize errors and fraud.

Control activities are the specific policies and procedures that help ensure the identified risks are minimized.

Monitoring activities deal with the ongoing or periodic assessment of the internal control environment and its effectiveness.

CITY OF LAKE GENEVA
 626 GENEVA STREET
 LAKE GENEVA, WI 53147
 PHONE (262) 248-3763
 www.cityoflakegeneva.com

SCHERRER DIRECT LLC
 PO BOX 740
 BURLINGTON WI 53105

DELIVER TO:
 LAKE GENEVA RIVIERA
 810 WRIGLEY DRIVE
 LAKE GENEVA WI 53147
 PHONE: 262-248-6644 FAX:

=====

PURCHASE ORDER
 =====
 P.O. NUMBER: 39
 P.O. DATE: 04/08/2011
 P.O. AMT: \$32,870.08
 VENDOR NUMBER: SCHERDIR
 REQ. NUMBER:
 EXPECTED DATE: 04/15/2011
 ATTENTION:
 DAN WINKLER

DESCRIPTION	ACCOUNT #	HOURS/QTY	COST/UNIT	AMOUNT
ELECTRICAL MATERIALS	34-30-00-9115	1.00000	30,955.0100	30,955.01
HVAC MATERIALS	34-30-00-9115	120.00000	1.0000	120.00
PROJECTION SCREENS	34-30-00-9115	63.30000	1.0000	63.30
INSULATION	34-30-00-9115	1731.77000	1.0000	1,731.77
				=====
				\$32,870.08

REQUESTED
 BY: DENNIS JORDAN

APPROVED
 BY: _____

DATE: _____

**City of Lake Geneva
Council Meeting
4/11/2011**

Prepaid Checks - 3/24/11 through 4/6/11

\$10,366.57

**CITY OF LAKE GENEVA
ACCOUNTS PAYABLE ITEMS OVER \$1,000
FOR THE COUNCIL MEETING DATED 4/11/11**

BREAKDOWN PREPAID A/P COUNCIL MEETING DATE:	4/11/2011
TOTAL UNPAID ACCOUNTS PAYABLE - 3/24/11 through 4/6/11	10,366.57
ITEMS > \$1,000:	
Taser International - Taser & Training Equipment	-3,104.54
US Bank - Police Dept Charges	-2,359.55
AT&T - Various Dept Telephone Bills	-2,352.13
PNC Bank - Various Dept Charges	-1,693.96
BALANCE OF OTHER ITEMS	856.39

DATE: 04/08/2011
TIME: 10:00:09
ID: AP450000.WOW

CITY OF LAKE GENEVA
PAID INVOICE LISTING

FROM 03/30/2011 TO 04/06/2011

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AT&T81	AT&T								
	RE033011			03/13/11		50968	03/30/11	2,352.13	2,352.13
		01 262-R428188663-1 - CITY HALL	1116105221						321.08
		02 262-R428188663-1 - POLICE	1121005221						321.08
		03 262-R428188663-1 - COURT	1112005221						80.27
		04 262-R428188663-1 - METER	4234505221						80.28
		05 262-2484715125-4 - CITY HALL	1116105221						164.11
		06 262-2484715125-4 - COURT	1112005221						36.06
		07 262-2480403367-7 - POLICE MAIN	1121005221						103.80
		08 262-2484567367-1 - POLICE	1121005221						556.05
		10 262-2482264368-9 - FIRE	1122005221						254.84
		11 262-2484913601-4 - STREET SHOP	1132105221						118.60
		12 262-2495299313-5 - 7 LIB LINES	9900005221						81.74
		13 262-2495299313-5 - 1 ST LINE	1132105221						11.67
		14 262-2495299313-5 - 4 CH LINES	1116105221						46.71
		15 262-2495299313-5 - 2 LOWER RIV	4055205221						23.35
		16 262-2495299313-5 - 1 UPPER RIV	4055105221						11.67
		17 262-2495299313-5 - 2 POLICE	1121005221						23.35
		18 262-2495299313-5 - 1 FIRE LINE	1122005221						11.67
		19 414-Z456234817-3 CELL 911	1121005221						105.80
								VENDOR TOTAL:	2,352.13
CHULA	CHULA VISTA RESORT								
	CONF NO. 139754			03/29/11		50969	03/30/11	70.00	70.00
	01 HOTEL-EMERGENCY MGMT SEMINAR	1129005399							70.00
								VENDOR TOTAL:	70.00
NEXTEL	NEXTEL/SPRINT								
	940684224-095			03/12/11		50970	03/30/11	372.41	372.41
	01 CELL CHGS 2/9-3/8/11	1121005221							372.41
								VENDOR TOTAL:	372.41
PNC	PNC BANK								
	0354-3/11			04/02/11		50973	04/04/11	1,693.96	1,693.96
	01 3/8 CVS FLAGS-FLAGS	1134105394							500.00
	02 3/8 CVS FLAGS-FLAGS	1152005352							198.00
	03 3/2 PBM-TRACTOR BLUE BOOK	1152005399							77.02
	04 2/17 NEEDABULB-ST LIGHT BULBS	1134105261							622.60
	05 2/16 TSE-PLOW STAND TRK 16	1132125351							191.88
	06 3/3 SSI-BACKUP ALARMS	1152005250							104.46
								VENDOR TOTAL:	1,693.96

**City of Lake Geneva
Council Meeting
4/11/2011**

Accounts Payable Checks - through 4/6/11

1. General Fund	<u>\$ 114,587.78</u>
2. Debt Service	<u>\$ 829.95</u>
3. TID #4	<u>\$ 78,652.00</u>
4. Lake Front	<u>\$ 6,683.49</u>
5. Capital Projects	<u>\$ 1,800.00</u>
6. Parking Meter	<u>\$ 170.81</u>
7. Library Funds	<u>\$ 8,045.73</u>
8. Impact Fees	<u>\$ -</u>
9. Tax Agency Fund	<u>\$ -</u>
Total All Funds	<u><u>\$210,769.76</u></u>

CITY OF LAKE GENEVA
 ACCOUNTS PAYABLE ITEMS OVER \$1,000
 FOR THE COUNCIL MEETING DATED 4/11/11

BREAKDOWN REGULAR A/P COUNCIL MEETING DATE:

4/11/2011

TOTAL UNPAID ACCOUNTS PAYABLE - THROUGH 4/11/11

\$ 210,769.76

ITEMS > \$1,000:

Scherrer Const Co Inc - Riviera Remodel - Draw 3	-59,757.00
Alliant Energy/WP&L - Various Dept. Energy Bills	-19,395.17
Oak Hill Cemetery - 4/11 Payment	-13,333.33
Humphrey's Contracting - Seminary Park Sidewalks	-7,261.50
Emergency Apparatus Maintenance - Fire Apparatus Inspections and Repairs	-7,113.09
Energy Consultants of WI - Riviera Lighting Retrofit, Fire Dept Repairs	-6,153.50
AT&T Global Services - Norstar Maintenance, Spare Phone Sets	-5,119.33
United Services by Permaco Inc - Board-UP Property at 323 Broad St	-4,779.60
Jerry Willkomm Inc - 1402 Gal Unleaded Gasoline	-4,723.34
Harris Computer - 2011 MSI Annual Support	-4,515.15
Accurate Appraisal - 10% of Contract	-4,350.00
League of WI Municipalities - League Dues - 2011	-3,932.58
Baker & Taylor - Print/Non-Print Materials	-3,870.59
YMCA - 4/11 Payment	-3,818.33
The Supply Corporation - Garbage Can Bags	-3,635.00
Rote Oil Company - Dyed/Undyed Diesel Fuel, Gear Oil	-3,469.17
State of Wisconsin - 3/11 Court Fines	-3,259.18
Zarnoth Brush Works Inc - Sweep Brooms	-2,861.20
Reinders - Sandpro Attachment for the Ball Fields	-2,565.00
Lake Geneva Utility Commission - 1st Qtr 2011 Water Bills, Consortium Fee	-2,414.01
General Communications - Radio Repairs, Charger Purchases	-2,330.00
Minnesota Life Insurance Co - 5/11 Various Dept. Life Insurance	-2,150.87
Down to Earth Contractors - Fix Storm Manhole Frame and Lid	-1,995.00
McCormack & Etten Architects - 3/11 Museum and Riviera Renovations	-1,857.50
Vandewalle & Associates Inc - Hummel Lawsuit Research	-1,830.60
Tromcom - Light Bar for New Squad	-1,800.00
Unemployment Insurance - 3/11 Unemployment for Various Departments	-1,718.71
Geneva Lake Environmental Agency - 4/11 Payment	-1,666.67
Red the Uniform Tailor - Police/Fire Dept Uniforms	-1,229.58
Auto Tech Centers, Inc. - 12 Tires	-1,188.00
Shi Computers - 13 Server User Licenses	-1,164.80
Dunn Lumber - Various Dept. Purchases	-1,148.87
Milwaukee County Sheriff's Office - Milw K(Bomb Team for BHS	-1,072.88
Walworth County Treasurer - 3/11 Court Fines, Chargeback	-1,024.40
Geneva Lake Museum - 4/11 Payment	-1,000.00
Balance of Other Items	21,265.81

DATE: 04/07/11
 TIME: 16:32:15
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/12/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ACCUR	ACCURATE APPRAISAL, LLC						
4/11	04/01/11	01	10% OF CONTRACT	11-15-40-5210		04/12/11	4,350.00
				ASSESSOR CONTRACTED SERVIC			
						INVOICE TOTAL:	4,350.00
						VENDOR TOTAL:	4,350.00
ADAMS	ADAMS ELECTRIC, INC.						
634015	03/25/11	01	FIX MEN'S RESTROOM LIGHT	40-55-20-5350		04/12/11	36.00
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	36.00
						VENDOR TOTAL:	36.00
ALLIANT	ALLIANT ENERGY/WP&L						
RE040511	04/06/11	01	INV 101952-010-SNAKE RD/HWY 50	11-34-10-5222		04/12/11	10.33
		02	INV 106985-010-STREET LIGHTS	11-34-10-5223			6,967.10
		03	INV 114980-010-HWY 12/WHEELER	11-34-10-5222			9.99
		04	INV 124743-010-S LAKE SHORE DR	11-52-00-5222			9.05
		05	INV 127818-010-W HWY 50 BLOCK	11-34-10-5222			10.33
		07	INV 178856-010-GEORGE ST	11-34-10-5222			7.42
		08	INV 184924-010-COBB PARK	11-52-00-5222			24.78
		09	INV 216918-010-CITY HALL	11-16-10-5222			2,692.67
		10	INV 239783-010-CENTRAL SCH	11-52-00-5222			8.78
		11	INV 268954-010-FLAT IRON PK	11-52-00-5222			358.89

DATE: 04/07/11
TIME: 16:32:15
ID: AP441000.WOW

CITY OF LAKE GENEVA
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 04/12/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
ALLIANT	ALLIANT ENERGY/WP&L						
RE040511	04/06/11	12	INV 277874-010-201 BROAD ST	11-34-10-5223		04/12/11	9.05
				STREET LIGHTS ELECTRICITY			
		13	INV 292807-010-WELLS ST	11-34-10-5222			65.47
				ELECTRICITY-FLASHERS			
		14	INV 302769-010-DUNN BASEBALL	11-52-00-5922			67.80
				DUNN FIELD ELECTRIC			
		15	INV 315792-010-W MAIN/CENTER	11-34-10-5222			47.50
				ELECTRICITY-FLASHERS			
		16	INV 318816-010-HWY 50/HWY 12	11-34-10-5222			10.33
				ELECTRICITY-FLASHERS			
		17	INV 335773-010-WELL ST	11-34-10-5222			9.93
				ELECTRICITY-FLASHERS			
		18	INV 336765-010-FLAT IRON PK	11-52-00-5222			9.56
				PARKS-ELECTRICITY			
		19	INV 279779-010-918 MAIN ST	99-00-00-5222			1,097.72
				LIBRARY UTILITIES			
		20	INV 355867-010-DODGE ST	11-34-10-5222			7.43
				ELECTRICITY-FLASHERS			
		21	INV 375931-010-RIVIERA PIER	40-55-30-5222			1,646.26
				PIER ELECTRIC			
		22	INV 392817-010-LIBRARY PK	11-52-00-5222			33.46
				PARKS-ELECTRICITY			
		23	INV 414934-010-101 BROAD 9TH F	11-34-10-5222			140.85
				ELECTRICITY-FLASHERS			
		24	INV 426987-010-RR3 BLK FLASHER	11-34-10-5222			10.33
				ELECTRICITY-FLASHERS			
		25	INV 433829-010-FIRE HOUSE	11-22-00-5222			761.55
				FIREHOUSE ELECTRICITY			
		26	INV 433906-010-HAVENWOOD	11-34-10-5222			7.12
				ELECTRICITY-FLASHERS			
		27	INV 434743-010-HWY 12/HWY 36	11-34-10-5222			9.99
				ELECTRICITY-FLASHERS			
		28	INV 514311-001-BAKER/SEMINARY	11-34-10-5222			22.19
				ELECTRICITY-FLASHERS			

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ALLIANT	ALLIANT ENERGY/WP&L						
RE040511	04/06/11	29	INV 517852-001-SAGE ST/DUNN	11-29-00-5222		04/12/11	5.04
		30	INV 544872-001-VET'S PK/TOWNLI	SIRENS ELECTRICTY 11-52-01-5222			178.05
		31	INV 560544-002-1003 HOST DR	VETS PARKS-ELECTRICITY 11-22-00-5222			262.96
		32	INV 589078-001-RUSH ST	FIREHOUSE ELECTRICITY 11-52-00-5222			28.07
		33	INV 589905-001-BEACH HOUSE	PARKS-ELECTRICITY 40-54-10-5222			436.12
		34	INV 590084-001-DONIAN PK	BEACH ELECTRIC 11-52-00-5222			222.52
		35	INV 489578-003-MUSEUM	PARKS-ELECTRICITY 11-51-10-5222			503.70
		36	INV 594309-001-STREET LIGHTS	MUSEUM-ELECTRICITY 11-34-10-5223			299.36
		37	INV 605259-001-GENEVA ST LOT	STREET LIGHTS ELECTRICITY 11-34-10-5222			328.36
		38	INV 614948-001-VETS PK SCOREBO	ELECTRICITY-FLASHERS 11-52-01-5222			63.80
		39	INV 619678-001-LASALLE ST SIRE	VETS PARKS-ELECTRICITY 11-29-00-5222			10.49
		40	INV 621825-001-SO WELLS	SIRENS ELECTRICTY 11-34-10-5222			15.21
		43	INV 627270-001-730 MARSHALL SI	ELECTRICITY-FLASHERS 11-29-00-5222			17.58
		44	INV 628749-001-W COOK SIREN	SIRENS ELECTRICTY 11-29-00-5222			10.34
		47	INV 188965-013-1065 CAREY	SIRENS ELECTRICTY 11-32-10-5222			591.20
		48	INV 243947-013-1055 CAREY	ST DEPT BLDG ELECTRICITY 11-32-10-5222			195.09
		49	INV 147744-014-1070 CAREY	ST DEPT BLDG ELECTRICITY 11-32-10-5222			199.31

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ALLIANT ALLIANT ENERGY/WP&L							
RE040511	04/06/11	51	INV 653994-001-HWY 120/TOWNLIN	11-34-10-5222		04/12/11	104.36
		52	INV 656566-001-HWY 120/BLOOMFI	11-34-10-5223			101.39
		55	INV 492771-003-GENEVA SQ	11-34-10-5223			35.74
		56	INV 675414-001-VETS PK PAVILIA	11-52-01-5222			155.19
		57	INV 679833-001-LOT LITE	11-34-10-5223			289.00
		58	INV 696255-001-SHARED SAVINGS	20-81-00-5663			44.32
		59	INV 699860-001-IMPOUND	11-21-00-5361			20.20
		60	INV 696255-001-SHARED SAVINGS	20-81-00-5623			785.63
		61	INV 703615-001-MAIN ST LIGHTS	11-34-10-5223			249.08
		62	INV 703098-001-LIB PK RESTROOM	11-52-00-5222			98.07
		63	INV 3038751-011-120 E SHERIDAN	11-17-10-5222			89.11
						INVOICE TOTAL:	19,395.17
						VENDOR TOTAL:	19,395.17
AMAZO AMAZON							
6045787810108932-2/1	03/10/11	01	INNOVATIONS ACCESSORY KIT	99-00-00-5512		04/12/11	11.99
		02	AMERICAN CHILLERS-PAPERBACKS	99-00-00-5411			5.14
		03	AMERICAN CHILLERS-PAPERBACKS	99-00-00-5411			36.79
						INVOICE TOTAL:	53.92
						VENDOR TOTAL:	53.92

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AMYS	AMY'S SHIPPING EMPORIUM						
104095	02/23/11	01	MAILING-SCBA TEST KIT TO LAB	11-22-00-5312		04/12/11	10.35
				POSTAGE-FIRE DEPT			
						INVOICE TOTAL:	10.35
						VENDOR TOTAL:	10.35
ANTAE	ANTAEUS, LLC						
0001-61	04/01/11	01	4/11 ONLINE PROCESSING	99-00-00-5221		04/12/11	5.00
		02	4/11 ONLINE PROCESSING	LIBRARY TELEPHONE/PAGER 42-34-50-5216			100.00
		03	4/11 ONLINE PROCESSING	PROFESSIONAL SERVICES 40-55-10-5216 PROF SERVICES - SOFTWARE			195.00
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	300.00
AT&TG	AT&T GLOBAL SERVICES, INC.						
SB648416	03/14/11	01	NORSTAR MAINT 3/13/11-3/12/12	11-16-10-5221		04/12/11	4,538.16
				CITY HALL TELEPHONE EXPENS			
						INVOICE TOTAL:	4,538.16
SB648934	03/17/11	01	SPARE PHONE SETS	11-21-00-5221		04/12/11	581.17
				PD TELEPHONE EXPENSE			
						INVOICE TOTAL:	581.17
						VENDOR TOTAL:	5,119.33
AUTOT	AUTO TECH CENTERS, INC.						
225087	03/29/11	01	TIRES-12	11-21-00-5361		04/12/11	1,188.00
				POLICE-EQUIP MAINT SERV CO			
						INVOICE TOTAL:	1,188.00
						VENDOR TOTAL:	1,188.00
AUTWOR	AUTOWORKS PLUS						

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AUTWOR	AUTOWORKS PLUS						
6166	03/29/11	01	TIRE MOUNTS	11-32-10-5250		04/12/11	92.00
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	92.00
						VENDOR TOTAL:	92.00
B&J	B&J TREE & LANDSCAPE SERVICE						
36240	03/18/11	01	EROSION BLANKET-LIBRARY PK	11-52-00-5352		04/12/11	110.00
				GROUNDS MAINTENANCE SUPPLI			
						INVOICE TOTAL:	110.00
36284	03/22/11	01	SNOW REMOVAL 2/10-3/15/11	99-00-00-5250		04/12/11	250.00
				LIBRARY BLDG REPAIR & MAIN			
						INVOICE TOTAL:	250.00
						VENDOR TOTAL:	360.00
BAKER	BAKER & TAYLOR						
75022386-2/11	02/28/11	01	INV I45129540-1 ITEM	99-00-00-5414		04/12/11	35.99
		02	INV I46292160-2 ITEMS	LIBRARY NONPRINT MATERIALS			
				99-00-00-5414			71.98
		03	INV I47008080-2 ITEMS	LIBRARY NONPRINT MATERIALS			
				99-00-00-5414			40.28
				LIBRARY NONPRINT MATERIALS			
						INVOICE TOTAL:	148.25
L3367102-2/11	02/28/11	01	CM2025309892	99-00-00-5410		04/12/11	-70.11
		02	INV 2025524923-1 ITEM	LIBRARY ADULT MATERIALS			
				99-00-00-5410			15.11
		03	INV 2025524924-3 ITEMS	LIBRARY ADULT MATERIALS			
				99-00-00-5410			33.84
		04	INV 2025524925-2 ITEMS	LIBRARY ADULT MATERIALS			
				99-00-00-5410			15.74
				LIBRARY ADULT MATERIALS			

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BAKER	BAKER & TAYLOR						
L3367102-2/11	02/28/11	05	INV 2025524926-19 ITEMS	99-00-00-5410		04/12/11	268.95
		06	INV 2025542445-3 ITEMS	99-00-00-5410			44.68
		07	INV 2025542446-2 ITEMS	99-00-00-5410			46.69
		08	INV 2025542447-1 ITEM	99-00-00-5410			10.05
		10	INV 2025544419-1 ITEM	99-00-00-5410			16.23
		11	INV 2025544420-1 ITEM	99-00-00-5410			8.18
		12	INV 2025561250-3 ITEMS	99-00-00-5410			45.30
		13	INV 2025561251-2 ITEMS	99-00-00-5410			23.29
		14	INV 2025561252-1 ITEM	99-00-00-5410			5.03
		15	INV 2025567723-1 ITEM	99-00-00-5410			16.20
		16	INV 2025567724-1 ITEM	99-00-00-5410			5.03
		17	INV 2025567725-39 ITEMS	99-00-00-5410			550.02
		18	INV 2025581056-1 ITEM	99-00-00-5410			15.64
		19	INV 2025581057-1 ITEM	99-00-00-5410			14.52
		20	INV 2025581058-3 ITEMS	99-00-00-5410			42.40
		21	INV 2025581059-4 ITEMS	99-00-00-5410			61.52
		22	INV 2025589591-4 ITEMS	99-00-00-5410			63.71

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BAKER	BAKER & TAYLOR						
L3367102-2/11	02/28/11	23	INV 2025589592-5 ITEMS	99-00-00-5410		04/12/11	67.66
		24	INV 2025600312-1 ITEM	99-00-00-5410			14.55
		25	INV 2025600313-2 ITEMS	99-00-00-5410			25.01
		26	INV 2025600314-1 ITEM	99-00-00-5410			14.48
		27	INV 2025601300-2 ITEMS	99-00-00-5410			28.54
		28	INV 2025601301-20 ITEMS	99-00-00-5410			123.34
		29	INV 2025605561-1 ITEM	99-00-00-5410			14.52
		30	INV 2025605562-15 ITEMS	99-00-00-5410			156.35
						INVOICE TOTAL:	1,676.47
L3367362-2/11	02/28/11	01	INV 2025522943-4 ITEMS	99-00-00-5410		04/12/11	59.29
		02	INV 2025522944-1 ITEM	99-00-00-5410			15.74
		03	INV 2025522945-1 ITEM	99-00-00-5410			12.59
		04	INV 2025522946-1 ITEM	99-00-00-5410			22.92
		05	INV 2025531285-1 ITEM	99-00-00-5410			16.79
		06	INV 2025531286-11 ITEMS	99-00-00-5410			180.01
		07	INV 2025540319-9 ITEMS	99-00-00-5410			119.39
		08	INV 2025550482-1 ITEM	99-00-00-5410			18.75

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BAKER BAKER & TAYLOR							
L3367512-2/11	02/28/11	07	INV 2025547205-3 ITEMS	99-00-00-5411		04/12/11	35.50
				LIBRARY YOUTH MATERIALS			
		08	INV 2025563710-5 ITEMS	99-00-00-5411			49.59
				LIBRARY YOUTH MATERIALS			
		09	INV 2025594771-5 ITEMS	99-00-00-5411			49.76
				LIBRARY YOUTH MATERIALS			
		10	INV 2025610244-2 ITEMS	99-00-00-5411			24.02
				LIBRARY YOUTH MATERIALS			
		11	INV 2025610245-43 ITEMS	99-00-00-5411			488.64
				LIBRARY YOUTH MATERIALS			
						INVOICE TOTAL:	604.47
L4013232-2/11	02/28/11	01	INV 2025539454-2 ITEMS	99-00-00-5414		04/12/11	49.82
				LIBRARY NONPRINT MATERIALS			
		02	INV 2025570917-3 ITEMS	99-00-00-5414			84.54
				LIBRARY NONPRINT MATERIALS			
		03	INV 2025604333-1 ITEM	99-00-00-5414			19.22
				LIBRARY NONPRINT MATERIALS			
		04	INV 2025615203-21 ITEMS	99-00-00-5414			388.25
				LIBRARY NONPRINT MATERIALS			
						INVOICE TOTAL:	541.83
						VENDOR TOTAL:	3,870.59
BRADENB BARBARA BRADEN							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
BRENT DOLLEEN BRENTON							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00

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BROOKS BROOKS TRACTOR INC							
S12951	03/31/11	01	LOCKING PIN SET-LOADER BUCKET	11-32-10-5250		04/12/11	815.97
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	815.97
						VENDOR TOTAL:	815.97
BRUCE BRUCE MUNICIPAL EQUIPMENT INC.							
SB11134	03/29/11	01	HYDR MOTOR REPAIR-SWEEPER	11-32-10-5250		04/12/11	789.91
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	789.91
						VENDOR TOTAL:	789.91
BRUG BARNEY BRUGGER							
3/11	04/01/11	01	3/11 MILES-224.10 MILES	11-24-00-5330		04/12/11	114.29
				BLDG INSPECTOR TRAVEL-MILE			
						INVOICE TOTAL:	114.29
						VENDOR TOTAL:	114.29
BUMPL BUMPER TO BUMPER AUTO PARTS							
662-195407	02/24/11	01	UNIV CHARGE POST-AMB 2	11-22-00-5351		04/12/11	3.69
				EQUIP MAINT SUPPLIES-FIRE			
						INVOICE TOTAL:	3.69
662-196324	03/07/11	01	TURN SIGNAL ASSY-AMB 2	11-22-00-5351		04/12/11	104.69
				EQUIP MAINT SUPPLIES-FIRE			
						INVOICE TOTAL:	104.69
662-196557	03/10/11	01	MOTOR OIL-GAS FANS	11-22-00-5341		04/12/11	9.56
				VEHICLE EXP-FUEL			
						INVOICE TOTAL:	9.56
662-196654	03/11/11	01	TOOLS-SCBA REPAIR KIT	11-22-00-5351		04/12/11	32.37
				EQUIP MAINT SUPPLIES-FIRE			
						INVOICE TOTAL:	32.37

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BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-197791	03/22/11	01	WIPER BLADES	11-32-10-5351		04/12/11	10.98
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	10.98
662-197963	03/24/11	01	TUBE-MOWER	11-52-00-5250		04/12/11	10.09
				EQUIPMENT REPAIR SERVICES			
						INVOICE TOTAL:	10.09
662-198070	03/25/11	01	TIRE-MOWER	11-52-00-5250		04/12/11	36.47
				EQUIPMENT REPAIR SERVICES			
						INVOICE TOTAL:	36.47
						VENDOR TOTAL:	207.85
BURRIS	BURRIS EQUIPMENT CO.						
PI99174	03/21/11	01	V-RINGS,BRAKE BANDS-MOWER	11-52-00-5250		04/12/11	116.25
				EQUIPMENT REPAIR SERVICES			
						INVOICE TOTAL:	116.25
						VENDOR TOTAL:	116.25
CDW	CDW GOVERNMENT INC.						
WPT6324	03/01/11	01	COMPUTER MONITORS-2	11-21-00-5305		04/12/11	272.13
				DATA PROCESSING			
						INVOICE TOTAL:	272.13
WSC0106	03/11/11	01	HARD DRIVES-POWER 911 SERVERS	11-21-00-5262		04/12/11	111.19
				PD COMMUNICATION SYS MAINT			
						INVOICE TOTAL:	111.19
WTX8541	03/21/11	01	VIDEO SWITCH-COMM 2	11-21-00-5262		04/12/11	105.54
				PD COMMUNICATION SYS MAINT			
						INVOICE TOTAL:	105.54
WVB8948	03/22/11	01	ANTI VIRUS-5	11-21-00-5305		04/12/11	170.10
				DATA PROCESSING			
						INVOICE TOTAL:	170.10
						VENDOR TOTAL:	658.96

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CHAMP CHAMPION WINDOW CLEANING							
814225	03/17/11	01	WINDOW CLEANING/CONST CLEANUP	40-55-20-5350		04/12/11	600.00
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	600.00
						VENDOR TOTAL:	600.00
CONNE MARYON CONNELLY							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
COUNT COUNTRY FORD OF LAKE GENEVA							
FOCS28792	03/07/11	01	OIL CHG, FIX AIR BAG LIGHT	11-21-00-5361		04/12/11	156.03
				POLICE-EQUIP MAINT SERV CO			
						INVOICE TOTAL:	156.03
FOCS28831	03/10/11	01	LUBE/OIL/FILTER CHG	11-21-00-5361		04/12/11	35.64
				POLICE-EQUIP MAINT SERV CO			
						INVOICE TOTAL:	35.64
FOCS28948	03/21/11	01	LUBE/OIL/FILTER CHG	11-21-00-5361		04/12/11	33.09
				POLICE-EQUIP MAINT SERV CO			
						INVOICE TOTAL:	33.09
FOCS29001	03/26/11	01	LUBE/OIL/FILTER CHG	11-21-00-5361		04/12/11	33.09
				POLICE-EQUIP MAINT SERV CO			
						INVOICE TOTAL:	33.09
FOCS29026	03/29/11	01	OIL CHG, MOUNT/BAL TIRES	11-21-00-5361		04/12/11	110.75
				POLICE-EQUIP MAINT SERV CO			
						INVOICE TOTAL:	110.75
						VENDOR TOTAL:	368.60

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DAILE	NANCY DAILEY						
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
DCPORT	DC WELDING & FABRICATION INC						
990	03/24/11	01	BEND STEEL-TRK 30	11-32-10-5250		04/12/11	75.00
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	75.00
						VENDOR TOTAL:	75.00
DEMCO	DEMCO						
4124036	03/07/11	01	LABEL PROTECTORS,VISTAFOIL	99-00-00-5512		04/12/11	286.57
				LIBRARY PROCESSING SUPPLIE			
						INVOICE TOTAL:	286.57
4128953	03/10/11	01	DVD PROJECT LABELS	99-00-00-5512		04/12/11	88.54
				LIBRARY PROCESSING SUPPLIE			
						INVOICE TOTAL:	88.54
4131917	03/15/11	01	BOOK COVERS,LOCKS	99-00-00-5512		04/12/11	83.80
				LIBRARY PROCESSING SUPPLIE			
						INVOICE TOTAL:	83.80
						VENDOR TOTAL:	458.91
DENIS	MARGE DENISON						
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
DILHR	DILHR						

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DILHR	DILHR						
250-3/11	04/02/11	01	WORK PERMITS-3/11	11-00-00-2422		04/12/11	67.50
				DUE TO WISCONSIN-WORK PERM			
						INVOICE TOTAL:	67.50
						VENDOR TOTAL:	67.50
DNR DEPT OF NATURAL RESOURCES							
CHARGEBACK-3/11	03/25/11	01	MGMT RECRUITERS-CHARGEBACK	11-00-00-1232		04/12/11	1.11
				DELINQUENT PERS PROP TAXES			
						INVOICE TOTAL:	1.11
						VENDOR TOTAL:	1.11
DOUGL MARY M. DOUGLASS							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
DOWN DOWN TO EARTH CONTRACTORS INC							
4652	03/21/11	01	FIX STORM MH FRAME/LID	34-30-00-5450		04/12/11	1,995.00
				MAINTENANCE & REPAIRS			
						INVOICE TOTAL:	1,995.00
						VENDOR TOTAL:	1,995.00
DUI UNEMPLOYMENT INSURANCE							
2353077	04/05/11	01	3/11 UNEMPLOYMENT-FIRE	11-10-00-5154		04/12/11	441.90
				UNEMPLOYMENT COMPENSATION			
		02	3/11 UNEMPLOYMENT-POLICE	11-10-00-5154			118.81
				UNEMPLOYMENT COMPENSATION			
		03	3/11 UNEMPLOYMENT-CITY HALL	11-10-00-5154			1,158.00
				UNEMPLOYMENT COMPENSATION			
						INVOICE TOTAL:	1,718.71
						VENDOR TOTAL:	1,718.71

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DUNN	DUNN LUMBER & TRUE VALUE						
426958	03/01/11	01	DOOR CLOSER,CONNECTORS	11-16-10-5350 CITY HALL BLDG MAINT SUPPL		04/12/11	83.71
						INVOICE TOTAL:	83.71
427111	03/02/11	01	DOOR CLOSER RETURN	11-16-10-5350 CITY HALL BLDG MAINT SUPPL		04/12/11	-69.00
						INVOICE TOTAL:	-69.00
427157	03/03/11	01	PAINT	40-55-20-5350 BLDG. MAINTENANCE SUPPLIES		04/12/11	50.94
						INVOICE TOTAL:	50.94
427406	03/07/11	01	BULBS-CIRC DESK,MTG ROOM	99-00-00-5250 LIBRARY BLDG REPAIR & MAIN		04/12/11	11.98
						INVOICE TOTAL:	11.98
427463	03/07/11	01	BOLT-MOWER	11-52-00-5250 EQUIPMENT REPAIR SERVICES		04/12/11	0.55
						INVOICE TOTAL:	0.55
427730	03/09/11	01	AIR COUPLER	11-32-10-5350 BLDG MAINT SUPPLIES-STR DE		04/12/11	15.98
						INVOICE TOTAL:	15.98
427761	03/09/11	01	"SLOW MOVING" SIGN-MOWER	11-52-00-5250 EQUIPMENT REPAIR SERVICES		04/12/11	8.79
						INVOICE TOTAL:	8.79
428152	03/14/11	01	HACKSAW BLADES	11-32-10-5340 OPERATING SUPPLIES-STREET		04/12/11	14.95
						INVOICE TOTAL:	14.95
428336	03/15/11	01	GRASS SEED-LIBR PK WEST END	11-52-00-5352 GROUNDS MAINTENANCE SUPPLI		04/12/11	42.99
						INVOICE TOTAL:	42.99

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DUNN	DUNN LUMBER & TRUE VALUE						
428401	03/15/11	01	PAINT,ROLLERS	40-55-20-5350		04/12/11	27.82
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	27.82
428511	03/16/11	01	WOOD	11-51-10-5240		04/12/11	3.72
		02	FASTENERS	MUSEUM-MAINTENANCE & REPAI			
				11-16-10-5350			11.58
				CITY HALL BLDG MAINT SUPPL			
						INVOICE TOTAL:	15.30
428697	03/18/11	01	PAINT,SUPPLIES-METERHEADS	42-34-50-5250		04/12/11	30.95
				PARKING METERS REPAIRS			
						INVOICE TOTAL:	30.95
428779	03/18/11	01	ANT BAIT/TRAPS,CLAMPS	11-22-00-5399		04/12/11	14.46
				FIRE DEPT MISCELLANEOUS EX			
						INVOICE TOTAL:	14.46
428867	03/21/11	01	BATTERIES	11-32-10-5399		04/12/11	3.99
				STREET DEPT MISCELLANEOUS			
						INVOICE TOTAL:	3.99
428903	03/21/11	01	BULBS-SEMINARY PARK	11-52-00-5350		04/12/11	19.75
				BLDG MAINT SUPPLIES-PARKS			
						INVOICE TOTAL:	19.75
428909	03/21/11	01	PAINT-GARBAGE CANS	11-52-00-5352		04/12/11	35.94
				GROUNDS MAINTENANCE SUPPLI			
						INVOICE TOTAL:	35.94
428934	03/21/11	01	NIPPLE-METER POST	42-34-50-5250		04/12/11	6.99
				PARKING METERS REPAIRS			
						INVOICE TOTAL:	6.99
428936	03/21/11	01	NIPPLE-METER POST	42-34-50-5250		04/12/11	6.99
				PARKING METERS REPAIRS			
						INVOICE TOTAL:	6.99

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DUNN	DUNN LUMBER & TRUE VALUE						
428975	03/21/11	01	BRACKET,STOP,HOOKS,IRON CORNER	40-55-20-5350		04/12/11	25.37
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	25.37
429001	03/22/11	01	SPRING,NUTS/BOLTS-TRK 56	11-32-10-5351		04/12/11	5.39
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	5.39
429003	03/22/11	01	PLANT BULB-MEETING ROOM	99-00-00-5250		04/12/11	9.49
				LIBRARY BLDG REPAIR & MAIN			
						INVOICE TOTAL:	9.49
429019	03/22/11	01	TIN SNIPS	11-32-10-5340		04/12/11	14.95
				OPERATING SUPPLIES-STREET			
						INVOICE TOTAL:	14.95
429037	03/22/11	01	PIPE CAP,PLUG,COUPLING-TRK 56	11-32-10-5351		04/12/11	8.50
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	8.50
429041	03/22/11	01	SCREEN WIRE-GIANT VAC #3	11-32-10-5351		04/12/11	4.69
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	4.69
429055	03/22/11	01	HOSE NOZZLE-APPARATUS BAY	11-22-00-5399		04/12/11	6.79
				FIRE DEPT MISCELLANEOUS EX			
						INVOICE TOTAL:	6.79
429126	03/23/11	01	PLYWOOD-EXHAUST FANS	11-32-10-5350		04/12/11	55.65
				BLDG MAINT SUPPLIES-STR DE			
						INVOICE TOTAL:	55.65
429200	03/23/11	01	NUTS/BOLTS,CHOPSAW BLADES	11-32-10-5340		04/12/11	23.28
				OPERATING SUPPLIES-STREET			
						INVOICE TOTAL:	23.28

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DUNN	DUNN LUMBER & TRUE VALUE						
429221	03/23/11	01	EXHAUST FAN WIRE,SAW BLADE	11-32-10-5350 BLDG MAINT SUPPLIES-STR DE		04/12/11	33.99
						INVOICE TOTAL:	33.99
429236	03/23/11	01	TRASH CANS,BROOMS,PLIERS,TAPE	40-55-20-5350 BLDG. MAINTENANCE SUPPLIES		04/12/11	94.66
						INVOICE TOTAL:	94.66
429257	03/24/11	01	LUMBER-BIRD HOUSES	11-52-00-5352 GROUNDS MAINTENANCE SUPPLI		04/12/11	61.36
						INVOICE TOTAL:	61.36
429278	03/24/11	01	CLEANER,SPARK PLUG,GASKET SAWS	11-32-13-5430 TREE & BRUSH OPERATING SUP		04/12/11	18.77
						INVOICE TOTAL:	18.77
429354	03/24/11	01	SPRAY PAINT-GARBAGE CANS	11-52-00-5352 GROUNDS MAINTENANCE SUPPLI		04/12/11	35.94
						INVOICE TOTAL:	35.94
429361	03/24/11	01	BUNGEE CORD-HOLD SOLAR PANEL	11-32-10-5399 STREET DEPT MISCELLANEOUS		04/12/11	12.97
						INVOICE TOTAL:	12.97
429389	03/24/11	01	CAR WASH BRUSH	11-21-00-5361 POLICE-EQUIP MAINT SERV CO		04/12/11	18.99
						INVOICE TOTAL:	18.99
429610	03/28/11	01	CONCRETE MIX-BIRD HOUSES	11-52-00-5352 GROUNDS MAINTENANCE SUPPLI		04/12/11	49.57
						INVOICE TOTAL:	49.57
429742	03/28/11	01	AIR COUPLER-HOSE	11-32-10-5399 STREET DEPT MISCELLANEOUS		04/12/11	2.49
						INVOICE TOTAL:	2.49

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DUNN DUNN LUMBER & TRUE VALUE							
430046	03/31/11	01	WOOD-GUARD TOWER	40-54-10-5362		04/12/11	18.07
				BEACH MAINTENANCE SERVICE			
						INVOICE TOTAL:	18.07
430088	03/31/11	01	WOOD,SCREWS-GUARD TOWER	40-54-10-5362		04/12/11	104.25
				BEACH MAINTENANCE SERVICE			
						INVOICE TOTAL:	104.25
430159	03/31/11	01	WOOD-GUARD TOWER	40-54-10-5362		04/12/11	37.82
				BEACH MAINTENANCE SERVICE			
						INVOICE TOTAL:	37.82
430173	03/31/11	01	NUTS/BOLTS-BIRD HOUSES	11-52-00-5352		04/12/11	16.52
				GROUNDS MAINTENANCE SUPPLI			
						INVOICE TOTAL:	16.52
STMT-3/11-FIRE	04/01/11	01	DISCOUNT EARNED	11-00-00-4819		04/12/11	-1.06
				DISCOUNTS EARNED			
						INVOICE TOTAL:	-1.06
STMT-3/11-LIBRARY	04/01/11	01	DISCOUNT EARNED	11-00-00-4819		04/12/11	-6.80
				DISCOUNTS EARNED			
						INVOICE TOTAL:	-6.80
STMT-3/11-STREET	04/01/11	01	DISCOUNT EARNED	11-00-00-4819		04/12/11	-29.92
				DISCOUNTS EARNED			
						INVOICE TOTAL:	-29.92
						VENDOR TOTAL:	1,148.87
DUPAGE COLLEGE OF DUPAGE							
SLEA0002025	03/21/11	01	CLASS REGISTRATION FEES	11-21-00-5410		04/12/11	298.00
				POLICE DEPT TRAINING EXPEN			
						INVOICE TOTAL:	298.00
						VENDOR TOTAL:	298.00

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EAM EMERGENCY APPARATUS MAINT							
53691	03/08/11	01	INSP/REPAIRS-ENG 2820	11-22-00-5240		04/12/11	4,166.72
				EQUIPMENT REPAIRS-FIRE DEP			
						INVOICE TOTAL:	4,166.72
53692	03/08/11	01	INSP/REPAIRS-ENG 2821	11-22-00-5240		04/12/11	1,223.69
				EQUIPMENT REPAIRS-FIRE DEP			
						INVOICE TOTAL:	1,223.69
53694	03/08/11	01	INSP/REPAIRS-SQUAD 2861	11-22-00-5240		04/12/11	986.84
				EQUIPMENT REPAIRS-FIRE DEP			
						INVOICE TOTAL:	986.84
53730	03/08/11	01	INSP/REPAIRS-AMB 2	11-22-00-5240		04/12/11	384.85
				EQUIPMENT REPAIRS-FIRE DEP			
						INVOICE TOTAL:	384.85
53731	03/08/11	01	INSP/REPAIRS-AMB 2892	11-22-00-5240		04/12/11	350.99
				EQUIPMENT REPAIRS-FIRE DEP			
						INVOICE TOTAL:	350.99
						VENDOR TOTAL:	7,113.09
EMSAR EMSAR TWIN CITIES							
SI-18089	02/11/11	01	ANNUAL MAINT-AMB COTS	11-22-00-5820		04/12/11	589.88
				STATE MANDATED EQUIP TESTI			
						INVOICE TOTAL:	589.88
						VENDOR TOTAL:	589.88
ENERGY ENERGY CONSULTANTS OF WI							
4876	02/28/11	01	BULBS FOR STATION LIGHTS	11-22-00-5340		04/12/11	87.50
				OPERATING SUPPLIES			
		02	REPAIR OUTSIDE LIGHT	11-22-00-5241			85.00
				FIREHOUSE REPAIRS			
						INVOICE TOTAL:	172.50

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ENERGY ENERGY CONSULTANTS OF WI							
4914	03/23/11	01	LIGHTING RETROFIT	34-30-00-9115		04/12/11	5,981.00
				RIVIERA RENOVATIONS			
						INVOICE TOTAL:	5,981.00
						VENDOR TOTAL:	6,153.50
FDTN FIRE DEPT TRAINING NETWORK							
11429	02/28/11	01	2011 RENEWAL	11-22-00-5320		04/12/11	240.00
				FD MEMBERSHIP DUES & FEES			
						INVOICE TOTAL:	240.00
						VENDOR TOTAL:	240.00
FEDEX FEDEX							
7-435-56775	03/23/11	01	OVERNIGHT SHIPPING-PELLER	11-14-30-5312		04/12/11	28.58
				POSTAGE-CITY CLERK			
						INVOICE TOTAL:	28.58
						VENDOR TOTAL:	28.58
FOX FOX VALLEY TECHNICAL COLLEGE							
TPB000103681/FY10-11	03/02/11	01	CLASS REGISTRATION-FTO INSTR	11-21-00-5410		04/12/11	415.00
				POLICE DEPT TRAINING EXPEN			
						INVOICE TOTAL:	415.00
						VENDOR TOTAL:	415.00
FRITZ CATHY FRITZ							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
FRS FIRE-RESCUE SUPPLY, LLC							

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FRS FIRE-RESCUE SUPPLY, LLC							
3300	02/21/11	01	SCBA PARTS-DRAGER	11-22-00-5800		04/12/11	132.45
				OUTLAY-EQUIPMENT-FIRE DEPT			
						INVOICE TOTAL:	132.45
3333	03/14/11	01	ORINGS-DRAGER	11-22-00-5800		04/12/11	20.00
				OUTLAY-EQUIPMENT-FIRE DEPT			
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	152.45
GALLS GALLS, AN ARAMARK COMPANY							
511259210	03/22/11	01	UNIFORM-WALSER	11-21-00-5138		04/12/11	21.81
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	21.81
						VENDOR TOTAL:	21.81
GATEK GATEWAY TECHNICAL COLLEGE							
CHARGEBACK-3/11	03/25/11	01	MGMT RECRUITERS-CHARGEBACK	11-00-00-1232		04/12/11	8.01
				DELINQUENT PERS PROP TAXES			
						INVOICE TOTAL:	8.01
						VENDOR TOTAL:	8.01
GENERAL GENERAL COMMUNICATIONS, INC.							
183282	03/02/11	01	RADIO CHARGERS-GRANT RADIOS	11-22-00-5736		04/12/11	1,910.00
				DONATION-FIRE PURCHASES			
						INVOICE TOTAL:	1,910.00
624719	02/28/11	01	REPAIR-PORTABLE RADIO CHARGER	11-22-00-5262		04/12/11	120.00
				FD-COMMUNICATION SYS MAINT			
						INVOICE TOTAL:	120.00
624881	03/08/11	01	GROUND, FILTER REPAIRS-AMB 2	11-22-00-5262		04/12/11	300.00
				FD-COMMUNICATION SYS MAINT			
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	2,330.00

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GENON	GENEVA ON-LINE INC.						
915608	04/01/11	01	4/11 DSL SVC	99-00-00-5221		04/12/11	60.00
				LIBRARY TELEPHONE/PAGER			
						INVOICE TOTAL:	60.00
915748	04/01/11	01	4/11 E-MAIL SVC	11-12-00-5221		04/12/11	4.00
				MUNICIPAL CT TELEPHONE			
						INVOICE TOTAL:	4.00
						VENDOR TOTAL:	64.00
GLELE	GENEVA LAKES ELECTRIC INC.						
562	03/23/11	01	REPL TIME CLOCK-VETS PK LIGHTS	11-52-01-5350		04/12/11	145.27
				BLDG. MAINT. AND REPAIR			
						INVOICE TOTAL:	145.27
566	03/24/11	01	REPL PHOTOCCELL-LIB PK BATHROOM	11-52-00-5241		04/12/11	84.10
				BLDG. MAINT & REPAIRS-PARK			
						INVOICE TOTAL:	84.10
567	03/30/11	01	RESET STOP LIGHTS	11-34-10-5261		04/12/11	139.00
				STREET LIGHTS REPAIRS			
						INVOICE TOTAL:	139.00
						VENDOR TOTAL:	368.37
GLENV	GENEVA LAKE ENVIRONMENTAL AGEN						
4/11	04/01/11	01	4/11 PAYMENT	40-54-10-5730		04/12/11	1,666.67
				GLAKE ENVIRONMENTAL AGENCY			
						INVOICE TOTAL:	1,666.67
						VENDOR TOTAL:	1,666.67
GLMUS	GENEVA LAKE MUSEUM						
4/11	04/01/11	01	4/11 PAYMENT	11-51-10-5735		04/12/11	1,000.00
				MUSEUM-OPERATIONS SUBSIDY			
						INVOICE TOTAL:	1,000.00
						VENDOR TOTAL:	1,000.00

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GREAT GREAT AMERICA LEASING CORP.							
10660473	03/07/11	01	COPIER LEASE/SUPPORT	99-00-00-5532		04/12/11	536.14
				LIBRARY EQUIP LEASES & MAI			
						INVOICE TOTAL:	536.14
						VENDOR TOTAL:	536.14
HARRIS HARRIS COMPUTER							
MN00001561	03/14/11	01	2011 MSI ANNUAL SUPPORT	11-15-10-5450		04/12/11	4,515.15
				ACCTG & DP PROGRAMMING			
						INVOICE TOTAL:	4,515.15
						VENDOR TOTAL:	4,515.15
HUBBUCH MELISSA HUBBUCH							
3/11 REIMB	03/30/11	01	POSTAGE REIMBURSEMENT	99-00-00-5312		04/12/11	16.82
				LIBRARY POSTAGE			
						INVOICE TOTAL:	16.82
						VENDOR TOTAL:	16.82
HUMPH HUMPHREY'S CONTRACTING							
SIDEWALKS	04/04/11	01	SEMINARY PARK SIDEWALKS	34-30-00-5450		04/12/11	7,261.50
				MAINTENANCE & REPAIRS			
						INVOICE TOTAL:	7,261.50
						VENDOR TOTAL:	7,261.50
ITU ITU INC							
5283760	02/18/11	01	MATS	11-16-10-5360		04/12/11	69.07
				CITY HALL MAINT SERVICE CO			
						INVOICE TOTAL:	69.07
5299231	03/18/11	01	MATS	11-22-00-5360		04/12/11	103.24
				FIREHOUSE MAINT SERVICE CO			
						INVOICE TOTAL:	103.24

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ITU	ITU INC						
5306835	04/01/11	01	MATS,MOPS,FRAGRANCE	40-55-20-5350		04/12/11	60.12
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	60.12
						VENDOR TOTAL:	232.43
JTSCH1	JOINT SCHOOL DISTRICT 1						
CHARGEBACK-3/11	03/25/11	01	MGMT RECRUITERS-CHARGEBACK	11-00-00-1232		04/12/11	44.29
				DELINQUENT PERS PROP TAXES			
						INVOICE TOTAL:	44.29
						VENDOR TOTAL:	44.29
KARCH	MARIAN KARCHER						
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
LARSO	LOIS LARSON						
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
LEAGUE	LEAGUE OF WI MUNICIPALITIES						
DUES-2011	12/14/10	01	LEAGUE DUES-2011	11-11-00-5320		04/12/11	3,932.58
				COUNCIL WIS LEAGUE MEMBERS			
						INVOICE TOTAL:	3,932.58
						VENDOR TOTAL:	3,932.58
LGANIM	LAKE GENEVA ANIMAL HOSPITAL						

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LGANIM LAKE GENEVA ANIMAL HOSPITAL							
345049	03/07/11	01	PICKUP/BOARD STRAY DOG	11-21-00-5399		04/12/11	18.50
				POLICE DEPT MISCELLANEOUS			
						INVOICE TOTAL:	18.50
						VENDOR TOTAL:	18.50
LGHS LAKE GENEVA/GENOA CITY UNION							
CHARGEBACK-3/11	03/25/11	01	MGMT RECRUITERS-CHARGEBACK	11-00-00-1232		04/12/11	16.74
				DELINQUENT PERS PROP TAXES			
						INVOICE TOTAL:	16.74
						VENDOR TOTAL:	16.74
LGUTI LAKE GENEVA UTILITY COMMISSION							
3402	03/28/11	01	AURORA DOT CONSORTIUM FEE	11-32-10-5205		04/12/11	100.00
				DRUG AND ALCOHOL TESTING			
						INVOICE TOTAL:	100.00
RE040511	04/01/11	01	INV 4.0402.00-918 MAIN ST	99-00-00-5222		04/01/11	120.92
				LIBRARY UTILITIES			
		02	INV 4.0472.00-W END LIBR PK FO	11-52-00-5227			12.60
				FOUNTAINS/STATUES-WATER/SE			
		03	INV 4.0404.00-COOK & MAIN	11-52-00-5226			27.90
				PARKS-WATER & SEWER BILLS			
		04	INV 4.0468.00-WRIGLEY DRIVE	40-55-10-5226			475.36
				UPPER RIV WATER & SEWER BI			
		05	INV 4.0469.00-LOWER RIVIERA	40-55-20-5226			113.44
				LOWER RIV WATER & SEWER BI			
		07	INV 5.0100.00-626 GENEVA ST	11-16-10-5226			270.64
				CITY HALL WATER & SEWER EX			
		09	INV 5.0253.00-FLAT IRON PK	11-52-00-5226			116.92
				PARKS-WATER & SEWER BILLS			
		10	INV 5.0255.00-CHAMBER OF COMME	11-52-00-5226			73.09
				PARKS-WATER & SEWER BILLS			

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LGUTI	LAKE GENEVA UTILITY COMMISSION						
RE040511	04/01/11	11	INV 5.0280.00-BAKER/WILLOW SMN	11-52-00-5226		04/01/11	40.88
		12	INV 6.0550.00-WILLIAMS ST PARK	11-52-00-5227			12.60
		13	INV 7.0415.00-730 MARSHALL	11-22-00-5226			160.32
		16	INV 8.0452.00-SAGE ST/DUNN FLD	11-52-00-5226			40.88
		18	INV 11.2001.00-VETS CONCESSION	11-52-01-5226			69.84
		19	INV 5.0257.00-WRIGLEY DR STATU	11-52-00-5227			12.60
		20	INV 11.2000.00-VET'S PARK	11-52-01-5226			42.00
		22	INV 4.0466.00-BEACH HOUSE	40-54-10-5399			69.84
		23	INV 5.0114.00-255 MILL/MUSEUM	11-51-10-5226			97.68
		25	INV 3.0425.00-1055 CAREY	11-32-10-5226			34.81
		26	INV 3.0424.00-1065 CAREY	11-32-10-5226			100.93
		27	INV 3.0420.00-1070 CAREY	11-32-10-5226			27.85
		28	INV 5.0138.00-720 GENEVA	11-52-00-5227			12.60
		29	INV 5.0300.00-255 MILL ST FP	11-51-10-5226			180.63
		30	INV 11.1999.00-VETS PK STORAGE	11-52-01-5226			69.84
		31	INV 4.0307.00-818 GENEVA	42-34-50-5220			12.60
		32	INV 5.0101.00-626 GENEVA ST FP	11-16-10-5226			47.40
				CITY HALL WATER & SEWER EX			

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LGUTI LAKE GENEVA UTILITY COMMISSION							
REG040511	04/01/11	33	INV 4.0474.00 LIB PK RESTROOM	11-52-00-5226		04/01/11	69.84
				PARKS-WATER & SEWER BILLS			
						INVOICE TOTAL:	2,314.01
						VENDOR TOTAL:	2,414.01
LITTNICK LITTLE NICKY'S APPLIANCE							
100024	03/15/11	01	REPAIR DISHWASHER	11-22-00-5241		04/12/11	144.61
				FIREHOUSE REPAIRS			
						INVOICE TOTAL:	144.61
						VENDOR TOTAL:	144.61
LOIS LOIS TIRE SHOP, INC.							
287338	04/04/11	01	TIRE REPAIR	11-32-10-5250		04/12/11	53.50
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	53.50
						VENDOR TOTAL:	53.50
MAIL MAILWAUKEE							
H5T52A	03/16/11	01	METER INK	11-16-10-5532		04/12/11	172.97
				CH POSTAGE METER RENT & EX			
						INVOICE TOTAL:	172.97
						VENDOR TOTAL:	172.97
MAILFI MAILFINANCE							
H2380044	03/26/11	01	METER LEASE-5/11	11-16-10-5532		04/12/11	189.82
				CH POSTAGE METER RENT & EX			
						INVOICE TOTAL:	189.82
						VENDOR TOTAL:	189.82
MALEK MALEK & ASSOCIATES CONSULTANTS							

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MALEK MALEK & ASSOCIATES CONSULTANTS							
4391	03/08/11	01	SUPPRESSION SYS REV-120 BROAD	11-22-00-5750		04/12/11	515.00
				SPRINKLER SYSTEMS EXPENSES			
						INVOICE TOTAL:	515.00
						VENDOR TOTAL:	515.00
MARTIN MARTIN BUSINESS GROUP							
1098467	03/16/11	01	RICOH 1018 CONTR 12/1/10-2/28	11-22-00-5340		04/12/11	150.45
				OPERATING SUPPLIES			
						INVOICE TOTAL:	150.45
1098675	03/21/11	01	RICOH 161 CONTR 3/20-6/19/11	11-12-00-5361		04/12/11	144.00
				EQUIPMENT MAINT SERVICE CO			
						INVOICE TOTAL:	144.00
1098929	03/24/11	01	KONICA 600 CONTR 3/20-4/19/11	11-16-10-5531		04/12/11	106.00
				CH OFFICE EQUIPMENT CONTRA			
		02	KONICA 600 OVERAGE 12/20-3/19	11-16-10-5531			11.22
				CH OFFICE EQUIPMENT CONTRA			
						INVOICE TOTAL:	117.22
						VENDOR TOTAL:	411.67
MCCORM MCCORMACK & ETTEN ARCHITECTS							
0336-3/11	04/01/11	01	3/11 ARCHITECT SVCS	34-30-00-9120		04/12/11	495.00
				MUSEUM REMODEL			
						INVOICE TOTAL:	495.00
1026-3/11	04/01/11	01	3/11 ARCHITECT SVCS	34-30-00-9115		04/12/11	1,362.50
				RIVIERA RENOVATIONS			
						INVOICE TOTAL:	1,362.50
						VENDOR TOTAL:	1,857.50
MIDWEST MIDWEST ACTION CYCLE							

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MIDWEST MIDWEST ACTION CYCLE							
414643	01/04/11	01	ANNUAL MAINTENANCE-HONDA	11-21-00-5361		04/12/11	409.40
				POLICE-EQUIP MAINT SERV CO			
						INVOICE TOTAL:	409.40
						VENDOR TOTAL:	409.40
MIRACLE MIRACLE RECREATION EQUIP CO							
709605	03/25/11	01	REPLACE SPRING-SEM PK RIDE	11-52-00-5352		04/12/11	332.52
				GROUNDS MAINTENANCE SUPPLI			
						INVOICE TOTAL:	332.52
						VENDOR TOTAL:	332.52
MLIC MINNESOTA LIFE INSURANCE CO							
099002-5/11	04/05/11	01	5/11 MUNICIPAL COURT	11-12-00-5134		04/12/11	9.90
		02	5/11 CITY ATTORNEY	MUNICIPAL CT LIFE INSURANC 11-13-00-5134			29.27
		03	5/11 CITY CLERK	CITY ATTORNEY LIFE INSURAN 11-14-30-5134			26.40
		04	5/11 METER DEPT	CITY CLERK LIFE INSURANCE 42-34-50-5134			4.95
		05	5/11 ACCOUNTING	PARKING METERS LIFE INSURA 11-15-10-5134			35.80
		06	5/11 TREASURER	ACCTG & DP LIFE INSURANCE 11-15-30-5134			4.90
		07	5/11 BLDG INSPECTOR	TREASURER LIFE INSURANCE 11-24-00-5134			33.80
		08	5/11 CITY ADMINISTRATOR	BLDG INSPECTOR LIFE INSURA 11-14-20-5134			55.15
		09	5/11 HARBORMASTER	CITY ADMIN LIFE INSURANCE 40-52-10-5134			13.20
		10	5/11 ADMINISTRATIVE	HARBOR LIFE INSURANCE 40-52-10-5134			39.17
				HARBOR LIFE INSURANCE			

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MLIC MINNESOTA LIFE INSURANCE CO							
099002-5/11	04/05/11	11	5/11 PAYROLL DEDUCTIONS	11-00-00-2134		04/12/11	306.51
				LIFE INSURANCE DEDUCTION			
						INVOICE TOTAL:	559.05
099009-5/11	04/05/11	01	5/11 POLICE	11-21-00-5134		04/12/11	221.19
				POLICE DEPT LIFE INSURANCE			
		02	5/11 ADMINISTRATIVE	11-10-00-5133			37.24
				LIFE INSURANCE POLICY FEES			
		03	5/11 PAYROLL DEDUCTIONS	11-00-00-2134			452.03
				LIFE INSURANCE DEDUCTION			
						INVOICE TOTAL:	710.46
099010-5/11	04/05/11	01	5/11 FIRE DEPT	11-22-00-5133		04/12/11	89.34
				FIRE DEPT LIFE INSURANCE			
		02	5/11 ADMINISTRATIVE	11-10-00-5133			15.07
				LIFE INSURANCE POLICY FEES			
						INVOICE TOTAL:	104.41
099019-5/11	04/05/11	01	5/11 LIBRARY	99-00-00-5134		04/12/11	102.69
				LIFE INSURANCE			
		02	5/11 ADMINISTRATIVE FEES	11-10-00-5133			17.74
				LIFE INSURANCE POLICY FEES			
		03	5/11 PAYROLL DEDUCTIONS	11-00-00-2134			26.59
				LIFE INSURANCE DEDUCTION			
						INVOICE TOTAL:	147.02
099044-5/11	04/05/11	01	5/11 METER DEPT	42-34-50-5134		04/12/11	8.33
				PARKING METERS LIFE INSURA			
		02	5/11 ADMINISTRATIVE	11-10-00-5133			0.97
				LIFE INSURANCE POLICY FEES			
		03	5/11 PAYROLL DEDUCTIONS	11-00-00-2134			8.65
				LIFE INSURANCE DEDUCTION			
						INVOICE TOTAL:	17.95
099052-5/11	04/05/11	01	5/11 RIVIERA MAINTENANCE	40-55-10-5134		04/12/11	25.40
				RIVIERA MTCE LIFE INSURANC			

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MLIC MINNESOTA LIFE INSURANCE CO							
099052-5/11	04/05/11	02	5/11 STREET	11-32-10-5134		04/12/11	161.87
		03	5/11 CITY HALL MAINTENANCE	11-16-10-5134			11.87
		04	5/11 ADMINISTRATIVE	11-10-00-5133			35.63
		05	5/11 PAYROLL DEDUCTIONS	11-00-00-2134			377.21
						INVOICE TOTAL:	611.98
						VENDOR TOTAL:	2,150.87
NAPAE NAPA AUTO PARTS-ELKHORN							
787322	02/04/11	01	BELT-SANDPRO	11-52-00-5250		04/12/11	17.18
						INVOICE TOTAL:	17.18
793166	03/21/11	01	WASHER PUMP-TRK 56	11-32-10-5351		04/12/11	16.62
						INVOICE TOTAL:	16.62
793826	03/25/11	01	OIL/AIR FILTERS	11-32-10-5351		04/12/11	39.11
						INVOICE TOTAL:	39.11
						VENDOR TOTAL:	72.91
NAPAR NAPA AUTO PARTS							
194092	03/29/11	01	TIRE VALVE	11-32-10-5351		04/12/11	2.21
						INVOICE TOTAL:	2.21
						VENDOR TOTAL:	2.21
OAKHIL OAK HILL CEMETERY							

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OAKHIL OAK HILL CEMETERY							
4/11	04/01/11	01	4/11 PAYMENT	11-70-00-5750		04/12/11	13,333.33
				CEMETERY-OPERATING CONTRIB			
						INVOICE TOTAL:	13,333.33
						VENDOR TOTAL:	13,333.33
OTTER OTTER SALES & SERVICE INC.							
14854	03/10/11	01	FIX FRONT BRAKE ADJUSTER	11-32-10-5250		04/12/11	207.16
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	207.16
14890	03/24/11	01	FIX PARKING BRAKE	11-32-10-5250		04/12/11	251.06
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	251.06
P116409	03/02/11	01	MUFFLER,CLAMPS-TRK 25	11-32-10-5250		04/12/11	396.75
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	396.75
						VENDOR TOTAL:	854.97
PAL PAL STEEL COMPANY INC							
39077	03/28/11	01	STEEL CHANNEL-BIRD HOUSES	11-52-00-5352		04/12/11	43.18
				GROUNDS MAINTENANCE SUPPLI			
						INVOICE TOTAL:	43.18
						VENDOR TOTAL:	43.18
PALMER PALMER COMPANY							
131282-00	03/21/11	01	PARK BATHROOM SUPPLIES	11-52-00-5350		04/12/11	493.07
				BLDG MAINT SUPPLIES-PARKS			
		02	DISCOUNT EARNED	11-00-00-4819			-4.86
				DISCOUNTS EARNED			
						INVOICE TOTAL:	488.21

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PALMER PALMER COMPANY							
131432-00	03/25/11	01	PAPER TOWELS	99-00-00-5250		04/12/11	216.85
		02	DISCOUNT EARNED	LIBRARY BLDG REPAIR & MAIN 11-00-00-4819			-2.10
				DISCOUNTS EARNED			
						INVOICE TOTAL:	214.75
						VENDOR TOTAL:	702.96
PCF PETTY CASH - FIRE DEPT							
3/11	03/24/11	01	6/1/10 MAILINGS TO AHERN/MALEK	11-22-00-5312		04/12/11	9.90
		02	5/7/10 MAILING TO AHERN	POSTAGE-FIRE DEPT 11-22-00-5312			3.26
		03	6/15/10 MAILING TO AHERN	POSTAGE-FIRE DEPT 11-22-00-5312			7.02
		04	5/4/10 MAILING TO MALEK/DOC	POSTAGE-FIRE DEPT 11-22-00-5312			8.80
		05	2/16/10 MAILING OF FIRE ALARM	POSTAGE-FIRE DEPT 11-22-00-5312			8.87
		06	3/11/10 MAILING TO MALEK	POSTAGE-FIRE DEPT 11-22-00-5312			5.00
		07	2/10/10 MAILING TO MALEK	POSTAGE-FIRE DEPT 11-22-00-5312			5.35
		08	1/20/10 MAILING TO SIMPLEX	POSTAGE-FIRE DEPT 11-22-00-5312			5.00
		09	2/24/10 MAILING TO ENTERPRISE	POSTAGE-FIRE DEPT 11-22-00-5312			3.09
		10	3/3/10 MAILING TO MALEK	POSTAGE-FIRE DEPT 11-22-00-5312			5.00
		11	2/1/10 MAILING TO MALEK	POSTAGE-FIRE DEPT 11-22-00-5312			5.00
		12	4/8/10 MAILING	POSTAGE-FIRE DEPT 11-22-00-5312			1.39
		13	4/19/10 MAILING TO AHERN	POSTAGE-FIRE DEPT 11-22-00-5312			5.61

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PCF PETTY CASH - FIRE DEPT							
3/11	03/24/11	14	9/28/10 POWERGRAB	11-22-00-5399		04/12/11	7.35
		15	12/12/10 PEGS	11-22-00-5399			16.70
		16	DEDUCTION IN PETTY CASH	11-22-00-1001			-50.00
						INVOICE TOTAL:	47.34
						VENDOR TOTAL:	47.34
PCL PETTY CASH - LIBRARY							
DVD	03/07/11	01	DVD FROM BLOCKBUSTER	99-00-00-5414		04/12/11	10.39
				LIBRARY NONPRINT MATERIALS			
						INVOICE TOTAL:	10.39
STATIONARY	03/07/11	01	STATIONARY	99-00-00-5211		04/12/11	6.00
				GENERAL ADMIN EXPENSES			
						INVOICE TOTAL:	6.00
WATER	03/16/11	01	WALMART-WATER FOR MTG	99-00-00-5211		04/12/11	7.98
				GENERAL ADMIN EXPENSES			
						INVOICE TOTAL:	7.98
						VENDOR TOTAL:	24.37
PHILIPS PHILIPS MEDICAL CAPITAL							
8861616	03/06/11	01	MONITOR/DEFIB LEASE-3/11	11-22-00-5810		04/12/11	873.50
				EMS EQUIPMENT OUTLAY			
						INVOICE TOTAL:	873.50
						VENDOR TOTAL:	873.50
QUART QUARTERMASTER							
P664042901014	03/08/11	01	UNIFORM-BRADEN	11-21-00-5138		04/12/11	350.92
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	350.92
						VENDOR TOTAL:	350.92

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QUILL QUILL CORPORATION							
2748109	03/03/11	01	CD'S,DVD'S,PAPER,LABELS	11-21-00-5310		04/12/11	144.56
				POLICE DEPT OFFICE SUPPLIE			
						INVOICE TOTAL:	144.56
2915743	03/10/11	01	DVD CASE LABELS	99-00-00-5512		04/12/11	112.45
				LIBRARY PROCESSING SUPPLIE			
						INVOICE TOTAL:	112.45
3082456	03/17/11	01	SHIPPING ENVELOPES,STAPLER	11-21-00-5310		04/12/11	65.41
				POLICE DEPT OFFICE SUPPLIE			
						INVOICE TOTAL:	65.41
3083035	03/17/11	01	SHEET PROTECTORS	11-21-00-5310		04/12/11	33.72
				POLICE DEPT OFFICE SUPPLIE			
						INVOICE TOTAL:	33.72
						VENDOR TOTAL:	356.14
RACINE RACINE COUNTY OPPORTUNITY CTR.							
43249	03/14/11	01	2/11 CLEANING SVC	99-00-00-5250		04/12/11	831.25
				LIBRARY BLDG REPAIR & MAIN			
						INVOICE TOTAL:	831.25
						VENDOR TOTAL:	831.25
RECORD RECORDED BOOKS LLC							
74119162	03/11/11	01	CD RECORDED BOOKS-3	99-00-00-5414		04/12/11	23.85
				LIBRARY NONPRINT MATERIALS			
						INVOICE TOTAL:	23.85
74121034	03/22/11	01	CD RECORDED BOOK-1	99-00-00-5414		04/12/11	7.95
				LIBRARY NONPRINT MATERIALS			
						INVOICE TOTAL:	7.95
74130432	03/04/11	01	CD RECORDED BOOKS-2	99-00-00-5414		04/12/11	13.90
				LIBRARY NONPRINT MATERIALS			
						INVOICE TOTAL:	13.90

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RECORD	RECORDED BOOKS LLC						
74130435	03/04/11	01	CD RECORDED BOOK-1	99-00-00-5414		04/12/11	6.95
				LIBRARY NONPRINT MATERIALS			
						INVOICE TOTAL:	6.95
						VENDOR TOTAL:	52.65
RED	RED THE UNIFORM TAILOR						
00W47797	02/28/11	01	UNIFORM-PANTS,SWEATSHIRT-TERHA	11-22-00-5138		04/12/11	93.01
				FIRE DEPT. UNIFORMS			
						INVOICE TOTAL:	93.01
00W47847	02/28/11	01	UNIFORM-BRECKENFELD	11-21-00-5138		04/12/11	192.62
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	192.62
00W47916	02/28/11	01	UNIFORM-SWEATSHIRT-MOLLER-GUND	11-22-00-5138		04/12/11	91.00
				FIRE DEPT. UNIFORMS			
						INVOICE TOTAL:	91.00
00W47917	02/28/11	01	UNIFORM-PANTS,SWEATSHIRT-OPPER	11-22-00-5138		04/12/11	183.71
				FIRE DEPT. UNIFORMS			
						INVOICE TOTAL:	183.71
00W47918	02/28/11	01	UNIFORM-SWEATSHIRT-BEAUDIN	11-22-00-5138		04/12/11	80.72
				FIRE DEPT. UNIFORMS			
						INVOICE TOTAL:	80.72
00W48064	02/28/11	01	UNIFORM-DERRICK	11-21-00-5138		04/12/11	129.15
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	129.15
0B154517	03/10/11	01	UNIFORM-RASMUSSEN	11-21-00-5138		04/12/11	22.43
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	22.43

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RED THE UNIFORM TAILOR							
OB154518	03/10/11	01	UNIFORM-MCCLELLAN	11-21-00-5138		04/12/11	22.43
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	22.43
OB155685	03/17/11	01	UNIFORM-DERRICK	11-21-00-5138		04/12/11	69.98
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	69.98
OW47784A	02/28/11	01	UNIFORM-MCCLELLAN	11-21-00-5138		04/12/11	292.50
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	292.50
OW47847A	03/10/11	01	UNIFORM-BRECKENFELD	11-21-00-5138		04/12/11	52.03
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	52.03
						VENDOR TOTAL:	1,229.58
REINDER REINDERS							
1332007-00	03/28/11	01	SANDPRO ATTACHMENT-BALL FIELDS	11-00-00-1391		04/12/11	1,300.00
				A/R BILL OUTS			
		02	SANDPRO ATTACHMENT-BALL FIELDS	11-52-00-5250			1,265.00
				EQUIPMENT REPAIR SERVICES			
						INVOICE TOTAL:	2,565.00
						VENDOR TOTAL:	2,565.00
RICHARD KARA RICHARDSON							
3/15/11	03/24/11	01	ICAC MTG MILEAGE-167 MILES	11-21-00-5330		04/12/11	85.17
				PD TRAVEL-MILEAGE/TRAVEL			
						INVOICE TOTAL:	85.17
						VENDOR TOTAL:	85.17
ROTE ROTE OIL COMPANY							

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ROTE OIL COMPANY							
105958	03/15/11	01	339.6 GAL UNDYED DIESEL	11-32-10-5341		04/12/11	1,270.44
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	1,270.44
105971	03/21/11	01	76.5 GAL UNDYED DIESEL	11-32-10-5341		04/12/11	282.06
		02	433.6 GAL DYED DIESEL	11-32-10-5341			1,464.70
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	1,746.76
106009	03/28/11	01	65.3 GAL UNDYED DIESEL	11-32-10-5341		04/12/11	245.85
		02	41.7 GAL DYED DIESEL	11-32-10-5341			144.12
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	389.97
22680	03/23/11	01	GEAR OIL-5 GAL	11-32-10-5341		04/12/11	62.00
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	62.00
						VENDOR TOTAL:	3,469.17
RUSSE JUDITH RUSSELL							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
SAPPI CAROLE SAPPINGTON							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00

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SCHERR SCHERRER CONST CO INC							
DRAW 3	03/31/11	01	RIV REMODEL-DRAW 3	34-30-00-9115 RIVIERA RENOVATIONS		04/12/11	59,757.00
						INVOICE TOTAL:	59,757.00
						VENDOR TOTAL:	59,757.00
SCHNE KEN SCHNEIDER							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190 POLL WORKERS FEES		04/12/11	102.00
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
SHERIFF WALWORTH COUNTY SHERIFF							
2/11	02/28/11	01	2/11 PRISONER CONFINEMENT	11-12-00-5290 CARE OF PRISONERS		04/12/11	435.00
						INVOICE TOTAL:	435.00
						VENDOR TOTAL:	435.00
SHERW SHERWIN-WILLIAMS COMPANY							
7935-4	03/22/11	01	ACETONE FOR PAINTER	11-34-10-5370 MARKING PAINT		04/12/11	73.16
						INVOICE TOTAL:	73.16
7972-7	03/22/11	01	GARBAGE CAN PAINT	11-52-00-5352 GROUNDS MAINTENANCE SUPPLI		04/12/11	41.53
						INVOICE TOTAL:	41.53
8076-6	03/24/11	01	FLEX GUN,REPAIR KIT-PAINTER	11-34-10-5370 MARKING PAINT		04/12/11	212.00
						INVOICE TOTAL:	212.00
						VENDOR TOTAL:	326.69
SHI SHI COMPUTERS							

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SHI	SHI COMPUTERS						
B00256590	03/28/11	01	13 SERVER USER LICENSES	11-15-10-5450 ACCTG & DP PROGRAMMING		04/12/11	1,164.80
						INVOICE TOTAL:	1,164.80
						VENDOR TOTAL:	1,164.80
SIMPLX	SIMPLEXGRINNEL						
66413794	03/17/11	01	FIX LEAK-SPRINKLER SYSTEM	11-16-10-5240 CITY HALL BUILDING REPAIRS		04/12/11	527.50
						INVOICE TOTAL:	527.50
						VENDOR TOTAL:	527.50
SKILL	DEBRA SKILLING						
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190 POLL WORKERS FEES		04/12/11	102.00
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
SOMAR	SOMAR TEK LLC/SOMAR ENTERPRISE						
95785	03/07/11	01	UNIFORM-DERRICK	11-21-00-5138 PD UNIFORM ALLOWANCE		04/12/11	138.00
						INVOICE TOTAL:	138.00
95808	03/16/11	01	UNIFORM-HANSON	11-21-00-5138 PD UNIFORM ALLOWANCE		04/12/11	23.00
						INVOICE TOTAL:	23.00
95842	03/30/11	01	UNIFORM-HALL	11-21-00-5138 PD UNIFORM ALLOWANCE		04/12/11	19.99
						INVOICE TOTAL:	19.99
						VENDOR TOTAL:	180.99
STARK	H.E. STARK AGENCY INC						

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STARK H.E. STARK AGENCY INC							
6089COURT-2/11	03/08/11	01	2/11 INTEREST	11-12-00-4811		04/12/11	250.46
		02	2/11 COLLECTION FEES	11-12-00-5214			301.11
				MUNICIPAL CT INTEREST INCO			
				COLLECTION FEES			
						INVOICE TOTAL:	551.57
						VENDOR TOTAL:	551.57
STELT NORMA STELTENPOHL							
4/5/11	04/05/11	01	4/5/11 ELECTION INSPECTOR	11-14-30-5190		04/12/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
STELTJ JONATHON STELTENPOHL							
MILEAGE-2/11	03/09/11	01	EMT SCHOOL MILEAGE-52 MILES	11-22-00-5412		04/12/11	26.52
				TUITION REIMB PER CONTRACT			
						INVOICE TOTAL:	26.52
						VENDOR TOTAL:	26.52
STREIC STREICHER'S-MILWAUKEE							
I823463	03/23/11	01	UNIFORM-GRITZNER	11-21-00-5138		04/12/11	86.96
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	86.96
I824840	03/29/11	01	UNIFORM-NELSON	11-21-00-5138		04/12/11	12.99
				PD UNIFORM ALLOWANCE			
						INVOICE TOTAL:	12.99
						VENDOR TOTAL:	99.95
SUMME JOHN SUMMERS							
3/11	03/25/11	01	3/11 MILEAGE-193 MILES	11-24-00-5330		04/12/11	98.43
				BLDG INSPECTOR TRAVEL-MILE			
						INVOICE TOTAL:	98.43
						VENDOR TOTAL:	98.43

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TAPE	TAPEANDMEDIA.COM LLC						
T734194	03/16/11	01	INSERT TRAYS	99-00-00-5512		04/12/11	43.69
				LIBRARY PROCESSING SUPPLIE			
						INVOICE TOTAL:	43.69
						VENDOR TOTAL:	43.69
TORRES	MARIA TORRES						
3/11	03/19/11	01	INTERPRETER-3/19/11	11-21-00-5140		04/12/11	120.00
				PD INTERPRETERS FEES			
						INVOICE TOTAL:	120.00
						VENDOR TOTAL:	120.00
TORRESA	ALEX TORRES						
3/29/11	03/29/11	01	AMMO-1500 ROUNDS	11-21-00-5410		04/12/11	525.00
				POLICE DEPT TRAINING EXPEN			
						INVOICE TOTAL:	525.00
3/29/11-A	03/29/11	01	AMMO-500 ROUNDS	11-21-00-5410		04/12/11	187.50
				POLICE DEPT TRAINING EXPEN			
						INVOICE TOTAL:	187.50
						VENDOR TOTAL:	712.50
TROM	TROMCOM						
22272	03/14/11	01	LIGHT BAR-NEW SQUAD	41-21-00-9078		04/12/11	1,800.00
				SQUAD CAR REPL PROGRAM			
						INVOICE TOTAL:	1,800.00
						VENDOR TOTAL:	1,800.00
TSC	TRACTOR SUPPLY COMPANY						
6035301200174033-2/1	03/21/11	01	LOCKING PIN-PLOW BLADE	11-32-12-5351		04/12/11	9.96
				EQUIP MAINT SUPPL-SNOW & I			
						INVOICE TOTAL:	9.96
						VENDOR TOTAL:	9.96

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UNIQUE UNIQUE MANAGEMENT SERVICES							
207122	03/01/11	01	COLLECTION FEES-2/11	99-00-00-5510		04/12/11	35.80
				LIBRARY SIRSI			
						INVOICE TOTAL:	35.80
						VENDOR TOTAL:	35.80
UNITOCC UNITED OCC MEDICAL SVC, LLC							
2/11	03/02/11	01	PRE-EMPLOYMENT SCREENING	11-21-00-5411		04/12/11	48.00
				POLICE-APPLICATION PROCESS			
						INVOICE TOTAL:	48.00
						VENDOR TOTAL:	48.00
USPOST US POST OFFICE							
STAMPS-3/11	03/14/11	01	STAMPS-10 BOOKS	99-00-00-5312		04/12/11	88.00
				LIBRARY POSTAGE			
						INVOICE TOTAL:	88.00
						VENDOR TOTAL:	88.00
VANDE VANDEWALLE & ASSOCIATES, INC.							
201103018	03/31/11	01	HUMMEL LAWSUIT RESEARCH	11-69-30-5212		04/12/11	1,830.60
				OUTSIDE PROFESSIONAL PLANN			
						INVOICE TOTAL:	1,830.60
						VENDOR TOTAL:	1,830.60
VON VON BRIESEN & ROPER, S.C.							
6969	03/04/11	01	GENERAL POLICE MATTERS	11-21-00-5214		04/12/11	164.00
				OUTSIDE LEGAL EXPENSES			
						INVOICE TOTAL:	164.00
6970	03/04/11	01	PERSONNEL MATTER	11-21-00-5214		04/12/11	348.50
				OUTSIDE LEGAL EXPENSES			
						INVOICE TOTAL:	348.50
						VENDOR TOTAL:	512.50

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WALCO WALWORTH COUNTY TREASURER							
64-246-3/11	04/05/11	01	COURT FINES-COUNTY-3/11	11-12-00-2420 COURT FINES-COUNTY		04/12/11	999.53
						INVOICE TOTAL:	999.53
CHARGEBACK-3/11	03/25/11	01	MGMT RECRUITERS-CHARGEBACK	11-00-00-1232 DELINQUENT PERS PROP TAXES		04/12/11	24.87
						INVOICE TOTAL:	24.87
						VENDOR TOTAL:	1,024.40
WHOLE WHOLESALE DIRECT INC.							
000184733	03/22/11	01	LED LIGHTS-SWEEPER	11-32-10-5351 VEHICLE/EQUIPMENT MAINTENA		04/12/11	70.30
						INVOICE TOTAL:	70.30
						VENDOR TOTAL:	70.30
WILAB WISCONSIN STATE LABORATORY							
3986238	02/28/11	01	ALCOHOL BLOOD TEST	11-21-00-5380 POLICE SPECIAL INVESTIGATI		04/12/11	40.00
						INVOICE TOTAL:	40.00
						VENDOR TOTAL:	40.00
WILLK JERRY WILLKOMM INC							
166399	03/18/11	01	1402 GAL UNLEADED GASOLINE	11-32-10-5341 VEHICLE-FUEL & OIL		04/12/11	4,723.34
						INVOICE TOTAL:	4,723.34
						VENDOR TOTAL:	4,723.34
WINTER WINTER EQUIPMENT COMPANY INC							
IV11107	03/24/11	01	PLOW GUARD CURB SHOE	11-32-12-5351 EQUIP MAINT SUPPL-SNOW & I		04/12/11	147.76
						INVOICE TOTAL:	147.76
						VENDOR TOTAL:	147.76

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WISC	STATE OF WISCONSIN						
64-246-3/11	04/05/11	01	COURT FINES-STATE-3/11	11-12-00-2424		04/12/11	3,259.18
				COURT FINES-STATE PORTION			
						INVOICE TOTAL:	3,259.18
						VENDOR TOTAL:	3,259.18
YMCA	YMCA						
4/1/11	04/01/11	01	4/11 PAYMENT	11-70-00-5760		04/12/11	3,818.33
				YMCA-YOUTH ATHLETIC PROGRA			
						INVOICE TOTAL:	3,818.33
						VENDOR TOTAL:	3,818.33
ZARN	ZARNOTH BRUSH WORKS INC						
0132491-IN	03/16/11	01	SWEEP BROOMS	34-30-00-5450		04/12/11	1,800.00
				MAINTENANCE & REPAIRS			
		02	SWEEP BROOMS	11-32-10-5370			1,061.20
				ROAD MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	2,861.20
						VENDOR TOTAL:	2,861.20
						TOTAL ALL INVOICES:	210,769.76