



COMMITTEE OF THE WHOLE
MONDAY, MAY 4, 2015 – 6:30 PM
CITY HALL BUILDING, COUNCIL CHAMBERS

AGENDA

1. Council President Kupsik calls the meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes from March 2, 2015 Committee of the Whole Meeting as distributed
5. Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.
6. Presentation by Community Action Inc – creating pathways out of poverty
7. Discussion/Recommendation on Public Comments
8. **STANDING COMMITTEE REPORTS.** The following Aldermen will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.
 - a. Finance, License & Regulation Committee, Alderman Kupsik
 - b. Personnel Committee, Alderman Hedlund
 - c. Public Works Committee, Alderman Kordus
 - d. Piers, Harbors, & Lakefront Committee, Alderman Wall
9. **COMMITTEE, COMMISSION AND BOARD REPORTS.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.
 - a. Utility Commission, Aldermen Hedlund & Wall
 - b. Tree Board, Alderman Kupsik

- c. Police & Fire Commission, Alderman Gelting
- d. Plan Commission, Alderman Kupsik
- e. Board of Park Commissioners, Alderman Kupsik
- f. Library Board, Alderman Hill
- g. Historic Preservation Commission, Alderman Chappell
- h. Cemetery Commission, Alderman Kordus
- i. Parking Commission, Alderman Gelting
- j. Communications Committee, Alderman Kordus
- k. Avian Committee, Alderman Wall

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

- a. Chamber of Commerce, Alderman Kordus
- b. Geneva Lake Museum, Alderman Chappell
- c. Lake Geneva Economic Development Corporation, Aldermen Gelting & Hedlund
- d. Geneva Lake Environmental Agency, Alderman Wall
- e. Geneva Lakes Family YMCA, Alderman Kupsik
- f. Geneva Lake Use Committee, Alderman Hill

11. Adjourn

<p><i>This is a meeting of the Committee of the Whole. No official Council action will be taken; however, a quorum of the Council will be present.</i></p>
--

5/1/2015 11:00am

cc: Aldermen, Mayor, Administrator, Attorney, Media

**COMMITTEE OF THE WHOLE
MONDAY, MARCH 2, 2015 - 6:30 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Kupsik called the meeting to order at 6:32 p.m.

Pledge of Allegiance led by Council President Kupsik.

Roll Call. Present: Aldermen Chappell, Wall, Kordus, Hill, Kupsik, Hedlund, and Kehoe (Arrived Late). Also present: City Administrator Jordan. Excused: Alderman Lyon.

Wall/Kordus motion for approval of Minutes from February 2, 2015 Committee of the Whole Meeting as distributed. Motion carried 6 to 0.

Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items.

Terry O'Neill, 954 George St., stated that he would like the TIF closed.

Richard Malmin, N1991 South Lake Shore Dr., stated that long before there was a United States of America, the Native Americans inhabited this area. They preserved the area for the welfare of future generations. The Lake has drawn in a number of different Native American tribes over the years just as it draws in tourists today. As settlers came over, they too were drawn in by the lake and dispatched the Natives to build huge estates and homes nearby. The Indian trail and site running along the sand beach on the east end was spared from development because it was a very scenic and special spot. Shortly after Chief Big Foot and the Potawatomi were expelled from the area by the 1833 Treaty of Chicago, a 6 mile road was ordered by the Walworth Commissioners in 1839 to connect the Illinois border to Center Street in Geneva Village. There was a provision in the commission of this road to include the Indian trail that ran along the sand beach on the east shore. This area and historic road are still intact. Mr. Malmin is hoping that the road can be saved for current and future generations to enjoy.

Mary Jo Fesenmaier, 955 George St., wanted to take a second to announce that the K-5th graders in the Lake Geneva schools read over 3,000 books on Friday February 27th for the Read the Most contest. She stated that young people love to read for enjoyment and learning. Ms. Fesenmaier had some questions regarding the relocation of Lake Shore Drive into Big Foot Beach State Park. Ms. Fesenmaier stated she attended the January 15th Public Works meeting. Upon searching for the agenda, she noticed a few agenda items she questioned: Signage in the Downtown-Discussion Regarding Making Uniform-Continued from December Meeting, South Lake Shore Drive at Big Foot State Park, Downtown Landscape Maintenance Contract-Breezy Hill, Downtown Street Parking Reconfigurations. She stated that item number two seemed mysterious. She stated that the newspaper was not invited to the meeting, and explained that a citizen did contact the paper so they were present. She feels that the City should have contacted the newspaper to attend. According to Dan Schuller, upgrading items in the park wouldn't happen until the money became available in 2017. Ms. Fesenmaier wonders how likely is there to be funds for upgrading in 2017 when the DNR budget is much less than the last bi-annual budget. She stated that one of the reasons for the proposed relocation seen in a news article was wave action eroding the base. She feels this could be the simple failure of the City to reinforce the edges with fill. Ms. Fesenmaier questioned if the city or the state will pay for the sand and rock removal from the current road bed, the parking lots and roads, and the replacement of the trails and trees. As well as who will be paying for the boat launch. She closed by stating she would like to see a vote to close the TIF and a vote against relocating the road.

Discussion on setting a date for TIF workshop

City Administrator Jordan stated that he had sent out an email with three dates: Thursday March 12th at 5:00, Saturday March 14th at 8:30 and Thursday March 19th at 5:00pm. Three people said they could meet at any time, two said they would like Thursday the 12th and two that would like Saturday the 14th. He said they need to make a decision because a representative from Vandewalle & Associates will need to be there to help with the workshop. The purpose of the workshop is to determine a time table and discuss if there are any projects left to do. If there are not any projects, a letter would be sent to the State saying it will be closed. If there are, we would have to go to the JRB to ask them to allow the city to spend whatever is above and beyond what is already in place, along with setting up time tables. Alderman Hill asked who would be attending this workshop. Mr. Jordan stated it would be the Alderpersons and Scott Harrington who

is the TIF person. He also stated that no action will be taken at the workshop. Mayor Connors stated the workshop would be open to the public. He explained that if there are no projects, the TIF funds are returned to the jurisdiction not the people. It would go to the County, the City, Badger High School, Joint 1, and Gateway. It was decided that the workshop will be held on Saturday, March 14th.

Alderman Kupsik also noted that the April Committee of the Whole will be cancelled due to the election.

Standing Committee Reports given:

Finance, License & Regulation Committee, City Administrator Jordan
Personnel Committee, Alderman Kupsik
Public Works Committee, Aldermen Kordus/Hill
Piers, Harbors, & Lakefront Committee, Alderman Wall

Committee, Commission and Board Reports given:

Utility Commission, Aldermen Wall/Hedlund
Tree Board, Alderman Kupsik
Police & Fire Commission, Alderman Hill
Planning Commission, Alderman Kupsik
Board of Park Commissioners, Alderman Kupsik
Historic Preservation, Alderman Kehoe
Cemetery Commission, Alderman Kordus
Parking Commission, Aldermen Kordus/Hill
Communications Committee, Alderman Kordus
Avian Committee, Alderman Wall

Other Boards and Committee Reports given:

Chamber of Commerce, Alderman Kordus
Geneva Lake Museum, Alderman Chappell
Lake Geneva Economic Development Corporation, Alderman Kupsik
Geneva Lake Environmental Agency, Alderman Chappell
Geneva Lakes Family YMCA, Alderman Kupsik

Kordus/Hill motion to adjourn the meeting at 7:17 p.m. Motion carried 7 to 0.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMITTEE OF THE WHOLE

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, MARCH 9, 2015 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Lyon called the meeting to order at 6:02 p.m.

Roll Call. Present: Aldermen Kordus, Kupsik, Wall, Kehoe and Lyon. Also Present: City Administrator Jordan, Comptroller Pollitt, Director of Public Works Winkler and City Clerk Waswo.

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 wanted to comment on the accounts payable. Mr. O'Neill stated he was concerned with the debt payment as it does not agree with the budget resolution 14-R44. Mr. O'Neill also stated the Alliant Energies doesn't add up as well but it is a relatively small debt. He requested an explanation on how the numbers add up.

Approval of Minutes

Wall/Kordus motion to approve the Finance, License and Regulation Committee Meeting minutes of February 23, 2015, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Park Reservation Permit application filed by Brandon Stevens on behalf of the Lake Geneva Jaycees to use Seminary Park for the annual Jaycees Easter Egg Hunt on Saturday, April 4, 2015 from 8:00am to 2:00pm (recommended by the Board of Park Commissioners on March 4, 2015)

Kupsik/Kehoe motion to recommend approval. Unanimously carried.

Park Reservation Permit application filed by Deidre Glasgow for a Wedding Ceremony on Monday, May 4, 2015 at Flat Iron Park from 2:00pm to 5:00pm (recommended by the Board of Park Commissioners on March 4, 2015)

Kupsik/Kehoe motion to recommend approval. Unanimously carried.

Park Reservation Permit application filed by Barbara Foss for a Family Picnic on Saturday, June 13, 2015 at Seminary Park from 10:00am to 6:00pm (recommended by the Board of Park Commissioners on March 4, 2015)

Kupsik/Wall motion to recommend approval. Unanimously carried.

Park Reservation Permit application filed by Kimberly Rybicki and Peter Olesen for a Day After Wedding Gathering on Sunday, August 30, 2015 at Flat Iron Park from 10:00am to 3:00pm (recommended by the Board of Park Commissioners on March 4, 2015)

Kupsik/Kehoe motion to recommend approval. Unanimously carried.

Renewal of Massage Establishment License application filed by Meridian Condominium Association d/b/a Bella Vista Suites Hotel, 335 Wrigley Dr., Lake Geneva

Kordus/Wall motion to recommend approval. Alderman Kehoe questioned the license approval process. Alderman Lyon stated this committee would have the final approval. City Clerk Waswo stated the Police Chief also reviews the application and has recommended it for approval. Unanimously carried.

Original Massage Establishment License application filed by RAW Lake Geneva, LLC d/b/a RAW Salon and Spa, LLC, 706 Main St., Lake Geneva

Kordus/Kupsik motion to recommend approval. Unanimously carried.

Original 2014-2015 Operator's (Bartender) License applications filed by Trevor Carlson, Mary Lou Gilmore, and Anna Orsi.

Wall/Kordus motion to recommend approval. Unanimously carried.

RESOLUTIONS

Resolution 15-R07, authorizing the 2014 transfer of monies from the Designated Fund Balance-PD Vest Donations account to the Undesignated Fund Balance account in the amount of \$1,299.88

Kordus/Wall motion to recommend approval. Unanimously carried.

Resolution 15-R08, authorizing the 2014 transfer of monies from the Designated Fund Balance –PD State Seizures account to the Undesignated Fund Balance account in the amount of \$1,118.83

Wall/Kordus motion to recommend approval. Unanimously carried.

Resolution 15-R09, authorizing the 2014 transfer of monies from the Designated Fund Balance-PD Uniform Allowance account to the Undesignated Fund Balance account in the amount of \$775.59

Kupsik/Kordus motion to recommend approval. Unanimously carried.

Resolution 15-R10, authorizing the 2014 transfer of monies from the Designated Fund Balance-PD Donations account to the Undesignated Fund Balance account in the amount of \$4,458.00

Wall/Kordus motion to recommend approval. Unanimously carried.

Resolution 15-R11, authorizing the 2014 transfer of monies from the Undesignated Fund Balance account to the Designated Fund Balance-Fire CPR Revenue account in the amount of \$469.44

Wall/Kordus motion to recommend approval. Unanimously carried.

Resolution 15-R12, authorizing the 2014 transfer of monies from the Undesignated Fund Balance account to the Designated Fund Balance-Fire Donations account in the amount of \$4,328.71

Kupsik/Wall motion to recommend approval. Unanimously carried.

Resolution 15-R13, authorizing the 2014 transfer of monies from the Designated Fund Balance-EMS Act 102 Program account to the Undesignated Fund Balance account in the amount of \$3,367.73

Wall/Kordus motion to recommend approval. Unanimously carried.

Resolution 15-R14, a 2015 budget amendment authorizing the carry-forward of the Police and Fire 2014 Capital Projects Budget balances, totaling \$120,959.00

Kordus/Wall motion to recommend approval. Unanimously carried.

Resolution 15-R15, a 2015 budget amendment authorizing the carry-forward of the unspent 2014 Capital Project balances totaling \$1,044,644.00

Kordus/Kupsik motion to recommend approval. Unanimously carried.

Resolution 15-R16, a 2015 budget amendment authorizing additional 2015 Capital Projects, totaling \$716,942.00

Kupsik/Kordus motion to recommend approval. Unanimously carried.

Resolution 15-R17, authorizing the 2014 transfer of monies from the Undesignated Fund Balance account to Designated Fund Balance-Grants account in the amount of \$3,500.00

Kupsik/Kordus motion to recommend approval. Unanimously carried.

Resolution 15-R18, a resolution proclaiming the second Saturday in the month of May as “International Migratory Bird Day” in the City of Lake Geneva

Wall/Kordus motion to recommend approval. Administrator Jordan stated a resolution was initially passed at the original implementation and now they have decided that a resolution needs to be passed every year to maintain the Bird City status. Unanimously carried.

Resolution 15-R19, a resolution amending the City’s Schedule of Fees

Kordus/Wall motion to recommend approval. Alderman Kehoe questioned if there is a certain time of year the fee schedule is normally approved. Administrator Jordan stated it is usually at budget time, but it could be amended throughout the year if there are any changes. Unanimously carried.

Discussion/Recommendation on Annual Traffic Signal Maintenance Contract Renewal with Tapco to be funded from Traffic Control

Kordus/Kupsik motion to recommend approval. Director of Public Works Winkler stated the traffic control company Tapco services our controllers and traffic signals. They have been brought in every year for decades and manufacture the equipment. Mr. Winkler stated they are in the best position to do the service work and believes they are the best in the business. He said it most likely is proprietary as he could not think of anyone else who could do the work. Alderman Kupsik stated in looking at the service contract, it is just for the basic services. He questioned if Tapco programs the signals and is this something they would follow up on or is this something the Street Department does. Mr. Winkler stated it is specialized programming in regards to the progressions and the settings that Tapco checks as part of the diagnostics. Changing the settings would be a special service and cost at an hourly rate. Unanimously carried.

Discussion/Recommendation on Sale of Mechanical Parking Meters

Alderman Kordus asked if the individual made an offer. Administrator Jordan stated the individual quoted \$10 but Mr. Jordan stated he did not think the Council would approve that amount. He stated he would consider asking the council to approve \$15. The reasoning being is most of the meter heads in good shape have been sold and the ones left are not in perfect condition and may have replacement parts. He stated they have sold about 60 to 70 meters and have around 80 remaining.

Kordus/Wall motion to sell the meters at \$15 per piece, sold in bulk and to direct City Administrator to make the proposal to the buyer. Unanimously carried.

Discussion/Recommendation on agreement for beach and pond treatment to control aquatic weed and algae growth

Wall/Kordus motion to recommend approval. Director of Public Works Winkler stated Bio-Aquatic Services has done this for the past 20 years and provided the same quote as last year. He received a second bid which was about 70-80% higher than Bio-Aquatic. Alderman Kordus asked what the DNR charges. Alderman Lyon stated it is \$200 as listed in the packet. Unanimously carried.

Discussion/Recommendation on creating an account and accepting dog park donations

Alderman Kordus stated as he knows Badger Leadership Dynamics is taking donations. Alderman Kordus made a recommendation to open an account. Comptroller Pollitt stated it would not be a separate bank account, only a general ledger account.

Kordus/Wall motion to open a general ledger account to place proceeds from fundraising for the dog park. Alderman Kupsik asked if anyone can make donations. Alderman Lyon and Comptroller Pollitt responded that is correct. Mr. Kupsik said the group came before the Park Board with a list of items they would like to do. Mr. Winkler explained that Badger Leadership Dynamics have come up with interesting ways to obtain donations. He also stated there could be a donation box at the park with a list of amenities paid for by these funds, taxpayer free. Mr. Winkler said the City could purchase the amenities as tax exempt. Mr. Kupsik said the Park Board Meeting discussed fees and the consensus was that there should not be fees for the first year, which is why the donations are needed. Alderman Wall asked if dogs have to be licensed to get into the park. Mr. Kupsik stated yes they would. Unanimously carried.

Presentation of Accounts

Kordus/Wall motion to approve Purchase Order in the amount of \$19,250.00. Alderman Kupsik asked Mr. Winkler if this was a Craftsman workbench. Mr. Winkler stated no, these are the garden benches with backs for the downtown. The Business Improvement District is purchasing 8 and 2 for donations. He stated this is a pass through. Unanimously carried.

Kordus/Kupsik motion to approve Prepaid Bills in the amount of \$38,310.69. Alderman Lyon asked about the Ewald Hartford invoice which Comptroller Pollitt stated was for the purchase of a new squad car. City Administrator Jordan stated one car is being sold and one is being handed down. Unanimously carried.

Kordus/Kupsik motion to approve Regular Bills in the amount of \$1,052,800.02. Alderman Wall asked Comptroller Pollitt to address Mr. O'Neill's question from earlier in the meeting. Comptroller Pollitt stated the \$890,000 is one debt payment. She said the City has three debt issues that interest and principal are being paid on and this is just one. Debt payments are paid twice a year in March and September. She stated this amount is not a total conclusive amount and does equal what is in the budget for debt payments. Unanimously carried.

Kupsik/Kordus motion to accept the Monthly Treasurer's Report for November 2014. Unanimously carried.

Kordus/Wall motion to accept the Monthly Treasurer's Report for December 2014. Unanimously carried.

Adjournment

Kordus/Wall motion to adjourn at 6:37 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, MARCH 23, 2015 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Lyon called the meeting to order at 6:02 p.m.

Roll Call. Present: Aldermen Kordus, Kupsik, Wall, Kehoe and Lyon. Also Present: City Administrator Jordan, Comptroller Pollitt, and City Clerk Waswo.

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.

Approval of Minutes

Wall/Kordus motion to approve the Finance, License and Regulation Committee Meeting minutes of March 9, 2015, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Change of Agent Application filed by Capitol Geneva LLC d/b/a Sprecher's Restaurant and Pub, 111 Center Street, Lake Geneva, to Elizabeth M. Dion, 524 Orchard Street, Burlington, WI

Wall/Kordus motion to recommend approval. Unanimously carried.

Original 2014-2015 Operator's (Bartender) License applications filed by Scott Fazel, Britta Martisse, Andrew Newcomb, and Apolonia Ramon

Kordus/Wall motion to recommend approval. Unanimously carried.

RESOLUTIONS

Resolution 15-R20, a budget amendment transferring \$7,935.00 for a Dictaphone Phone/Radio Recording System funded by Capital Projects Fund

Kupsik/Kehoe motion to recommend approval. Unanimously carried.

Resolution 15-R21, authorizing the write-off of Delinquent Personal Property Taxes in the amount of \$1,598.12

Kordus/Wall motion to recommend approval. Alderman Kupsik asked if every possible attempt was made to collect this debt. Comptroller Pollitt stated these accounts are still with our collection agency and collection is still happening, however, the city does not want to reflect it on the books any longer. Administrator Jordan stated for the committee's information, there is legislation at the State to get rid of the Personal Property Tax along with the Exempt Computer Tax. Unanimously carried.

Resolution 15-R22, authorizing transfers from the Lakefront and Parking Lots and Meters Funds to the General Fund in the 2014 Operating Budget

Wall/Kehoe motion to recommend approval. Comptroller Pollitt stated this is usually the last resolution that is done at the end of the year where money is transferred out of the Lakefront and Parking Funds to the General Fund. This leaves \$75,000 in each fund and the difference is transferred to the General Fund to offset property taxes. Unanimously carried.

Discussion/Recommendation on disposing of the Street Department's 1997 Chevrolet Truck on the Wisconsin Surplus Auction.

Kordus/Kupsik motion to recommend approval. Administrator Jordan stated the city purchased a new truck in 2010 and did not trade in the old truck as it was still in use. The truck is no longer fully functional and staff is requesting it be sold on the Wisconsin Surplus.

Kordus/Kehoe motion an amendment to dispose of the 1997 Chevrolet truck through the Wisconsin Surplus Auction. Alderman Kupsik asked if the money received for the truck will go back to the Street Department or the General Fund. Alderman Kehoe stated that it would go back into the General Fund. Unanimously carried.

Presentation of Accounts

Purchase orders. None.

Kupsik/Wall motion to recommend approval of Prepaid Bills in the amount of \$5,252.85. Unanimously carried.

Kupsik/Kordus motion to recommend approval of Regular Bills in the amount of \$298,076.74. Alderman Kupsik asked if the Westenn Mechanical Contractors item is complete and was it part of the air handling system at the Street Department garage. Mr. Jordan stated yes. Alderman Kordus stated he spoke with Mr. Winkler earlier and he did confirm it was complete. Unanimously carried.

Adjournment

Kordus/Wall motion to adjourn at 6:11 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, APRIL 13, 2015 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Lyon called the meeting to order at 6:04 p.m.

Roll Call. Present: Aldermen Lyon, Kordus, Kupsik, Wall and Kehoe. Also Present: City Administrator Jordan, Comptroller Pollitt, Director of Public Works Winkler, and City Clerk Waswo.

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.

Approval of Minutes

Wall/Kordus motion to approve the Finance, License and Regulation Committee Meeting minutes of March 23, 2015, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Temporary “Class B”/Class “B” Wine and Fermented Malt Beverage License application filed by Pat Gee on behalf of the Geneva Lake Museum for the sale of fermented malt beverages and wine at 255 Mill Street, Lake Geneva, WI for “The Roaring 20’s Speakeasy Party” on May 22, 2015, 6:00pm to 8:30pm

Kupsik/Wall motion to recommend approval. Unanimously carried.

Original Massage Establishment License application filed by Body Logic Fitness Inc., 709 Main Street, Lake Geneva, WI

Kordus/Wall motion to recommend approval. Unanimously carried.

Park Reservation Permit application filed by Michelle Anomaly for a 70th Birthday Party at Veterans Park using the Pavilion on April 18, 2015 from noon to 4:30pm (recommended by the Board of Park Commissioners on 4/8/15)

Kupsik/Kordus motion to recommend approval. Unanimously carried.

Park Reservation Permit application filed by Cristen Marzula on behalf of Universal Cheerleaders Association to use Seminary Park June 3 – June 5, 2015 from 8:00am to 9:00pm for UCA Midwest Instructional Staff Training (recommended by the Board of Park Commissioners on 4/8/15)

Wall/Kupsik motion to recommend approval. Unanimously carried.

Park and Public Assembly Permit application filed by Heather Foulkes on behalf of Lakeland Community Church to use Veteran’s Park for a Church Service on July 5, 2015 from 8:00am to 2:00pm

Kupsik/Kordus motion to recommend approval. Unanimously carried.

Park Reservation Permit application filed by Heather Foulkes on behalf of Lakeland Community Church to use Veteran’s Park for a Church Service on July 5, 2015 from 8:00am to 2:00pm

Kupsik/Kordus motion to recommend approval. Unanimously carried.

Street Use Permit application filed by Sean Payne on behalf of the Lake Geneva Farmer’s Market to take place at Horticultural Hall, 330 Broad Street, using the east end of the alleyway between Broad Street and Cook Street and request for 24 bagged parking stalls with fee waived from May 7th to October 29th, 2015 from 8:00am to 1:00pm

Kupsik/Kehoe motion to recommend approval. Alderman Lyon stated there is a request for waiver of parking fees. According to the material in the packet, it was waived last year. City Clerk Waswo explained that the memo states that they are requesting specifically the parking bag fees to be waived. Alderman Kordus feels this is a good service to the community and brings people into downtown Lake Geneva. These are not spots where people are typically parked all day long. The only thing Alderman Kordus would like to point out was that they should specify that it

would be Thursdays only between May 7th and October 29th. City Administrator Jordan stated he would like this included in a tally so that they know at the end of the year the total waived for all these events.

Kordus/Lyon motion an amendment to state Thursday's only between May 7th and October 29th. Unanimously carried.

Original of 2014-2015 Operator's (Bartender) License application filed by Alfred Howe, Susan Jacobson, Mark Ranum, Cynthia Wisniewski

Wall/Kordus motion to recommend approval. Unanimously carried.

Discussion/Action on award of contract to Dan Larsen Landscape of Cedarburg, WI for the 2015 Spring Tree Planting in the amount of \$18,231.00 funded by the Capital Projects Fund

Wall/Kordus motion to recommend approval. Alderman Kordus pointed out that this was approved at Public Works. Alderman Kupsik asked if the Tree Board has any input on the planting of these trees; or is this the City's replacement list for the infected or removed trees due to the Emerald Ash Borer. Director of Public Works Winkler stated the trees that are removed are based on the Tree Board's approved list along with citizen requests, if possible. Mr. Winkler stated there were ash trees that were taken down and are included on the list for replacement. Unanimously carried.

Discussion/Action on award of contract to Oil Equipment Company, Inc. of Madison, WI for replacement of the Fuel Pump System Electrical Controls in the amount of \$13,473.00 funded by the Capital Projects Fund

Kordus/Kupsik motion to recommend approval. Alderman Kordus stated this was approved by Public Works. Director of Public Works Winkler stated the existing control system is outdated and driven by an old personal computer with software that is no longer supported. This project replaces the fuel control system, not the tanks. The software will be updated to current software that is run out of the Assistant DPW's office so it can be monitored. We can be a lot more efficient about how we generate bills. Also at Public Works, the use of key/fobs was discussed and both police and fire approved using the keys. Unanimously carried.

Discussion/Action on award of contract to Mohr Construction of Pleasant Prairie, WI for replacement of the Exterior Doors at 1065 and 1070 Carey Street in the amount of \$16,400.00 funded by the Capital Projects Fund

Kordus/Wall motion to recommend approval. Alderman Kordus stated this was also approved by the Public Works Committee. Unanimously carried.

Discussion/Action on purchase of a City Hall Copy Machine in the amount of \$8,145 from Rhyme Inc. of Milwaukee, WI

Kordus/Kupsik motion to recommend approval. Alderman Kordus asked if anyone had looked into lease options versus buying and the cost effectiveness of one over the other. City Administrator Jordan stated that City Clerk Waswo looked into that and the consensus was that it would be better to purchase the equipment. Mr. Jordan stated there was \$7,000 budgeted for this project mainly because we did not realize we could afford a color copier. Mr. Kordus stated that he assumed this was a copier that contained a number of different options. Ms. Waswo stated that it is and also has fax option and would replace the one that is currently in the office. Mr. Jordan thanked Ms. Waswo for all the hard work and time she put into this project. Alderman Wall asked if there is any trade-in value to the current copier. Mr. Jordan stated that it will be moved back by the Planning Department because the printer back there is really in bad shape. It will be used as a backup in case something happens to the one we have. He requested the copy machine in the Planning Department be disposed. Ms. Waswo noted that Rhyme could dispose of the machine as well as wipe the hard drive for the city. Unanimously carried.

Discussion/Action on Flat Iron Park Pavilion Fees

Alderman Kordus asked if we are currently charging for the existing gazebo. Alderman Kupsik stated if someone requests Flat Iron Park, they automatically use the gazebo. This came up at the Park Board as to whether or not there would be an additional charge to use the new pavilion. The Park Board decided it would be appropriate to charge to use the park, and using the pavilion would be an additional cost. Director of Public Works Winkler said the Park Board discussed the fees and he checked around the state for comparable rates, finding a range of \$50 to \$260. The Park Board settled on \$125 for residents and \$250 for non-residents for the use of the Brunk Pavilion. Alderman Kordus asked if that would be in addition to the Park Reservation fees. Mr. Winkler confirmed that it would be. Alderman Kupsik stated it would fall under the same rules and regulations to use the parks. Mr. Kordus approves of

charging an additional fee for the pavilion. Alderman Wall asked if there is a limit on the hours for use. Mr. Winkler stated no it would be a daily use. Alderman Lyon stated the memo in the packet states \$125 for residents and non-profit organizations and \$250 for others. Mr. Kupsik stated that a wedding usually goes from 4 to 6 hours which could include set up time and feels it is a reasonable price. Mr. Kupsik does not think functions normally go more than 8 hours. Alderman Lyon recommending voting on the pavilion fees with a rate \$125 for residents and non-profit organizations and \$250 for all others.

Kupsik/Kehoe motion to recommend approval on the pavilion fees with a rate \$125 for residents and non-profit organizations and \$250 for all others. Unanimously carried.

Presentation of Accounts

Purchase orders. None.

Kupsik/Kordus motion to recommend approval of Prepaid Bills in the amount of \$45,126.33. Alderman Lyon stated the significant item was the 50% down payment to ShoreTel for the new telephone system. City Administrator Jordan stated the parts are ordered, the library is being customized, and the Fire Department has been completed. He is hopeful it will be completed within the next 30 days. Unanimously carried.

Kordus/Kupsik motion to recommend approval of Regular Bills in the amount of \$158,603.65. Alderman Kupsik asked for an update on Glen Fern Construction/Cobb Park. Director of Public Works Winkler stated they have done the demolition work and are working on the interior. It has been rewired and should be complete, as will the pavilion, around Memorial Day. Unanimously carried.

Kordus/Wall motion to recommend acceptance of Monthly Treasurer's Report for January 2015. Unanimously carried.

Adjournment

Kordus/Wall motion to adjourn at 6:33 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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

PERSONNEL COMMITTEE MINUTES

THURSDAY, MARCH 26, 2015 – 4:00 P.M.

CITY HALL, CONFERENCE ROOM 2A

Meeting was called to order by Alderman Kupsik at Hill at 4:00 p.m.

Roll Call. Alderman Kupsik, Chappell, Hill, Hedlund, Wall. Also Present: Lee Szymborski, with GovHR, and City Administrator Jordan

Comments from the public limited to 5 minutes. None.

Approval of Personnel Committee minutes for February 26, 2015, as prepared and distributed.

Wall/Hedlund motion to approve minutes as prepared and distributed. Unanimously carried.

Closed Session

Hill/Wall motion to go into closed session pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility to review applications/resumes for City Administrator position and recommendations for candidate interviews. Unanimously carried.

Roll Call: Chappell, Wall, Hill, Kupsik, Hedlund voted “yes.” Unanimously carried.

The Council entered into closed session at 4:06 p.m.

Return to Open Session

Kupsik/Hedlund motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session.

Roll Call: Chappell, Wall, Hill, Kupsik, Hedlund voted “yes.” Unanimously carried.

The Council reconvened in open session at 5:52 p.m.

Kupsik/Hedlund motion to continue discussion process as agreed upon by the Personnel Committee. Unanimously carried.

Adjournment

Kupsik/Hedlund motion to adjourn at 5:58 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE

PERSONNEL COMMITTEE MINUTES

THURSDAY, APRIL 23, 2015 – 3:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Meeting was called to order by Alderman Hedlund at 3:05 p.m.

Roll Call. Alderman Hedlund, Chappell, Kupsik, Hill, Wall. Also Present: Lee Szymborski, with GovHR, Mayor Connors, Alderman Ken Howell, Chris Gelting and Bob Kordus.

Closed Session

Kupsik/Wall motion to go into closed session pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility to review applications/resumes for City Administrator position. Unanimously carried.

Roll Call: Chappell, Wall, Hill, Kupsik, Hedlund voted “yes.” Unanimously carried.

The Council entered into closed session at 3:05 p.m.

Return to Open Session

Hill/Chappell motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session.

Roll Call: Chappell, Wall, Hill, Kupsik, Hedlund voted “yes.” Unanimously carried.

The Council reconvened in open session at 6:05 p.m.

Hill/Kupsik motion to instruct Lee Szymborski from GovHR to negotiate with final candidates. Unanimously carried.

Adjournment

Hill/Wall motion to adjourn at 6:05 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE



Public Works Committee

Alderman Bob Kordus Chairman

Alderman Ellyn Kehoe
Alderman Rich Hedlund

Alderman Al Kupsik
Alderman Sarah Hill

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

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com Phone: (262) 248-3673

March 12, 2015 Meeting Minutes

DATE: March 13, 2015

MEMORANDUM

TO: Chairman Bob Kordus & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. _____
Director of Public Works & Utilities

SUBJECT: March 12, 2015 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:

Chairman Bob Kordus X
Alderman Ellyn Kehoe LATE
Alderman Sarah Hill X
Alderman Al Kupsik EXC.
Alderman Rich Hedlund X

Staff Present:

City Administrator Dennis Jordan X
Director Daniel Winkler (DPW) X
Mayor Jim Connors: _____

Other: Ms. Sylvia Mullally, Parking Enforcement.

Public in attendance: Mr. Jeff Leonard, Mrs. Beverly Leonard, Mr. Chris Schultz, Ms. Mary Jo Fesenmaier and Mr. Dick Malmin of N1991 South Lakeshore Drive.

Public Comments:

Agenda Item No. 1-Mr. and Mrs. Leonard restated their request for a light in front of their business on Cook Street and supported the proposed solution to install an existing available light.

Ms. Fesenmaier inquired about sidewalks planning and how to get a sidewalk project moving forward. Chair Kordus said it wasn't on the agenda to discuss but asked Mr. Winkler to quickly respond to the question. Mr. Winkler answered that to install a new sidewalk where one doesn't exist requires an assessment project, which begins with a signed petition of 50% of those affected plus one.

Mr. Dick Malmin of the Town of Linn then got up with a poster board display, set it on the meeting table, and started talking about South Lakeshore Drive in front of Big Foot State Park and salt. Chair Kordus told him that this item also wasn't on the agenda and that he wouldn't allow the presentation. An escalating argument ensued over Mr. Malmin not being allowed to give his presentation, and over what is an agenda item. Chair Kordus read the agenda items which didn't include a discussion of South Lakeshore Drive or salt. Mr. Malmin continued to argue, and the disruption spilled over to Ald. Hill. The argument escalated to the point where Chair Kordus threatened to clear the room if Mr. Malmin didn't stop the disruption. At that point Mr. Malmin pulled away from the meeting table and sat down.

Approval of the Minutes of the Prior (February) Meeting:

Chair Kordus took public comments on agenda items first, and because of the disruption created by Mr. Malmin, forgot to get back to the prior meeting minutes for approval.

Communications.

Mr. Winkler mentioned the project status list of active projects is provided. Chair Kordus advised the group that Mr. Earle's salt report email is attached for information and that there was an email from Mr. Hartz in the packet inquiring about the new pavilion rate structure and downtown traffic lights.

Agenda Items:

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.
2. Pedestrian Signage in the Downtown, Regarding Making It Uniform-Continued.
3. Fueling System Pump Controls Replacement Proposals-Street Department.

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.

Mr. Winkler briefly explained that a light was available to satisfy the request but the electrician hasn't as yet had a chance to verify tying into the Main Street lighting circuit. It was noted that it should be alright but final confirmation is pending. Mr. Winkler said that if agreeable, he will follow up with pricing for the foundation and conduit push. Chair Kordus asked Mr. Winkler to proceed with pricing and return to the Committee with the costs. Ald. Hedlund inquired about how much, and Mr. Winkler responded with a rough guess of around \$3,000 to \$4,000.

2. Pedestrian Signage in the Downtown, Regarding Making It Uniform-Continued.

Chair Kordus reported that he spoke with Mr. Schaefer, and Mr. Schaefer asked that the item be pulled until some later time when he has all the information. No action was taken.

3. Fueling System Pump Controls Replacement Proposals-Street Department.

DPW Winkler provided a memorandum with bid pricing for the replacement fueling system controls. Ald. Hedlund questioned the key system recommended by Assistant DPW Earle, wondering if the Police and Fire Departments would be okay with keys like we have versus proximity readers. DPW Winkler responded that because of the diversity of equipment the Street Department fills with fuel, a proximity reader on a vehicle is less efficient than using an assigned key. He indicated that there isn't a rush to get this approved and that we can check with Police and Fire Departments. The item was continued by consensus.

Motion to Adjourn:

Motion to adjourn was made by Ald. Hill and seconded by Ald. Hedlund. The motion passed 4-0 and the meeting was adjourned at 6:19 PM.

Cc: Mayor Jim Connors/Dennis Jordan/Sabrina Waswo/Common Council Members not on Committee/File



Public Works Committee

Alderman Bob Kordus Chairman

Alderman Ellyn Kehoe
Alderman Rich Hedlund

Alderman Al Kupsik
Alderman Sarah Hill

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

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914
www.cityoflakegeneva.com Phone: (262) 248-3673

April 16, 2015 Meeting Minutes

DATE: April 17, 2015

MEMORANDUM

TO: Chairman Bob Kordus & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. DSW
Director of Public Works & Utilities

SUBJECT: April 16, 2015 Public Works Committee Meeting Minutes

The Public Works Committee is scheduled to meet at **6:00 PM** at City Hall.

Members in attendance:

Chairman Bob Kordus X
Alderman Ellyn Kehoe Absent
Alderman Sarah Hill X
Alderman Al Kupsik X
Alderman Rich Hedlund X

Staff Present:

City Administrator Dennis Jordan _____
Director Daniel Winkler (DPW) X
Mayor Jim Connors: X

Other: Mr. Tom DeBaere

Public in attendance: Mr. Tom Foht & Mr. Ryan Cardinal of Kapur & Associates, Mr. & Mrs. Jeff & Beverly Leonard.

Approval of the Minutes of the Prior (February & March) Meetings:

Motion to approve February's minutes by Ald. Kupsik and seconded by Ald. Hedlund. The motion passed 4-0 (minutes not approved at last meeting). Motion to approve March's minutes by Ald. Hill and seconded by Ald. Hedlund. The motion passed 4-0.

Public Comments:

Mr. Jeff Leonard spoke in favor of his prior request for a street light in front of their business.

Communications.

1. Projects & Activities Update-DPW Winkler provided a summary and answered questions.

Agenda Items:

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.
2. City Engineering Firm DPW Recommendation.
3. HVAC Maintenance Agreement Recommendation for City Hall (City Administrator).

1. Possible Addition of Street Light or Lights to the West Side of Cook Street Between Main Street and Geneva Street-Discussion.

Mayor Connors went into a brief explanation of the request. It was moved by Ald. Hill and seconded by Ald. Kupsik to approve the proposal by Humphreys Contracting in the amount of \$4,975 to include everything required to install the light and wire it in a turnkey fashion as funded through TIF#4. The motion passed 4-0.
(This item needs to go to FLJ and Council for consideration)

2. City Engineering Firm DPW Recommendation.

DPW Winkler advised the Committee that it was his recommendation to proceed with Kapur & Associates of Burlington as our City Engineering firm due to the great job they are doing to date with the Wastewater Plant sludge storage tank project design and with staffing reductions and changes taking place at GAI. I was moved by Ald. Hill and seconded by Ald. Kupsik to recommend Kapur to Council subject to review of both the present Crispell engineering agreement and the draft Kapur Agreements for any special considerations or notifications. The discussion was to enter into a 3-year contract with Kapur. The motion passed 4-0.

(This item needs to go to FLJ and Council for consideration)

1. HVAC Maintenance Agreement Recommendation for City Hall (City Administrator).

Mr. Tom DeBaere explained to the PWC that the City is looking to consolidate the HVAC building maintenance functions citywide, but that City Hall is in a special category that would preclude some of the local companies due to system technical requirements. The discussion was to go out for all buildings for HVAC maintenance bids but to carve out City Hall as a separate bid alternate for contractors. The contractors all would have the option to bid the alternate or not with the base bid or a stand-alone bid. A motion was made by Ald. Hill and seconded by Ald. Kupsik to bid HVAC as discussed with City Hall as an option. The motion passed 4-0.

Motion to Adjourn:

Motion to adjourn by Ald. Hedlund and seconded by Ald. Hill. The motion passed 4-0 and the meeting was adjourned at 6:27 PM.

Cc: Mayor Jim Connors/Dennis Jordan/Sabrina Waswo/Common Council Members not on Committee/File

PIERS, HARBORS & LAKEFRONT COMMITTEE
THURSDAY, MARCH 26, 2015 AT 6:00 P.M.
CITY HALL, CONFERENCE ROOM 2A

The meeting was called to order by Chairman Wall at 6:00 p.m.

Roll Call. Present: Aldermen Lyon, Hedlund, Wall, and Kordus. Absent: Alderman Chappell. Others in Attendance: Administrator Jordan, Harbormaster Chuck Gray, Mayor Jim Connors, Building Inspector Ken Robers, Mike McGill, Sean Payne, David Schuster

Approval of Minutes from January 29, 2015 as distributed.

Kordus/Hedlund motion to approve. Motion carried 4 to 0.

Comments from the public limited to 5 minutes.

Mike McGill, from Nina's Pop Corn located in the Riviera, was concerned about the signage in the Riviera shops. He stated there is a sign for a business that has been vacant for 7 years. He would like it to be a Nina's sign. He explained that he has tried to contact the person listed, but calls are never returned. Secondly, the pop corn shop across the hall from Nina's has painted on the outside of the window. He questioned if the City approved this and feels it poses a danger to children. Mr. McGill also requested the maintenance worker's schedule be changed as he cleans the restrooms at 2:00pm. The bulk of tourists are from 2:00pm to 6:00pm and the restrooms are trashed by 6:00pm. He noted he has received multiple complaints on the condition of the restrooms.

Rick Bittner, 259 Sky Lane, Lake Geneva, spoke on the process of selection for getting slips for City owned piers. He believes there is a hierarchy that places a premium on being a tax paying resident. He understands that there is a second, overriding hierarchy that requires a willingness to accept a buoy assignment prior to being offered a pier slip. Mr. Bittner does not have a problem if those that have buoys have first right to a slip as long as they are equal residents. For the last 30 years, he has had a pier or a privately rented slip. He stressed that he is paying City taxes and requested the committee to review the process to accommodate someone that does want a buoy.

Harbormaster's Report

Harbormaster Chuck Gray stated that buoy and slip leases went out approximately 1 month ago. March 27th is the last day for people to pay for their buoys and slips and then he will start going down the list to place people on buoys and slips. Mr. Gray stated that wedding season at the Riviera will kick off next weekend. The Riviera is solidly booked through the rest of the year, with almost every Friday, Saturday, and a number of Sundays booked. Mr. Gray stated there are currently 82 bookings with a few Friday's still open. He anticipates that those will be gone within the next couple of months.

Discussion/Recommendation on Clear Water Master SUP Races

Mr. Payne was told this item would have to be approved by the Piers, Harbors and Lakefront Committee. Alderman Kordus stated this was due to the discussion on permitting the beach. The process has not been approved yet. City Administrator Jordan stated that Resolution 15-R04 came from the discussion at the Council meeting regarding approving a permit and fees to use the beach. He stated Alderman Hill was concerned with the beach use permit and questioned if the City was not allowing any sort of organization or event after hours during the summer season. Mr. Kordus stated that the Clear Water Master SUP Races was in the off season so he believes it was approved. Alderman Wall stated that a recommendation is not needed on this item.

Discussion/Recommendation on rental craft at boat launch by Clear Water Outdoor

Sean Payne stated that they have always paid for the last 9 years. A couple of years have been different but in the last 6, they were trying to figure out a flat fee to launch at the public launch. Mr. Payne stated that now it appears they are to be charged per each individual craft that is launched which would be \$700 or \$750 per year. They had been paying \$500 a year. David Schuster stated there are about 20 boats, which would go up to 40 boats during a big event.

Mayor Connors stated that the City had asked the DNR about commercial rates and stated he received an email back. The email stated, "Thank you for your inquiry on whether the City of Lake Geneva can charge a launch fee for commercial operators that is different from the individual resident and nonresident boat launch fees. A commercial surcharge for the use of the boat launch is not allowed under statute 30.77 and administrative code 1.91. These regulations do not distinguish between commercial and non-commercial users or allow surcharges on commercial uses of the launch. The City may distinguish between resident and nonresident fees for commercial launches and defines resident as a natural person who permanently resides or owns real property within the unit of government maintaining or operating the access site." Mayor Connors stated there is a DNR form for determining the rate which is based on different factors such if there is an Attendant on duty, an onsite toilet as well as different rates for the Great Lakes. It also is determined by trailer or non-motorized launches. He asked if everything that Clear Water Outdoor launches is non-trailer and non-motor. Mr. Payne confirmed that it is non-trailer and non-motor. Mr. Schuster stated the rates given were the maximum rates the City could charge and the City has the opportunity to not charge that amount. Mr. Schuster questioned what Clear Water Outdoor is really costing the City. He stated that they have never asked the City for parking spaces. Clear Water Outdoor does put the items in the water and removes them as well. Mr. Payne stated that he wants to oversee the in and out and will do the best they can to stay out of the way.

Alderman Wall asked how many crafts a year Clear Water Outdoor launches. Mr. Schuster stated that it would be hard to give an accurate number as there are club events, but somewhere around 560 last year. That figure doesn't include club events. If someone rents a boat from Clear Water Outdoor, they can take it wherever they want. The on water service is provided out of concern for the launch area. He stated it would be nice to have a paddle board or kayak launch off to the side. City Administrator Jordan stated that corporations are supposed to be charged at the nonresident rate. Harbormaster Gray stated that an honor box was put in by Library Park one year and collected one fee. Alderman Kordus asked if the question is because of the state that the City cannot charge less. Mayor Connors stated that he does not know if we can charge less, however, the city cannot charge more. Mr. Schuster stated that it is the recommendation of the DNR on line 1 that the goal of the State of Wisconsin is to do it for free. It states that a municipality has the right to charge a fee. Mr. Payne added parking is included in launch fees. If the spots are full, the money is still collected but no parking spot is provided. Mayor Connors asked what the policy is when the lot is full. Harbormaster Gray stated that people are told that they can launch but must find their own parking or they can try another launch. At that point most people leave. However, they have used the overflow parking by Eastview. Mr. Schuster stated the parking discussion states that theoretically if you put a kayak in the water, you should get a parking space. Mayor Connors stated that he thinks the Council passed that the launch at the west end by Library Park is free to anyone who wants to carry in but if they were to use the boat launch they must pay for parking or launch somewhere else. Mr. Schuster stated that they don't need any parking spaces. Mr. Kordus asked what the question was that they are trying to answer. Mr. Schuster answered how much to charge Clear Water Outdoor for doing business. He stated that 75% of the profit goes out to employees and young kids in the community. They provide a service to the tourists and create jobs. Clear Water Outdoor promotes a lifestyle. They promote getting out and being active on the water. Mr. Schuster asked if he gets a season pass for a trailer, would each one come with a parking pass. Alderman Kordus stated that if the parking isn't there, you can't launch. Mr. Schuster stated that it would give them the right to park at any parking place in town. Alderman Kordus stated no, they could only park in the Seminary lot trailer parking that contains 30 stalls. Mr. Payne said they are asking to not have to pay each individual time. Alderman Hedlund asked if that is what they have now with the \$500 per year rate. Mr. Payne stated that it was. Mr. Hedlund stated that if we just applied the standard

schedule, it would cost \$700. Non-trailer, non-motor for a nonresident is \$70 for an annual pass. 10 times that for commercial is \$700. City Administrator Jordan stated that what we tried to do was ask how many boats/times the business was going to be launch. In Clear Water Outdoor's case, the City was charging for 100 launches but it turns out they are doing 560. The City has received complaints, which is why it was brought to the committee to handle moving forward. Alderman Kordus asked if the issue is that other commercial launchers are wondering why they are paying the full amount and Clear Water Outdoor is not. Mr. Jordan said there were private citizens wondering as well. Mr. Schuster asked if they can agree on \$600. Harbormaster Gray stated that Marina Bay and Leather Lips pay \$10 for each boat that they have in their fleet. The boats are put in at the beginning of the season and most of them are taken out at the end with a few exceptions, but basically they put one in and take one out. Mr. Kordus stated that from a legal perspective, can a commercial rate be set? Mr. Jordan stated no. Mayor Connor stated that they can but it cannot exceed the nonresident rate. Mayor Connors suggested creating a kayak/canoe rate. Alderman Kordus would like to set a canoe/kayak rate for \$25 per boat; the total would be \$500. Perhaps a sticker could be issued. Alderman Wall thought the price was too low. Alderman Kordus suggested \$30-\$35.

Kordus/Lyon motion to charge a \$30 season pass for kayaks, canoes and paddle boards, non-motor, non-trailer, to be carried on to launch only. Motion carried unanimously.

Discussion/Recommendation on beach rental in season after hours

Kordus/Wall motion to set beach usage rates for in season after hours and off season to follow the exact guidelines that are set by the Park Board as well as use the same application and fees. Motion carried unanimously.

Discussion/Recommendation on why people must get a buoy before they get a boat slip

Harbormaster Gray said currently he calls the resident wait list for buoys and completes that list. That person is then added to a waitlist based on when they got their buoy for a slip. It is about a 3 to 5 year wait after you get a buoy. The applicant must indicate on their lease that they want to go to either another buoy or a slip. Alderman Hedlund asked if that is just an archaic rule that has been around for a long time. Harbormaster Gray stated that 35 years ago it was the same. Alderman Lyon asked what the logic is for that. Mr. Gray stated that this is the usual progression in most places that have a large number of buoys and/or slips. You honor the people that are leasing from you first and then go back to the wait list if you exhaust that. Right now there are about 35 people that are on the buoys that have requested to go to a slip, which is a 5 to 6 year wait. The resident wait list for a buoy has 12 people on it. 20% of the people renting moorings from the City are nonresident property owners. The agreement states it should be 15%. When the resident wait list is exhausted we go to the nonresident property owner list and then the nonresident list. The nonresident property owner list is quite long. The harbormaster stopped taking names about 5-7 years ago for the nonresident property owner list. Mr. Gray stated that Fontana grandfathered all the people that were currently on the buoys that they would be honored first. Anyone else that signs up would be on a first come, first serve basis for a buoy or slip. Alderman Kordus asked if two lists should be created. Alderman Lyon agreed. Mr. Gray stated that when he started the waitlist there were over 300 people and it is now down to 12 because nobody wants them. Mayor Connors stated that he struggles with the fact that if you are a tax payer in Lake Geneva, what is the difference if you are a resident or not.

Kordus/Hedlund motion to grandfather in current buoy owners under the current system and starting next season as the list builds, people can select the buoy list, the slip list or both and move up in progression as to where they are on that list based on the current resident/nonresident property owner/nonresident status.

City Administrator Jordan asked if residents should be picked out even though they are not the next one to meet that 15%. Mr. Gray stated yes. Alderman Lyon stated that the nonresident property owner is paying taxes and using less City services than the resident who is paying the same proportional rate and also using City services.

Alderman Lyon suggested the list should be property owner, non-property owner. Mayor Connors stated that last year no residents wanted the slips in the lagoon.

Original motion carried unanimously.

Discussion/Recommendation on Riviera store signage meeting City of Lake Geneva sign ordinance

Ken Robers found that the Riviera is in the ER1 district, which allows larger signs that still need to go through Downtown District approval. Alderman Wall stated that according to an email, all the stores were not in compliance. Mr. Robers stated there is no zoning ordinance in the interior of a building. Once inside, the zoning ordinance is not applicable. Signage would be specified in the lease of the building. Alderman Hedlund asked what sign was displayed. Mr. Jordan stated that he believed it was Marsala's at one point. Mr. Robers believed all the bar signs on the front meet the ordinance. The only one he cannot get paperwork on was the boat tour sign. He did find an application for a Conditional Use Permit for all the signs on the front. Alderman Wall stated that the issue was that he received an email from Mr. Hartz stating that the signs in the Riviera stores weren't in compliance with City code. Mr. Robers stated that if it is in the interior, there is no code. He stated that the outside appears to be in compliance as well.

Discussion/Recommendation on Chamber of Commerce helping with recruiting business for the Riviera

Alderman Kordus stated he spoke with Darien Schaefer from the Chamber. They have some suggestions and would like to go out and recruit businesses to come in there. There are not any vacancies and he does not think they can cancel a lease. Alderman Wall thinks the City can handle it. City Administrator Jordan asked if the Chamber brings in a business that fails, can the City go back and tell them to pay the rent. Mr. Kordus stated the Chamber will approach someone to negotiate a lease with the city. No action taken.

Discussion of agenda items for next meeting

None.

Adjournment

Hedlund/Lyon motion to adjourn at 6:53. Motion carried unanimously.

/s/ Stephanie Gunderson, Assistant City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
BY THE PIERS, HARBORS AND LAKEFRONT COMMITTEE**

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----March 19, 2015
TIME-----4:00 P.M.

Regular monthly meeting of the Lake Geneva Utility Commission held at the Lake Geneva Utility Commission, 361 W. Main Street, Lake Geneva, WI.

Regular monthly meeting was called to order by Pres. Brellenthin at 4:00 P.M.

Members present: Pres. Brellenthin, Ann Esarco, Mike Kocourek, Mayor Connors, and Ald. Rich Hedlund. Public attendee President of Lakes WLCB Christopher Zeman and Denny Farrell of WGN.

Motion by Kocourek to approve the minutes of the previous meeting as presented, 2nd by Ald. Hedlund. Passed 5-0.

Communications:

None

Water & Sewer Agenda Items:

1. Antenna Lease Request-North Center Street Water Tower-WYML

Director Winkler provided a fact sheet from the radio station people. Two of their representatives were present, Mr. Christopher Zeman and Mr. Dennis Forell. They explained that they are public radio and cannot advertise like the private radio stations and don't have the resources of Gateway Technical College which sponsors the other non-profit radio station. They said their range was 10 miles around the City and are part of the EBS. The Commission by consensus asked the Director to draft a lease agreement for their consideration. After leaving this item and moving to the next, it was moved by Hedlund and seconded by Mayor Connors to reconsider Item no. 1. The motion passed 5-0. After further discussion, Director Winkler was asked by consensus to specify lease payments of \$2,000, \$3,000 and \$4,000 in the first 3 years of the lease, include EBS, and give the radio station the option to arrange their own power or pay the utility an additional \$150/year on their lease for a circuit.

2. Dodge Street Booster Station Electrical Controls

Water Superintendent Wiedenhoft secured bids from Crane Engineering and Water Well Solutions. Motion by Ald. Hedlund to approve the low bid of \$10,978.00 by Crane Engineering for the electric controls replacement, 2nd by Mayor Connors. Passed 5-0.

3. Water Operator Position

Motion by Mayor Connors to approve hiring Jay Simek at the 2015 base pay rate of \$23.95/hr. plus certifications, pending background and drug testing and physical completed satisfactorily, 2nd by Ald. Hedlund. Passed 5-0.

Director's Report:

- 1. Sludge Storage Tank Update
Director Winkler went through the schedule with the Commission. They also viewed 3D set of plans from Kapur.
- 2. Rate Case Update
Pat Romenesko will be presenting the audit next month. Will also provide an update on rate case at that time.
- 3. Financials Update

<u>Water</u>		<u>Sewer</u>	
EOM Cash Position	\$ 887,000	EOM Cash Position	\$2,344,000
Project Commitments	\$ 30,000	Project Commitments	\$ 188,000
Projects This Meeting	\$ 11,000	Projects This Meeting	\$ n/a
Upcoming Projects	\$ TBD	Upcoming Projects	\$ TBD

Motion by Mayor Connors to approve the financials as presented, 2nd Kocourek. Passed 5-0.

Review and Payment of Bills:

Motion by Ald. Hedlund to approve the bills as presented, 2nd Mayor Connors. Passed 5-0.

Next meeting is scheduled for April 16, 2015, at 4:00 P.M.

Adjourn:

Motion by Kocourek to adjourn the meeting, 2nd Ald. Hedlund. Passed 5-0.

Meeting adjourned at 4:49 P.M.



 Secretary

CLB 3/20/15

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----April 16, 2015
TIME-----4:00 P.M.

Regular monthly meeting of the Lake Geneva Utility Commission held at the Lake Geneva Utility Commission, 361 W. Main Street, Lake Geneva, WI.

Regular monthly meeting was called to order by Pres. Brellenthin at 4:00 P.M.

Members present: Pres. Brellenthin, Ann Esarco, Mike Kocourek, Mayor Connors, Ald. Jeff Wall and Ald. Rich Hedlund. Public attendee Dennis Lyons.

Motion by Ald. Hedlund to approve the minutes of the previous meeting as presented, 2nd by Kocourek. Passed 6-0.

Communications:

None

Water & Sewer Agenda Items:

1. 2014 Audit Report (Pat Romanesko)

The books were organized; expenses are necessary and appropriate; expenses are in line with peer groups; internal controls are limited due to the size of the office; Utility seems very well run; cash position higher than peer groups; we are one of a very few that are free of debt. On page 6 – operating loss water and sewer utilities, cause for concern? Looked at cash flow starting page 8 depreciation - sewer mains etc. Once removed it will create positive cash flow. Page 7 – tax equivalent to City of Lake Geneva. Water \$355,000 equipment upgrades, some required from the bad winter of 2014. Sewer \$19,000 decrease from prior year. Rate increase needs to be considered. Tabled for approval until the next meeting after everyone has had a chance to review.

2. Update On Rate Case (Pat Romanesko)

This is in the process, working with the Director. Making application in 4-6 weeks.

3. Identity Theft Prevention Yearly Update

Motion by Ald. Wall to approve the yearly update for the Identity Theft Prevention Policy, 2nd by Ald. Hedlund. Passed 6-0.

Director's Report:

1. Golf Hills Subdivision Water Main Leak-Possible Leak Detector Purchase

There is fluorine and chlorine in the water at Golf Hills so it is coming from treated water. A Canadian company (the only available source for the equipment) has a new leak detector to be tried to find leaks. It is said to detect leaks in cast iron or PVC. If the test works, we are strongly considering buying it and leasing it to other utilities. The new employee will be charged with leak detection.

2. Sludge Storage Tanks Design Update

Soil concerns are being investigated for strong footing. Still expect to bid in August.

3. Financials Update

Water

EOM Cash Position	\$	944,000
Project Commitments	\$	41,000
Projects This Meeting	\$	n/a
Upcoming Projects	\$	TBD

Sewer

EOM Cash Position	\$	2,429,000
Project Commitments	\$	188,000
Projects This Meeting	\$	n/a
Upcoming Projects	\$	TBD

Motion by Mayor Connors to approve the financials as presented, 2nd Ald. Wall. Passed 6-0.

Review and Payment of Bills:

Motion by Kocourek to approve the bills as presented, 2nd Ald. Hedlund. Passed 6-0.

Next meeting is scheduled for May 27, 2015, at 4:00 P.M.

Adjourn:

Motion by Kocourek to adjourn the meeting, 2nd Ald. Hedlund. Passed 6-0.

Meeting adjourned at 4:49 P.M.



Secretary

CLB 4/17/15

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
THURSDAY MARCH 5, 2015, AT 7:00 P.M.**

This meeting was held in the City Council Chambers, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call meeting to order

Meeting was called to order at 7:00 p.m. by Commissioner Hartz.

2. Pledge of Allegiance

The pledge was led by Commissioner Bittner.

3. Roll call

Commissioners Pollard, Bittner and Hartz were present. Commissioners Gramm and Pienkos were excused.

4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes - NONE.

5. Acknowledge correspondence – NONE.

6. Approval of regular meeting minutes from February 5, 2015.

Hartz motioned to approve the minutes from February 5, 2015 with one correction. Bittner seconded. Motion carried 3-0.

7. Approve Resolution number 15-R14; Police and Fire Department's 2014 Capital Projects Budget carryforward of the Police and Fire capital project budget balances to 2015 totaling \$120,959.00.

<u>Capital Project</u>	<u>Acct #</u>	<u>Budget Balance</u>
PD Ballistic Window-Dispatch	1406	\$ 6,600
PD Computers	1405	\$ 3,056
PD Impound East Gate	1404	\$ 3,200
FD Turnout Gear	1429	\$ 435
FD Firehouse Roof	1422	\$ 90,000
FD Flashing/Tuckpointing	1423	\$ 10,000
FD New Server	1426	\$ 403
FD Computers	1427	\$ 3,321
FD Inspector Mobile Computers	1431	\$ 3,500
FD Hose	1425	\$ 444
TOTAL		\$120,959

Pollard motioned to approve Resolution No 15-R14, Bittner seconded. Roll call: Pollard – Y, Bittner - Y, Hartz – Y. Motion carried 3-0.

8. Fire Department Business

a. Approval of bills for the Month of December 2014, operating in the amount of \$2,343.46, Capital in the amount of \$680.49 for a total of \$3,023.95.

b. Approval of bills for the Month of February 2015, operating in the amount of \$49,441.47, Capital in the amount of \$816.59, for a total of \$50,258.06.

Hartz motioned to approve the bills for the month of December 2014 and February 2015. Bittner seconded. Roll Call Vote: Pollard –Y, Bittner–Y, Hartz–Y; Motion carried 3-0.

c. Approve Resolution No: 15-R11

Increase Acct #11 00-00 3438, Designated Fund Balance –Fire CPR Revenue, by \$469.44.

Decrease Acct #11 00-00 3480, Undesignated Fund Balance, by \$469.44.

Bittner motioned to approve the resolution, Pollard seconded. Roll Call Vote: Pollard –Y, Bittner –Y, Hartz-Y; Motion carried 3-0.

d. Approve Resolution number 15-R12

Increase Acct #11 00-00 3437, Designated Fund Balance- Fire Donations, by \$4,328.71.

Decrease Acct#11 00-00 3480, Undesignated Fund Balance, by \$4,328.71.

Pollard motioned to approve the resolution, Bittner seconded. Roll Call Vote: Pollard –Y, Bittner –Y, Hartz-Y; Motion carried 3-0.

e. Approve Resolution number 15-R13

Increase Acct #11 00-00 3449, Designated Fund Balance –EMS Act 102, by \$3,367.73

Decrease Acct#11 00-00 3480, Undesignated Fund Balance, by \$3,367.73.

Bittner motioned to approve the resolution, Pollard seconded. Roll Call Vote: Pollard –Y, Bittner –Y, Hartz-Y; Motion carried 3-0.

f. Change in Line Item 11-22-00-5136 (Fire/EMS Retirement) Contribution percentage calculation.

Assistant Chief Heindl advised that there was a miscalculation in the Line Item 11-22-00-5136 (Fire/EMS Retirement) Contribution percentage. The calculation for WRS was budgeted for 16.3% and it was 16.43% with a difference of .13%. This amount will be taken out of the contingency. Hartz wondered what the amount of money this would be in. Alderman Lyon said the amount would not be significant.

g. Act 270/Fire Protection Ordinance update.

Due to recent questionable authority of the State of Wisconsin to redact any portion of a local jurisdiction's fire protection ordinance, City Attorney Dan Draper advised the Fire Department to continue to enforce their current code. Act 270 was passed by the State but now there is a legal challenge as to whether that can be done. Hartz would like a letter from the City Attorney specifically stating that the Fire Department should go back to enforcing their local codes rather than the State revised codes. Bittner asked for a specific comparison between the local fire codes and the State fire codes.

h. EMS Steering Committee-No Update.

i. Monthly EMS Medical Billing and Stark Report

Hartz noted that the bills over 90 days old have gone up in the last couple of months.

j. Fire Department Activity Report

This report was handed out at the meeting. No Discussion/No Action.

k. Monthly Paratech Report. No Discussion/No action.

l. Educational Information for Commissioners-The Disappearing Volunteer Firefighter. Hartz asked if there is a plan for our Fire Department to move from volunteer to career employees. Assistant Chief Heindl stated there is no current plan right now and this hand out was just informational.

m. Thank you cards/letters. Thank you and gift card returned to Mr. Novy. Chief Connelly wrote a letter to Mr. Novy returning the gift card.

n. Items to be forwarded to city council.

Item Item 11-22-00-53136 (Fire/EMS Retirement)

Activity Report and letter to Mr. Novy regarding returning the gift card.

9. Police Department Business

a. Approval of bills for the month of December 2014, operating in the amount of \$7,473.59, Capital in the amount of \$1,630.67 for a total of \$9,104.26.

Pollard motioned to approve the bills for the month of December 2014. Bittner seconded. Roll Call Vote: Pollard -Y, Bittner-Y, Hartz-Y; Motion carried 3-0.

b. Approval of bills for the month of February 2015, operating in the amount of \$182,812.88, Capital in the amount of \$62,850.10 for a total of \$245,662.98.

Bittner motioned to approve the bills for the month of December 2014. Pollard seconded. Roll Call Vote: Pollard -Y, Bittner-Y, Hartz-Y; Motion carried 3-0.

c. Approve Resolution Number 15-R07;

Decrease Acct #11-00-00 3466; Designed FB-PD Vest Donation/Grants, by \$1,299.88.

Increase Acct #11-00-00 3480; Undesignated Fund Balance, by \$1,299.88.

Pollard motioned to approve the resolution, Bittner seconded. Roll Call Vote: Pollard -Y, Bittner -Y, Hartz-Y; Motion carried 3-0.

d. Approve Resolution Number 15-R08

Decrease Acct # 11 00-00 3468; Designated FB-PD State Seizures, by \$1,118.83.

Increase Acct #11 00-00 3480; Undesignated Fund Balance, by \$1,118.83.

Bittner motioned to approve the resolution, Pollard seconded. Roll Call Vote: Pollard -Y, Bittner -Y, Hartz-Y; Motion carried 3-0.

e. Approve Resolution Number 15-R09;

Increase Acct # 11 00-00 3480 Undesignated Fund Balance by \$775.59.

Decrease Acct #11 00-00 3439 Designated FB-PD Uniform Allowance by \$775.59.

Pollard motioned to approve the resolution, Bittner seconded. Roll Call Vote: Pollard -Y, Bittner -Y, Hartz-Y; Motion carried 3-0.

f. Approve Resolution Number 15-R10;

Decrease Acct #11 00-00 3467, Designated FB-PD Donations, by \$4,458.00

Increase Acct #11 00-00 3480, Undesignated Fund Balance, \$4,458.00.

Bittner motioned to approve the resolution, Pollard seconded. Roll Call Vote: Pollard -Y, Bittner -Y, Hartz-Y; Motion carried 3-0.

g. Change in line Item 11-21-00-5136 (Police Dept Retirement Fund) Contribution percentage calculation.

This is the same issue as discussed with the Fire Department. The account was budgeted at 16.3% and the actual cost is 16.43% for a difference of .13%. Per Comptroller Peg Pollitt this will be approximately \$1,000 to \$2,000. Alderman Lyon stated it would be approximately \$1,900 based on his calculations.

h. Reserve Hiring Update.

Interviews for reserve officers will be conducted March 11 and 12, 2015 beginning at 6:00 p.m. Commissioners are welcome to attend.

i. Squad Replacement Update.

All three squads have arrived and the equipment including seats, radio and cameras are being installed. Bittner asked about the ALPRS unit and wondered if there was any talk about getting another one. Lieutenant Gritzner said an ALPRS unit is expensive. Our department currently has one. The department has already located three stolen vehicles with it. Additionally, the unit can notify an officer when a vehicle is associated with wanted and dangerous persons. This makes it safer for the officer. Bittner liked the idea of having more than one unit.

j. Lexipol Policy Update.

There are 22 updates. 17 are included in the jump drive that was handed out at the meeting. 5 were just style changes. They will be corrected and then approved at the next meeting.

k. Last month's email from Rick Bittner

Bittner wasn't at the meeting so his information into the email and expressed his concerns about the demerit system. Bittner noted the Demerit system was structured to take away a liquor license for one year. Hartz noted on the Incident Summary List that several incidents were alcohol related offenses and feels some type of Demerit System could be in place. If the Demerit System does come up for review again, the PFC would like to look at it.

l. Thank you letter-Big Foot High School

The Police Department received a thank you letter from Big Foot School regarding the bomb threat at their school.

m. Monthly activity reports.

2015 Dispatch activity for February: Telephone calls- 2,649 911 Calls-145 Window assists- 612

2014 Dispatch activity for February: Telephone calls- 3,997 911 Calls-131 Window assists- 619

2015 Patrol activity for February: Calls for service- 1,111 Arrests- 152

2014 Patrol activity for February: Calls for service- 1,121 Arrests- 144

NO ACTION/DISCUSSION.

n. Items to be forwarded to City Council.

Monthly reports and thank you letter from Big Foot High School.

10. Agenda items for the next regular meeting March 5, 2015.

Specific differences between Act 270 and local fire codes including a letter from Attorney Draper instructing the fire department to continue using their local fire codes.

Lexipol Changes.

11. Motion to go into closed session per Wisconsin State Statute 19.85(1)(f), Considering medical information of specific persons which if discussed in public would have a substantial adverse effect upon the reputation of person(s) referred to: specifically Police Department employee(s) and 19.85(1)(d), considering strategy for crime detection or prevention: specifically staffing needs.

Pollard motioned to go into closed session, Bittner seconded. Motion carried 3-0 at 7:55 p.m.

12. Motion to return to open session per Wisconsin State Statute 19.85(2)

Bittner motioned to return to open session, Pollard seconded. Motion carried 3-0 at 7:58 p.m.

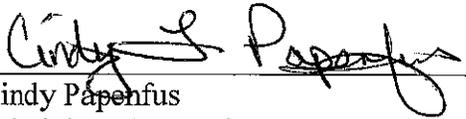
13. Discussion and action on closed session items if needed.

NONE

10. Adjourn.

Pollard motioned to adjourn the meeting, Bittner seconded. Motion carried 3-0. Meeting adjourned at 7:59 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Assistant

c: Police Chief
Fire Chief
Commissioners-file
Commission Liaisons
City Administrator
City Clerk
City Comptroller
Council Members – Mayor

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
THURSDAY APRIL 9, 2015, AT 7:00 P.M.**

This meeting was held in the City Council Chambers, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call meeting to order

Meeting was called to order at 7:00 p.m. by Commissioner Pienkos.

2. Pledge of Allegiance

The pledge was lead by Commissioner Hartz

3. Roll call

Commissioners Gramm, Bittner, Pollard, Hartz and Pienkos were present.

4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes.

Tom Pinkl, an owner of a small art gallery across the street spoke. Mr. Pinkl wished to file a complaint against the City of Lake Geneva Police Department and the City of Lake Geneva. Mr. Pinkl stated he has talked to state officials and United States Senator Ron Johnson and the FBI regarding his complaints. He has requested a Federal investigation against the City of Lake Geneva Police Department for conspiracy between the Police Department, the City of Lake Geneva and his neighbor regarding parking lot issues because he feels his constitutional rights have been violated. This situation has been going on since January 2014. He cannot use his parking lot and is sitting with a \$6,000.00 vandalism bill by his neighbor's snowplow company. Mr. Pinkl would like the Police and Fire Commission to look seriously into this matter and Mr. Pinkl asked for a private meeting with the Commission.

Mayor James Connors acknowledged Doctor Pienkos' years of service to the Police and Fire Commission. Mayor James Connors also thanked Alderman Lyon for acting as Police and Fire Commission Liaison. April was the last meeting for both Commissioner Pienkos and Alderman Lyon.

5. Acknowledge correspondence

The Commission received correspondence reference UBER taxis and the article was enclosed in the monthly packets.

6. Approval of regular meeting minutes from March 5, 2015

Bittner motioned to approve the minutes from March 5, 2015, Pollard seconded. Motion carried 5-0.

7. Commissioner Pienkos' letter to Mayor Connors re: Police and Fire Commission Appointment.

Commissioner Pienkos acknowledged his letter stating that his term with the Police and Fire Commission was over and he will not be asking for reappointment. He thanked the Police and Fire Commission members, the Chief of Police, the Fire Chief, the liaisons, the former members of the Commission, Donna Wisniewski, Cindy Papenfus and everyone else involved with the Police and Fire Commission for their service and dedication to the City of Lake Geneva. He also thanked the Police Department members and Fire Department members for their service.

8. Fire Department Business

a. Approval of bills for the Month of March, operating in the amount of \$59,147.91, Capital in the amount of \$775.63 for 2015, for a total of \$59,923.54.

Hartz motioned to approve the bills for the month of March 2015, Gramm seconded the motion. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

Bittner wondered what Miscellaneous Revenue included. Chief Connelly stated this is revenue placed in the account for coverage of the triathlon. Hartz asked if the amount for the 11-22-00-5460 Phoenix Support Contract is paid at the beginning of the year. Chief Connelly said the Phoenix Support Contract is paid at the beginning of the year.

b. Budget-2014 Update.

Chief Connelly said that 94% of the budget is complete and he anticipates it being close to other years.

c. Fire Protection Ordinance Information.

A brief explanation was attached regarding the Fire Protection Ordinance codes. These codes have been in effect since 1995 and are strict because the City of Lake Geneva does not have a full time fire department. Act 270 has been challenged so it is still in limbo. Hartz asked Chief Connelly about future plans for the department regarding staffing. Chief Connelly stated there were no current plans to go to a full time fire department, but staffing changes may be established in the next year regarding 24 hour coverage. Hartz appreciates the information that Chief Connelly is handing out but would like some type of trends and an idea of the department's future plans so it is easier for the Police and Fire Commission to make decisions later. Pienkos agreed that a draft of a plan or ideas for the need of 24 hour service would be a good idea for the Police and Fire Commission as well as the City Council. Gramm felt that education was a good idea and that a gradual plan was enough. The information is teaching how and when the City of Lake Geneva will need to go to a different point. Alderman Lyon stated that capacity planning based on forecasts by the Fire Department and reviewing statistics should objectively frame ideas and that the Fire Department should create their own objectives on the future.

d. EMS Steering Committee.

The EMS Steering Committee is working on setting up a Power Point presentation for a workshop to establish EMS and Fire Department staffing issues.

e. Request for Leave of Absence for POP Kevin Tietz.

Gramm motioned to accept with regret Leave of Absence for POP Kevin Tietz, Pollard seconded. Motion carried 5-0.

f. Donation from Badger Youth Wrestling Club.

Badger Youth Wrestling Club sent a \$200.00 donation to the Fire Department for their help with their recent event. Bittner motioned to accept the \$200.00 donation, Hartz seconded. Motion carried 5-0.

g. Monthly EMS Medical Billing and Stark Report

Hartz noted the aging report from EMS. The over 90 days amount is creeping up to 9%. Chief Connelly check will talk to EMS about this.

h. Monthly Fire Department Activity Report. NO DISCUSSION.

i. Monthly Paratech Report. NO DISCUSSION.

j. Educational Information-Fire Department Staffing Requirements.

Chief Connelly is handing out educational information simply for educational purposes. He wants the Police and Fire Commission to have a good picture of what the Fire Department has to do. Commission members are welcome any time to come and observe controlled burns or other calls.

k. Thank you cards and letters

Chief Connelly sent a thank you letter to Central-Denison Elementary School for offering the school to firefighters as they were fighting a fire near the school. The Fire Department also received thank you notes from Lutheran Social Services and Woods School students.

1. Items to be forwarded to city council.
Monthly reports and educational material.

9. Police Department Business:

a. Approval of bills for the Month of March 2015, operating in the amount of \$184,859.66, Capital in the amount of \$10,151.55; for a total of \$195,011.21.

Pollard motioned to approve the bills for the month of March 2015, Hartz seconded the motion. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

Hartz asked why ProPhoenix Contract account #11-21-00-50 was over budget. Chief Rasmussen explained that it was over budget because of Citizen Services.

b. Hiring confirmation of Reserve Officers.

Chief Rasmussen stated there were five returning reserve officers, one returning reserve officer from LOA and three booking officers were promoted to reserve officer positions. The department tendered seven conditional offers. Four applicants failed either the background check or the screening process and three applicants passed. Chief Rasmussen said it is difficult to find qualified part time officers.

Gramm motioned to approve three reserve officer positions—Nathan Soeth, Donald Tyler and Joseph Wisniewski; Bittner seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

c. Hiring confirmation of Booking Officers.

Chief Rasmussen stated ten applicants were interviewed and three offers were extended. In the meantime, one of these applicants accepted a full time job elsewhere.

Pollard motioned to approve hiring two booking officers-Bryce Davis and Justin Samuel. Bittner seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

d. Squad Car Update.

All three cars are in service and have been switched over. City Hall requested that the old cars be sold on eBay if possible so the Police Department is going to try and sell the vehicles that way.

e. Tom Pinkl Correspondence/Indochine

Pienkos stated information sent to them was the first time they received information regarding this. Pienkos feels Mr. Pinkl has serious accusations against the Police Department and he has requested a private meeting with the Police and Fire Commission. He feels the Police and Fire Commission would have to take this under advisement and figure out the next path to take. City Attorney Draper talked to the Commission about how to proceed. Hartz motioned to continue this item in closed session at the next meeting with City Attorney Draper present; Bittner seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

f. Resignation for Reserve Officer Kevin McNutt.

Gramm motioned to accept with regret Reserve Officer Kevin McNutt's resignation; Pollard seconded. Motion carried 5-0.

g. Leave of Absence for Reserve Officer Aaron Greetham.

Gramm motioned to accept Leave of Absence for Reserve Officer Aaron Greetham; Pollard seconded. Motion carried 5-0.

h. Approval of Lexipol policies.

Lieutenant Gritzner presented the Lexipol policy changes.

Approve Policies:

208 - Training.

Hartz motioned to approve Policy 208; Gramm seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

300 - Use of Force.

Bittner motioned to approve Policy 300; Hartz seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

308 - Control Devices and Techniques -

Gramm motioned to approve Policy 308; Hartz seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

309 – Conducted Energy Device.

Bittner motioned to approve Policy 309; Pollard seconded; Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

310 – Officer Involved Shootings and Deaths (Formerly Officer Involved Shooting)

Pollard motioned to approve Policy 310; Hartz seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

312 – Firearms (Formerly Firearms and Qualification)

Bittner motioned to approve Policy 312; Hartz seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

Approve Policies:

320, 322, 332, 338, 340, 418, 428, 450, 465, 500, 606, 613, 806, 1044, 1046 and 1058.

Bittner motioned to approve the above listed policies; Pollard seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0.

Pienkos asked for explanation of the Drones policy. Lieutenant Gritzner explained use of Drones has been addressed recently with regard to people’s guidelines and rights. This policy outlines the procedures to be used regarding drones and that a search warrant would be needed. Chief Rasmussen asked in the future if the Commission still wanted to see the changes to the policies if they are minor changes or only the important changes. Hartz said that only change of content or new ones were needed and Pollard agreed. Gramm stated that content changes do include commas and semi colons. Policy shift is changing with Police Use of Force, Body Cameras and People recording Police Activity and those will be the new policies that will be set before the Commission at the next meeting.

i. Thank you letter – Officer Giovannoni from Bloomfield Police Department for “Kids Day Out.” Officer Giovannoni has participated in “Kids Day Out” sponsored by Bloomfield Police Department since it started.

j. May meeting reminders.

May 7, 2015 will be the regular Police and Fire Commission meeting and it will include the election of officers. Chief Rasmussen will not be at the May 7, 2015 meeting. May 14, 2015 at 6:00 p.m. will be the Police Department Awards Ceremony.

k. Monthly Reports.

2015 Dispatch activity for March: Telephone calls– 3,183	911 Calls–180	Window assists–798
2014 Dispatch activity for March : Telephone calls–3,246	911 Calls–183	Window assists–710
2015 Patrol activity for March: Calls for service- 1,178	Arrests- 158	
2014 Patrol activity for March: Calls for service- 1,446	Arrests- 114	

No comments or discussion.

10. Items to forward to City Council.

Monthly reports.

11. Motion to go into closed session per Wisconsin State Statute 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific

public business, whenever competitive or bargaining reasons require a closed session: specifically pertaining to union contract and negotiations.

Motion to go into closed session under Wisconsin State Statute 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and 19.85(1)(f), considering financial, medical, social or personal histories, or disciplinary data of specific persons, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to: Specifically Police Department Personnel.

Motion to go into closed session under Wisconsin State Statute 19.85(1)(d) Considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention: specifically staffing needs.

Gramm motioned to go into closed session; Pollard seconded. Roll call: Gramm – Y, Bittner - Y, Hartz – Y, Pollard – Y, Pienkos – Y. Motioned carried 5-0 at 8:41 p.m.

12. Motion to return to open session per Wisconsin State Statute 19.85(2)

Hartz motioned to return to open session; Bittner seconded. Motion carried 5-0 at 9:14 p.m.

13. Discussion and action on closed session items if needed.

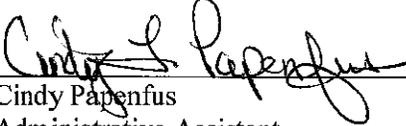
No action.

Commissioner Pienkos thanked the commission and employees for their service. The Commission appreciates and efforts of all the men and women of the Police and Fire Departments. Commissioner Gramm thanked Commissioner Pienkos for his years of service on the Police and Fire Commission.

14. Adjourn

Bittner motioned to adjourn the meeting; Pollard seconded. Motion carried 5-0 at 9:15 p.m.

Respectfully submitted,


Cindy Papenfus
Administrative Assistant

c: Police Chief
Fire Chief
Commissioners-file
Commission Liaisons
City Administrator
City Clerk
City Comptroller
Council Members – Mayor

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED AT THE NEXT POLICE AND FIRE COMMISSION MEETING.

**CITY OF LAKE GENEVA
PLAN COMMISSION MEETING**

MONDAY, MARCH 16, 2015 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL

MINUTES

1. Meeting called to order by Mayor Connors at 6:30 PM.

2. Roll Call

Present: Al Kupsik, Doug Skates, Cindy Flower Inspector Robers
Also Present: Planner Mike Slavney, Atty. Dan Draper, Mayor Connors, Assistant Gregoles
Not Present: John Gibbs, Tyler Frederick, Sara Adams

3. Approve Minutes of February 16, 2015 Plan Commission meeting as distributed.

MOTION #1

Skates/Flower moved to approve the minutes of February 16, 2015 Plan Commission meeting as distributed.
The motion carried unanimously.

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

PUBLIC SPEAKER #1 – Maureen Ziegerhorn - 301 E Townline Road

Ziegerhorn, speaking on behalf of the Caboose owners, voiced their objections to agenda item #9 stating their specific concerns regarding safety, security and privacy. Also stating the desire for herself and the other property owners involved to be kept informed on this issue.

5. Acknowledgment of Correspondence

ACKNOWLEDGEMENT #1

Letter from the Lake Geneva Fire Department dated 3-12-15 regarding agenda item #8 – Lake Geneva Animal Hospital. **Original copy attached to final minutes.*

ACKNOWLEDGEMENT #2

Letter from the Lake Geneva Economic Development Corporation dated 3-16-15 regarding agenda item #8 – Lake Geneva Animal Hospital. **Original copy attached to final minutes.*

6. Downtown Design Review.

A. Application by Angela Durkin for KD Vape Shop, 252 Center Street, Lake Geneva, WI 53147 for four new exterior signs at the storefront at Tax Key No. ZOP 00258.

DISCUSSION - None

MOTION #2

Kupsik/Skates moved to continue the application by Angela Durkin for KD Vape Shop, 252 Center Street, Lake Geneva, WI 53147 for four new exterior signs at the storefront at Tax Key No. ZOP 00258, until the April Plan Commission meeting. The motion carried unanimously.

7. **Final design approval for an exterior entrance alteration filed by Innovative Construction Solutions, Inc on behalf of Interra-Sky Lake Geneva, LLC, 2400 Augusta Drive, Houston, TX 77057 for their property at 200 Edwards Blvd., Tax Parcel # ZA196100001.**

DISCUSSION

David Schwartz addressed the commission regarding the application details and clarified any general questions.

MOTION #3

Mayor Connors/Flower moved to approve the final design approval for an exterior entrance alteration filed by Innovative Construction Solutions, Inc on behalf of Interra-Sky Lake Geneva, LLC, 2400 Augusta Drive, Houston, TX 77057 for their property at 200 Edwards Blvd., Tax Parcel # ZA196100001. The motion carried unanimously.

8. **Review and Recommendation on an Application for Site Plan Review for a building and parking lot addition filled by Lake Geneva Animal Hospital Properties, 801 Townline Road, Lake Geneva, WI 53147 for land located at 801 Townline Road, Lake Geneva, WI 53147, Tax Key No. ZA317000001.**

DISCUSSION

Mona and Dr. Scot Hodkiewicz addressed the commission regarding the application details and clarified all of their general inquires. **Note two letters were received and noted above in the "Acknowledgment of Correspondence".*

MOTION #4

Kupsik/Skates moved to approve the final design approval for an exterior entrance alteration filed by Innovative Construction Solutions, Inc on behalf of Interra-Sky Lake Geneva, LLC, 2400 Augusta Drive, Houston, TX 77057 for their property at 200 Edwards Blvd., Tax Parcel # ZA196100001 including staff recommendations and the letters from the Lake Geneva Fire Dept dated 3-12-15. The motion carried unanimously.

9. **Review and discussion of a Conceptual Design for a Group Development by Basso Builders, 405 Skyline Drive, Lake Geneva WI, 53147, for five (5), six (6) unit Townhome Apartments, at the property located on Skyline Drive and Curtis Street, Current Tax Key No's. ZYUP 00130C & ZMEA 00052.**

DISCUSSION

Josh Basso (Basso Builders) & Warren Hansen (Hansen & Assoc.) addressed the commission regarding the Conceptual design details. They discussed landscape buffers, layout of the townhomes, parking, storm water Management, garbage bins vs. dumpsters etc. They confirmed that some features have not been finalized as of yet, such as color schemes etc.

The commissioners inquired about slope/elevation, the bike path and Manning Way access, etc. There was further concern stated by Mayor Connors and Planner Slavney regarding building #3 and building orientation, public service and emergency vehicle access, traffic etc. The need for more detailed layouts for landscaping and lighting was also noted. Skates noted his disappointment in the parking and only one car garages, and in previous conversations the terms "higher end" and "better finishes" were used and this current layout seems lacking. He also stated better control over the Manning Way access is needed.

SUMMARY of COMMISSIONER'S REQUESTS

Remove Building 3

Inadequate Parking for 3 bedroom units

Review other facilities for comparison

Manning Way access control, add speed table

Bike Path Safety

Layout of buildings/units (mix up with one, two & three bedroom units)

10. Public Hearing and Recommendation on a Conditional Use Application filed by Milliette Family LP, 493 Wrigley Drive, Lake Geneva, WI 53147, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 493 Wrigley Drive, Lake Geneva, WI 53147, Tax Key No. ZOP 00369.

DISCUSSION

Attorney Draper stated that the applicant and their attorney asked that this item is continued to the April meeting pursuant to our zoning ordinance.

MOTION #5

Skates/Flower moved to continue the public hearing and the recommendation on a Conditional Use Application filed by Milliette Family LP, 493 Wrigley Drive, Lake Geneva, WI 53147, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 493 Wrigley Drive, Lake Geneva, WI 53147, Tax Key No. ZOP 00369 to the April meeting. The motion carried unanimously.

11. Public Hearing and recommendation on a Zoning Text Amendment to Section 98-802 to revise the Sign Ordinance to include “Menu Boards” for the City of Lake Geneva.

DISCUSSION

Inspector Robers addressed the commission regarding the origin and details of the recommendation. Slavney discussed the details of the proposed Menu Board features and dimensions.

PUBLIC SPEAKER #1 - Terry O’Neil - 954 George Street, LG

Mr. O’Neil stated that he could not pull up the Agenda packet with an Ipad, nor could staff when he called for assistance. He is concerned that the wrong section was noted, stating that it is not sec 98-802 it is 98-803 and therefore it should be continued to next month. He also stated his concerns for visual sign changes and manual limitations. He feels he would be in favor of the changes but would like to see the full document.

MOTION #6

Kupsik/Flower moved to close the public hearing. The motion carried unanimously.

DISCUSSION

Mayor Connors stated that it should be noted that it is in section 98-802, item 2H and it is also in numerous sections, it is also in 98-803 verbage. Inspector Robers clarified that it should be revised to include the entire Article 8.

MOTION #7

Kupsik/Skates moved to approve the recommendation on a Zoning Text Amendment to Section 98-802 to revise the Sign Ordinance to include “Menu Boards” for the City of Lake Geneva including the entire Article 8. The motion carried unanimously.

12. Adjournment

MOTION #8

Skates/Flower moved to adjourn the meeting at 7:48 pm. The motion carried unanimously.

/s/Jackie Gregoles, B&Z Administrative Assistant

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION.

City of Lake Geneva Fire Department

730 Marshall Street Lake Geneva, WI 53147
Non-Emergency Phone Number 262-248-7228
Fire Prevention Bureau 262-248-6075
Fax 262-248-2264
E-mail lgfd@sbcglobal.net

March 12, 2015

Dr. Mona Hodkiewicz
Lake Geneva Animal Hospital
801 E. Townline Rd
Lake Geneva, WI 53147

Reference: Lake Geneva Animal Hospital Proposed Addition

Dr. Hodkiewicz,

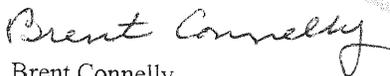
I am in receipt of your request for variance at the above listed property. Specifically, the requirement for a sprinkler system for the proposed addition pursuant to City Ordinance 30-42(3), an addition of 36% of the gross square footage.

This variance is granted and contingent upon the following;

- The installation of a full fire alarm system with devices as required by the fire department.
- Any future addition or level I or II alterations would require a full retrofitting of an approved sprinkler system

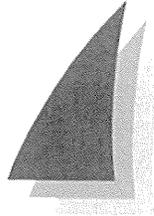
Please feel free to contact me at any time should you require further assistance.

Respectfully,



Brent Connelly
Fire Chief
262-248-6075 Ext 10
bconnelly@lakegenevafire.org

cc: FILE, Building Inspector



LAKE GENEVA
ECONOMIC DEVELOPMENT CORPORATION
"OUR LAKE MEANS BUSINESS"

March 16, 2015

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

RE: Proposed expansion to LG Animal Hospital, Lake Geneva Business Park

Dear Sirs:

I have had recent conversations with Dr Scot Hodkiewicz and today received the floor plan and elevations for a proposed addition to the LG Animal hospital facility located on Townline Road in the Lake Geneva Business Park in the City of Lake Geneva.

The LGEDC Architecture Committee will meet soon with Dr Scot to review and approve the plans and exterior finish materials. Their proposed addition will have to meet all of the City of Lake Geneva building requirements and property setbacks. Furthermore the construction will have to meet all requirements in the "Declaration of Covenants, Conditions, and Restrictions, Lake Geneva Business Park Phase II dated May 1,1996. My office e-mailed a copy of these covenants to Dr Scot on March 10, 2015. The Lake Geneva Economic Development Corporation endorses the expansion plan of the current facility and recommends consideration for approval by The Lake Geneva Planning Commission and the City of Lake Geneva.

Thank you for your consideration of this project.

Sincerely,

Andrew J. Dammeir
Executive Director
Lake Geneva Economic Development Corporation



**CITY OF LAKE GENEVA
PLAN COMMISSION MEETING**

MONDAY, APRIL 20, 2015 - 6:30 PM

COUNCIL CHAMBERS, CITY HALL

MINUTES

1. Meeting called to order by Mayor Connors at 6:33 PM.

2. Roll Call

Present: Al Kupsik, Cindy Flower, Tyler Frederick, John Gibbs, Sara Adams, Inspector Robers
Also Present: Planner Mike Slavney, Atty. Dan Draper, Mayor Connors, City Clerk Waswo
Not Present: Doug Skates and Assistant Gregoles

3. Approve Minutes of March 16, 2015 Plan Commission meeting as distributed.

MOTION #1

Flowers/Kupsik moved to approve the minutes of March 16, 2015 Plan Commission meeting as distributed.
The motion carried unanimously.

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

5. Acknowledgment of Correspondence

ACKNOWLEDGEMENT #1

Letter from the Lake Geneva Fire Department concerning item # 8 Great Eggs and item # 9 at 721 Geneva Street.

ACKNOWLEDGEMENT #2

An email letter was received from Beverly & Jeffrey Leonard giving their full support for approval to Great Eggs (item #8).

6. Downtown Design Review.

A. Continued Application by Angela Durkin for KD Vape Shop, 252 Center Street, Lake Geneva, WI 53147 for four new exterior signs at the storefront at Tax Key No. ZOP 00258.

DISCUSSION - Commissioner Flower stated concerns over the bright colors saying she feels it looks neon and very bright and does not feel that it fits with our downtown. She also stated her concerns about the sizing of the sign. Ken confirmed that the colors do meet the City standards and stated they have a store in Paddock Lake with the same signage.

MOTION #2

Kupsik/Gibbs moved to approve the application by Angela Durkin for KD Vape Shop, 252 Center Street, Lake Geneva, WI 53147 for four new exterior signs at the storefront at Tax Key No. ZOP 00258, contingent upon property owner's approval. Motion carried 5 to 1 with Flower voting no.

B. Application by Anthony & Lynn Diedrich for Tres Belle Boutique, 233 Broad Street, Lake Geneva, WI 53147 for new exterior sign at the storefront at Tax Key No. ZA110300001.

DISCUSSION - Robers stated the sign is the same, however, they are moving two doors down.

MOTION #3

Kupsik/Mayor Connors moved to approve the application by Anthony & Lynn Diedrich for Tres Belle Boutique, 233 Broad Street, Lake Geneva, WI 53147 for new exterior sign at the storefront at Tax Key No. ZA110300001. Motion carried unanimously.

- C. **Application by Linda Longwell for Leather Accents, 717 Main Street, Lake Geneva, WI 53147 for a new exterior storefront design at Tax Key No. ZOP 00278.**

DISCUSSION - Flower stated it fits in well with the surrounding signs. Connors agreed and felt it would be a nice enhancement to Main street.

MOTION #4

Flower/Adams moved to approve the application by Linda Longwell for Leather Accents, 717 Main Street, Lake Geneva, WI 53147 for a new exterior storefront design at Tax Key No. ZOP 00278. Motion carried unanimously.

- D. **Application by Linda Williams for Cobblestone Peddler, 728 Main Street, Lake Geneva, WI 53147 for new exterior sign at the storefront at Tax Key No. ZOP 00314.**

DISCUSSION - None

MOTION #5

Kupsik/Flower moved to approve the application by Linda Williams for Cobblestone Peddler, 728 Main Street, Lake Geneva, WI 53147 for new exterior sign at the storefront at Tax Key No. ZOP 00314. Motion carried unanimously.

- E. **Application by Roger Wolff for Venture Investment Partners, LLP, PO Box 460, Lake Geneva, WI 53147 for the property at 737 Main Street, for a new exterior storefront design at Tax Key No. ZOP 00273.**

DISCUSSION - Mr. Wolff gave a presentation stated that his plan would remove the roof and picked two primary and accent colors for the awning and presented the Benjamin Moore color numbers. Flower stated she likes how they pulled the lighting and coloring together throughout the building. Mayor Connors stated he felt it would work well.

MOTION #6

Kupsik/Flower moved to approve the application by Roger Wolff for Venture Investment Partners, LLP, PO Box 460, Lake Geneva, WI 53147 for the property at 737 Main Street, for a new exterior storefront design at Tax Key No. ZOP 00273. Motion carried unanimously.

7. **Continued Public Hearing and Recommendation on a Conditional Use Application filed by Milliette Family LP, 493 Wrigley Drive, Lake Geneva, WI 53147, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 493 Wrigley Drive, Lake Geneva, WI 53147, Tax Key No. ZOP 00369.**

DISCUSSION - City Attorney stated that they met with Mr. Milliette and his attorney and they have revamped the plans. Therefore they would request that we continue the public hearing on this item.

MOTION #7

Kupsik/Gibbs motion to continue to the May plan commission meeting. Motion was unanimously carried.

8. **Public Hearing and recommendation on a Conditional Use Application filed by Great Eggs Lake Geneva, Paul Ochalek agent, N53W34959 Road B, Okauchee, WI 53069, to open an Indoor & Outdoor Commercial Entertainment (Restaurant) in a Central Business (CB) Zoning District located at 220 Cook Street, Tax Key No. ZOP 00243.**

DISCUSSION - Inspector Robers stated that he spoke to the petitioner and he has also asked to continue this to the May plan commission meeting, due to some concerns from the Fire Department.

MOTION #8

Mayor Connors/Kupsik move to continue this to the May plan commission meeting. Motion carried unanimously.

9. Public Hearing and recommendation on a Conditional Use Application filed by Re-Vive, Samantha Strenger agent, 721 Geneva Street, Lake Geneva, WI 53147, to open an Indoor & Outdoor Commercial Entertainment (Restaurant) in a Central Business (CB) Zoning District located at 721 Geneva Street, Tax Key No. ZOP 00159.

DISCUSSION

Samantha Strenger, 721 Geneva Street (Upper), LG

Ms. Strenger addressed the commission stating that their plan is to continue as Revive Art Gallery and they would like to offer and put up a cold press juicer (Juice Bar) and light fair possibly in the future.

Mother (Samantha Strenger's), Lake Geneva

She stated she feels it would be a fine addition to downtown Lake Geneva and will help promote business for the Art Gallery.

The applicants addressed the concerns of Mayor Connors and Plan Commissioners regarding current and future plans, as well as discussing the letter from the Fire Department and their recommendations.

Shane Markeson, 606 Madison Street, LG

Mr. Markeson stated he owns a general construction company and will be doing most of the remodeling. He stated concept was an indoor juice bar with outdoor seating if possible. Stated it would be a deck that is completely surrounded, cut off from public access because if applying for potential beer license. Specific designs for fence and deck have not been done. Samantha stated a six foot white fence is desired. Slavney and Markeson discussed potential fence styles.

The Commissioners, Inspector and applicants discussed the indoor vs outdoor approval and timelines.

No comments from the public hearing.

MOTION #9

Mayor Connors /Kupsik moved to close the Public Hearing as related to the interior portion and continue on the exterior portion to the May Plan Commission meeting. The motion was unanimously carried.

MOTION #10

Kupsik/Gibbs moved to approve the recommendation for the interior portion on a Conditional Use Application filed by Re-Vive, Samantha Strenger agent, 721 Geneva Street, Lake Geneva, WI 53147, to open an Indoor & Outdoor Commercial Entertainment (Restaurant) in a Central Business (CB) Zoning District located at 721 Geneva Street, Tax Key No. ZOP 00159 to include the four stipulations by the Fire Department (Occupancy of less than 10 people, updating Exit lights, installation of egress lighting and installation of a fire door separating the business on the lower level and the residence on the upper level), continue the exterior portion to the May Plan Commission meeting and to include staff recommendations and finding of facts. The motion carried unanimously.

10. Public Hearing and recommendation on a Precise Implement Plan (PIP) Amendment filed by Jill Perry, Manager for Mill Creek Hotel, 123 Center Street, Lake Geneva, WI 53147 to reconstruct the front entranceway from concrete to a wooden deck, Tax Key No. ZMIL 00001 – ZMIL 00034.

DISCUSSION

Jill Perry, 3146 Lockwood Blvd, LG

Ronald Nordman, Lyle, IL

Leon Andross, W1143 Bloomfield Rd, LG

The applicants gave a brief presentation of what the project would entail. Including great detail from Andross on how he sees the project coming together, materials to be used, dimensions, etc. There was discussion to address concerns regarding the stairs, landscaping, setbacks, railing requirements, etc.

MOTION #11

Kupsik/Gibbs moved to close the Public Hearing. The motion carried unanimously.

DISCUSSION

Setbacks were discussed regarding the existing sidewalk and the proposed porch/deck.

MOTION #12:

Kupsik/Adams moved to approve the recommendation on a Precise Implement Plan (PIP) Amendment filed by Jill Perry, Manager for Mill Creek Hotel, 123 Center Street, Lake Geneva, WI 53147 to reconstruct the front entranceway from concrete to a wooden deck, Tax Key No. ZMIL 00001 – ZMIL 00034 to include all staff recommendations, to have staff review the grade on the ramp to make sure it's ADA compliant and include the siding material painted to match the building exterior and to include finding of fact from the Staff report, and that the applicant will replace any City sidewalk squares that are damaged due to this project.

The motion carried unanimously.

11. Adjournment

MOTION #13

Gibbs/Flower move to adjourn the meeting at 7:31 PM. The motion carried unanimously.



Board of Park Commissioners

Doug Skates - President

Alderman Al Kupsik

Lynn Hassler

Barb Hartigan

Brian Olsen

Peggy Schneider

Dave Quickel

John Swanson

Mayor Jim Connors

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

City of Lake Geneva

626 Geneva Street

Lake Geneva, WI 53147-1914

www.cityoflakegeneva.com

Phone: (262) 248-3673

MINUTES OF THE 6:00 PM MARCH 4, 2015 MEETING

City Hall 2nd Floor Room 2A

Call to Order:

The Board of Park Commissioners meeting was called to order by President Skates at 6:00 PM. Secretary Winkler read the roll.

Roll Call:

President Doug Skates X , Lynn Hassler Excused , Barb Hartigan X , Peggy Schneider X , Dave Quickel X , John Swanson X , Ald. Al Kupsik X , Brian Olsen X , Mayor Jim Connors Late . (7 to begin the meeting and 8 total).

Staff & Aldermen Present:

DPW Daniel Winkler, Alderman Elizabeth Chappell, Alderman Sarah Hill.

Public Present:

Members of Badger Leadership Dynamics, and members of the Rotary Club.

Approve the Minutes of the Prior Meeting:

It was moved by Commissioner Quickel to approve the minutes of the February 4, 2014 meeting, and seconded by Ald. Kupsik. The motion passed 7-0.

Public Input:

Ald. Hill spoke in favor of no charge to use the dog park and in favor of works of art in the parks.

Ald. Chappell spoke in favor of no charge to use the dog park.

Permits & Park Donations:

DATE May 4, 2015 LOCATION Flat Iron Park USE Glasgow Wedding

President Skates read the permit. It was moved by Alderman Kupsik to approve, and seconded by Commissioner Hartigan. The motion passed 8-0 with the condition that the permittee be made aware that the park pavilion will be under construction at that time.

DATE April 14, 2015 LOCATION Seminary Park USE Easter Egg Hunt-Jaycees

President Skates read the permit. It was moved by Mayor Connors to approve, and seconded by Alderman Kupsik. There was some discussion of not charging fees, but the motion passed 8-0.

DATE August 30, 2015 LOCATION Flat Iron Park USE Day after wedding party.

President Skates read the permit. It was moved by Alderman Kupsik to approve, and seconded by Commissioner Hartigan. The motion passed 8-0 with the condition that the permittee be notified the gathering is a week after the carnival in the park and the lawn condition would most likely be marginal.

DATE June 13, 2015 LOCATION Seminary Park USE Foss Family Picnic

President Skates read the permit. It was moved by Alderman Kupsik to approve, and seconded by Commissioner Hartigan. The motion passed 8-0.

Park Assignments/Repair Update/Maintenance:

No comments as the system is covered in snow.

NEW BUSINESS

Dog Park Rules/Fees Discussion.

DPW Winkler provided dog park rule examples and noted that the rules are pretty standard. This was verified by Commissioner Olsen. The fees were also discussed as minimal when a park does charge fees. Mayor Connors suggested that the City install a donations box and run it that way for the first year. It was noted also that one of the conditions to use the park is to have the dog licensed, which may generate some added revenue. DPW Winkler said he believed the Utility had its old fire hydrant bill box and that it would be appropriate to use as a donation box. President Skates expressed concern over enforcement of the rules. Alderman Kupsik said the Police could periodically stop by and do random checks as the Council approved two additional seasonal officers for patrols including in the parks. By consensus the Commission requested the DPW to use the Madison rules with a reference to City Ordinance and have it ready for next meeting, and work toward getting a donation box.

Disc Golf Fees Discussion

DPW Winkler provided information on fees and indicated that \$5 seemed to be the going rate when a fee was present. Mayor Connors moved that we put up a donation box. The motion was seconded by Commissioner Swanson and passed 8-0.

Flat Iron Park Pavilion Fees Discussion

DPW Winkler provided comparables from 4 other communities ranging from \$50 to \$250 depending upon the facility. After some discussion, it was moved by President Skates and seconded by Commissioner Hartigan to rent the new Brunk Pavilion for \$125 for residents and non-profit groups and for \$250 for non-residents. The motion passed 8-0.

(This needs to go before Finance and Council for approval).

Dunn Field Concession Stand Agreement Discussion

Mayor Connors suggested not sending out for bids at this time as the City may benefit better financially once the dog park is finished and there is more activity in the area. DPW Winkler supported the idea of waiting and seeing if we could rent the concession area separately in conjunction with any events the facilities could draw. By consensus, the Commission decided not to go out for bids at this time.

OLD BUSINESS

Display of Temporary Art in the Parks-Ald. Chappell-(Taken out of order second)

Alderman Chappell gave a PowerPoint presentation on artwork in parks in other parts of the country and sharing contacts with artists who do this type of thing. Those contacted include Mr. Don Hammond of Badger and Dr. Evermore of North Freedom, WI. President Skates suggested Mr. Richard Arfston of Burlington, and Commissioner Hartigan suggested Mr. Brost of Fontana. No decisions were made but the consensus was to continue to investigate.

Dog Park Fundraising Efforts-Badger Leadership Dynamics-(Taken out of order first)

Ms. Onofre and Taylor, Thomas, Rollie, Christian and Jack appeared and gave both a presentation and an update on the fundraising effort. They are eyeing a drinking fountain (\$4,000), 2 trash cans (\$475), dog bag dispenser with waste container (\$200), 4 picnic tables at \$775 each (\$3,500), and 2 shade structures (\$6,500 for the pair). Funds raised to date are around \$5,000. The dog bone bench (\$3,000) is still a favorite of the Commission. The group's goal is \$15,000 by the end of school. They also are trying to involve the woodworking class to build some of the dog obstacles. The consensus was to have the group work with DPW Winkler on their selections and setting up an account for the dog park with the City. That way the City can try to obtain the best pricing and save on sales taxes.

Ice Skating Rink Location Discussion-Continued.

President Skates reminded everyone to continue looking for spots for next year's ice rink. Commissioner Swanson said Burlington has two rinks on their lake, Commissioner Quickel stated there used to be a Rotary sponsored rink at the Big Foot Park lagoon, and President Skates noted the BID, Chamber and YMCA are investigating "Nice Rink" liners.

Future Meeting Agenda Items-March 2015

- Flat Iron Park Gazebo Charges.
- Badger Leadership Dynamics Dog Park Fundraising Update.
- Final Dog Park Rules for Approval.

ADJOURN:

It was moved Mayor Connors and seconded by Commissioner Hartigan to adjourn. The motion then passed 8-0 and the meeting was adjourned at 8:07 PM.

Set Next Meeting Date:

The next regular meeting is scheduled for April 1, 2015.

Respectfully Submitted,

Daniel S. Winkler
Secretary

If anyone finds any inaccuracies, errors or needs to adjust the minutes please call or email me prior to the next meeting.)



Board of Park Commissioners

Doug Skates - President

Alderman Al Kupsik

Lynn Hassler

Barb Hartigan

Brian Olsen

Peggy Schneider

Dave Quickel

John Swanson

Mayor Jim Connors

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

City of Lake Geneva

626 Geneva Street

Lake Geneva, WI 53147-1914

www.cityoflakegeneva.com

Phone: (262) 248-3673

MINUTES OF THE 6:00 PM APRIL 8, 2015 MEETING

City Hall 2nd Floor Room 2A

Call to Order:

The Board of Park Commissioners meeting was called to order by President Skates at 6:00 PM. Secretary Winkler read the roll.

Roll Call:

President Doug Skates , Lynn Hassler , Barb Hartigan , Peggy Schneider , Dave Quickel , John Swanson , Ald. Al Kupsik , Brian Olsen , Mayor Jim Connors . (6 Total).

Staff & Aldermen Present:

DPW Daniel Winkler , _____

Administrator Dennis Jordan .

Public Present:

Mr. Mike Coolidge, Ms. Erin Thorburgh, and 2 Badger Leadership Dynamics students.

Approve the Minutes of the Prior Meeting:

It was moved by Commissioner Swanson to approve the minutes of the March 4, 2015 meeting, and seconded by Commissioner Quickel. The motion passed 6-0.

Public Input:

None.

Permits & Park Donations:

DATE 6/3/-6/6/15 LOCATION Seminary Park USE Cheerleaders

President Skates read the permit. It was moved by Commissioner Quickel to approve, and seconded by Commissioner Kupsik. The motion passed 6-0.

DATE 04/10/15 LOCATION Flat Iron Park USE Wedding

President Skates read the permit. It was moved by Alderman Kupsik to approve, and seconded by Commissioner Quickel. The motion to approve contingent upon the permittee having been informed that there may be construction taking place simultaneously at the adjacent pavilion, passed 6-0.

DATE 07/05/15 LOCATION Veterans Park USE Church Service, Lakeland Community Church.

President Skates read the permit. It was moved by Commissioner Quickel to approve contingent upon availability as approved by the YMCA, and seconded by Alderman Kupsik. There was some discussion regarding a bounce tent but nothing specific decided. The motion passed 6-0.

DATE 04/18/15 LOCATION Veterans Park USE Birthday Party

President Skates read the permit. It was moved by Alderman Kupsik to approve to approve contingent upon availability as approved by the YMCA, and seconded by Commissioner Swanson. The motion passed 6-0.

PARK ASSIGNMENTS/REPAIR UPDATES/MAINTENANCE.

None.

NEW BUSINESS

Ice Skating Rink Location Discussion-BID Erin Thornburgh. (Taken out of order first, Skates and 2nd by Quickel).

Ms. Thornburgh requested consideration by the City of installation and maintenance of an ice rink at Flat Iron Park as funded by the BID. Other locations were discussed but the focus was to consider the request as presented. Commissioner Quickel noted there should be benches, bathrooms and perhaps a warming area. President Skates and DPW Winkler discussed the challenges to install and maintain. By consensus the DPW and Assistant DPW were to get together with Ms. Thornburgh to evaluate the park for location, size possible, and grades, and report back to the Commission.

Veterans Park Banner Discussion/Filed Renovation Work-YMCA-Mike Coolidge. (Taken out of order second, Skates and 2nd by Kupsik).

Mr. Coolidge presented the request to recognize team sponsors with 2 banners affixed to backstops. Size would be 3'x10'. After discussion of advertising in our parks, it was moved by Mayor Connors to approve contingent upon review of the City Attorney for ordinance compliance. The motion was seconded by Commissioner Quickel. The motion passed 6-0.

Mr. Coolidge presented two proposals for infield renovations for fields 3 & 4 plus requested assistance to rework one of the batting cages. It was discussed that there was \$30,000 for the work through 2016. It was moved by Ald. Kupsik to proceed with infields nos. 3 & 4 and Molitor field in an amount not to exceed \$23,000 plus authorize the YMCA to expend an amount not to exceed \$1,000 on the batting cage. The motion was seconded by President Quickel. The discussion was to ask DPW Winkler to meet with Mr. Coolidge and the DPW contact the bidder or bidders for updated pricing. The hope was to obtain further reduction in pricing from HK for adding Molitor Field to the scope. The motion passed 6-0.

Four Seasons Park –Prescribed Burn Discussion.

President Skates will work with Assistant DPW Tom Earle and investigate if the work can be done this year.

Stone Ridge Bike Park Discussion-Doug Skates.

President Skates briefly mentioned the possibility for a mountain bike course, and that there will be a group appearing at perhaps the next meeting to pursue this further.

OLD BUSINESS

Dog Park Rules/Fees Discussion.

DPW Winkler didn't have this item completed and the matter was continued to the next meeting.

Display of Temporary Art in the Parks.

President Skates noted there were more art examples in the packet. No action was taken.

Dog Park Fundraising Efforts-Badger Leadership Dynamics

Two students from Badger Leadership reported that fundraising was proceeding. They weren't sure if funds were provided yet to the City for the dog bone bench and would check with Mr. Gebhardt. President Skates would also follow up.

Future Meeting Agenda Items-May Meeting.

Next month's items include: Dog Park rules, Dog Park fundraising update, temporary art in the parks, Stone Ridge mountain bike course possibility, and ice rink update

ADJOURN:

It was moved by Alderman Kupsik and seconded by Commissioner Hartigan to adjourn. The motion passed 6-0 and the meeting was adjourned at 7:45 PM.

Set Next Meeting Date:

The next regular meeting is scheduled for May 6, 2015.

Respectfully Submitted,

Daniel S. Winkler

Secretary

If anyone finds any inaccuracies, errors or needs to adjust the minutes please call or email me prior to the next meeting.)

Lake Geneva Public Library Board of Trustees Meetings
918 West Main Street Lake Geneva, Wisconsin 53147 (262) 249-5299

Finance Committee

Thursday, March 12, 2015 at 7:30 a.m. (Director's Office)

Present: Kundert, Lafrenz, Lyons, Oppenlander; Also present: Peterson

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$49,458.56 in General Funds for the month of February 2015. There were no expenditures from Donated Funds in February 2015.

Board of Trustees Meeting

Thursday, March 12, 2015 at 8:00 a.m.

Minutes

Call to order

Oppenlander called the meeting to order at 8:15 a.m.

Roll Call

Members present: Dinan, Jones, Kundert, Lafrenz, Lyon, Oppenlander; Also present: Peterson, Elizabeth Chappell, and Robert Anderson

Adoption/Amendment of agenda

Oppenlander asked for a motion to adopt the agenda. Kundert made a motion to adopt the agenda. Lyon seconded. Motion carried unanimously.

Disposition of minutes of previous regular meeting and any intervening special meeting(s)

Oppenlander asked for a motion to approve the minutes of the meeting on February 12, 2015. Lafrenz made a motion to approve the minutes as proposed. Kundert seconded. Motion carried unanimously.

President's Report

Oppenlander introduced Chappell who gave a presentation on the Geneva Art Museum and their upcoming exhibit of Richard Salter paintings. She requested a loan of a Richard Salter painting in the Library for this exhibit at the Walworth Public Library.

Oppenlander introduced Robert Anderson of Voyager Capital Management. Anderson provided a summary of the activity in the portfolio in 2014.

Oppenlander announced that Brookes and Lafrenz offered to serve on the 2014-2015 Nominating Committee of the Officers of the Board of Trustees. He asked for additional volunteers. Dinan agreed to serve on the Committee.

Building & Grounds

Peterson presented a two-year contract submitted by Northwind Perennial Farms for landscaping maintenance 2015-2016. Discussion followed. Lafrenz made a motion to accept the contract as proposed. Lyon seconded. Motion carried unanimously.

Peterson reviewed the poor condition of the furniture along the magazine aisle. Discussion followed. Director will research the restoration and reupholstery of the furniture.

Finance

Kundert made a motion to approve \$49,458.56 in General Funds. Lafrenz seconded. Motion carried unanimously.

Kundert led a discussion regarding the Statement of Purpose for the Restricted Endowment Fund. Lafrenz made a motion to adopt the Statement of Purpose for the Restricted Endowment Fund as presented. Lyon seconded. Motion carried unanimously.

Kundert introduced a discussion related to the Designated Fund Balance Resolution 2015-01. Kundert made a motion to accept Resolution 2015-01 to be signed by Oppenlander and Kundert. Dinan seconded. Motion carried unanimously.

Lyon updated the Board on the status of the Jobs Classification study which will be reviewed by City Council on March 23, 2015.

Director's Report

Peterson reported the February monthly service statistics. Door count was up from February 2014.

Peterson reviewed comparison chart of statistics documented in the Annual Reports back to 2011.

Peterson reported that the fiber optics project is providing more bandwidth consistently which has resulted in greater user satisfaction.

Oppenlander summarized the request from the Geneva Art Museum to borrow a Richard Salter painting. Oppenlander made a motion to approve the loan of a Richard Salter painting from the Library to the month long exhibit of his work from March 20-April 20 at the Walworth Public Library. Dinan seconded. Motion carried unanimously.

Peterson reported that the details for the new phone system have been confirmed and the installation at the library may be completed in the spring.

Peterson reported on the recent hire of a new Library Assistant I in the Circulation Department.

Peterson reported on the recent support of programming and a new camera.

Peterson reported on upcoming adult and staff programming.

Adjournment

Oppenlander asked for a motion to adjourn. Lafrenz made a motion to adjourn at 10:15 a.m. Dinan seconded. Motion carried unanimously.

Respectfully submitted,
Diane Jones, Secretary

Monthly meeting and Annual meeting: Thursday, April 9, 2015 at 8:00 a.m.

Lake Geneva Public Library Board of Trustees Meetings
918 West Main Street Lake Geneva, Wisconsin 53147 (262) 249-5299

Finance Committee

Thursday, April 9, 2015 at 7:30 a.m. (Director's Office)

Present: Kundert, Lafrenz, Lyons, Oppenlander; Also present: Peterson and Wollaeger

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$67,599.96 in General Funds for the month of March 2015. There were no expenditures from Donated Funds in March 2015.

Board of Trustees Meeting

Thursday, April 9, 2015 at 8:00 a.m.

Minutes

Call to order

Oppenlander called the meeting to order at 8:48 a.m.

Roll Call

Members present: Brookes, Jones, Kersten, Kundert, Lafrenz, Lyon, Oppenlander; Also present: Peterson and Benson

Adoption/Amendment of agenda

Oppenlander asked for a motion to adopt the agenda. Kundert made a motion to adopt the agenda. Kersten seconded. Motion carried unanimously.

Disposition of minutes of previous regular meeting and any intervening special meeting(s)

Oppenlander asked for a motion to approve the minutes of the meeting on March 12, 2015. Lafrenz made a motion to approve the minutes as proposed. Kundert seconded. Motion carried unanimously.

President's Report

Oppenlander reported that Springsted, the consulting firm that managed the City's Job Classification Study, will present their results at the City Council meeting on Monday, April 13.

On behalf of the Library Trustees and staff, Oppenlander expressed appreciation to Lyon for his service to the Library as City Council liaison and wished him well in his future endeavors.

Oppenlander asked the Board to review potential replacements for a Library liaison to the City Council so the Board can discuss with Mayor.

Building & Grounds

Peterson reported that two bids from vendors for new furniture and restoration of the historic furniture are forthcoming.

Peterson reported that the City has contracted for the update of the phone system and initial preparation work is underway at the Library.

Finance

Kundert made a motion to approve \$67,599.96 in General Funds for the month of March 2015. Jones seconded. Motion carried unanimously. There were no expenditures from Donated Funds in the month of March 2015.

Kundert reviewed the 2014 Year-End Financial Report and expressed satisfaction with the fiscal management provided by both the Library Board and staff.

Kundert updated the Board on the status of the maturity of the certificates of deposit.

Kundert announced the name of the account as Designated Endowment Fund as requested by City Administration.

Director's Report

Peterson reported the March service statistics. March door count was the highest month of 2015 at 13,471.

Benson presented a draft of a Loan of Artwork policy as requested by the Board at their March meeting. Discussion followed. Lafrenz made a motion to accept the policy as presented with minor changes in wording. Lyon seconded. Motion carried unanimously.

Peterson reported that the Friends will host a Staff Appreciation Tea during National Library Week on April 14, National Library Workers Day.

Benson reported on upcoming adult and staff programming with attention to the Friends' Annual Meeting on Monday, April 27, which will feature Sam Weller, biographer of Ray Bradbury.

Adjournment

Oppenlander asked for a motion to adjourn. Kundert made a motion to adjourn at 9:35 a.m. Lafrenz seconded. Motion carried unanimously.

Respectfully submitted,

Diane Jones, Secretary

Next meeting: Thursday, May 14, 2015 at 8:00 a.m.

Lake Geneva Historic Preservation Commission Meeting Minutes

March 12, 2015 6:30 P.M. Lake Geneva City Hall

President Ken Etten called the meeting to order at 6:30 p.m. at Lake Geneva City Hall

Present: Ken Etten, Patrick Quinn, Louise Rayppy, Ellyn Kehoe. Dee Fiske, Jackie Getzen, Mary Tanner, were absent. Michael Rehberg, representing Black Point, was as a guest.

Approval of the Minutes of Historic Preservation Commission Meeting of February 12, 2015.

Comments from the public: Michael Rehberg discussed the walking tour that Black Point is putting together with docents. Patrick Quinn said that he would help. Also Richard Malmin was there discussing his opposition to the Big Foot State Park project.

Reports from the Geneva Lake Area Museum and the Maple Park Homeowners. On April 14th, the Museum is having a bus trip to Midway Village Museum, Rockford Il. The bus will be leaving at 9 A.M., cost: \$50.00.

“The Roaring 20’s Speakeasy Party”

Friday, May 22nd, 2015, 6 P.M. to 8:30 P.M.

Annual Membership Meeting

Sunday, April 19, 2015, 1:30 P.M.

Update on the Geneva Lake Theatre Building.

Still for sale. Trying to find a donor.

Continued discussion on the updated version of A Historic Lake Geneva Walking Tour booklet. The updated Historic Lake Geneva Walking Tour pamphlet was approved and sent to the publisher for printing of 1,000 copies. It was agreed that they would be offered free to the public.

Report and discussion regarding two proposed new Historic Signs from Timberline Signs listing Civil War and other veterans buried at Pioneer Cemetery and Oak Hill Cemetery.

We are waiting for warmer weather for the installation of the signs by the Street Department.

Continued discussion regarding nomination of Oak Hill Cemetery as a National Historic Site, including input from historic consultant John Notz.

This is an ongoing project.

Also discussion on John Notz’s request for recognition of three extant buildings designed

by Williams Le Baron Jenney on former Maple Lawn property in the City of Lake Geneva. John Notz has come upon some new evidence.

Review of recent Plaque Program applications, and information from the Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians and the Wisconsin Association of Historic Preservation.

No new plaques have been issued.

Review of potential projects and promotional ideas for the LGHPC, educational programs and updates on the website.

www.historiclakegeneva.org.

Meeting adjourned at 7:45 P.M.

Respectfully submitted,

Louise Rayppy

Lake Geneva Historic Preservation Commission Meeting Minutes

April 9, 2015 6:30 P.M. Lake Geneva City Hall

President Ken Etten called the meeting to order at 6:30 p.m. at Lake Geneva City Hall

Present: Ken Etten, Patrick Quinn, Mary Tanner, Jackie Getzen, Louise Rayppy. Dee Fiske, Ellyn Kehoe, were absent. Michael Rehberg, representing Black Point, was as a guest.

Approval of the Minutes of Historic Preservation Commission Meeting of March 12, 2015.

Comments from the public: Michael Rehberg discussed the walking tour that Black Point is putting together with docents. The tour will start at the Riviera, every Thursday evening at 4:30 P.M. Starting June 18 thru August 20. Will preview at our next meeting.

Reports from the Geneva Lake Area Museum and the Maple Park Homeowners.

“The Roaring 20’s Speakeasy Party”

Friday, May 22nd, 2015, 6 P.M. to 8:30 P.M. Reservations suggested, cost: \$60.00.

May 23rd: Public opening of Flappers to Bootleggers. Regular admission.

Update on the Geneva Lake Theater Building.

Still for Sale. Trying to get some interested parties to invest. Also trying to get some money from the Tif fund. If we can only get some control over building.

Continued discussion on the updated version of A Historic Lake Geneva Walking Tour booklet. The booklets have been distributed. The Visitors Center said: “They were going like hot cakes”. Patrick Quinn will give a program about the booklets at the Geneva Lake Museum in September.

Report and discussion regarding two proposed new Historic Signs from Timberline Signs listing Civil War and other veterans buried at Pioneer Cemetery and Oak Hill Cemetery.

They are up and looking great.

Continued discussion regarding nomination of Oak Hill Cemetery as a National Historic Site, including input from historic consultant John Notz.

Patrick Quinn is starting on the nomination. If you don’t have documentation, you can

still get it nominated.

Also discussion on John Notz's request for recognition of three extant buildings designed by William Le Baron Jenney on former Maple Lawn property in the City of Lake Geneva.

John Notz has come upon some new evidence.

On April 28th, John Notz will present a program on William Le Baron Jenney at the Geneva Lake Museum's "Tuesday @ Two.

Review of recent Plaque Program applications, and information from the Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians and the Wisconsin Association of Historic Preservation.

No new plaques have been issued.

Review of potential projects and promotional ideas for the LGHPC, educational programs and updates on the website.

www.historiclakegeneva.org.

Meeting adjourned at 7:15, due to bad weather.

Respectfully submitted,

Louise Rayppy

City of Lake Geneva Parking Commission
April 15, 2015 – 6:00pm
Conference Room 2A, City Hall
Minutes

1. **Opening and Attendance:** Attendance recorded and copies of minutes distributed.
2. **Roll Call at 6:00pm**
Present: Chairman Krause, Fleming, Kordus, and Swangstu
Also Present: Darien Schaefer (Non-Voting), Mayor Connors, and Parking Manager Mullally
3. **Approval of Minutes**
Kordus/Fleming motion to approve minutes. Motion carried 4 to 0.
4. **Open Comments**
Mr. Fleming, speaking as a citizen, informed the Parking Commission that sixty parking spaces would be closed at Central Dennison due to summer construction. Mr. Fleming stated that last year the area was partially closed but allowed some of the area for forty or fifty spaces. He suggested using the playground area for parking; and stated he would like the item to be on the next agenda. Mr. Fleming requested the City pursue more parking spaces, as sixty spaces is a lot to lose.
5. **Update on Summer 2015 stall reconfiguration and stall additions**
Parking Manger Mullally stated that in mid-May they would begin to add parking stalls, reconfigure parallel to angle stalls and fill in a curb cut on Geneva Street. The Street Department is waiting for consistent weather in the 70's, meaning changes would be made around the second or third week of May. Ms. Mullally stated the goal for the reconfigurations is before Memorial Weekend. Mr. Fleming questioned the preparations. Ms. Mullally replied that the temperatures need to be consistent for the paint to dry, creating new number configurations, ordering new poles, removing and replacing poles.
6. **Discussion on curb cut fill on the 200 block of Center Street**
Mayor Connors described the location of the curb cut as being the driveway of the old Derrick Funeral Home. Parking Manager Mullally stated the City received permission in writing from the current building owner to fill in the curb cut. Ms. Mullally said that if filled, it would be enough space for one stall and possibly one motorcycle stall. She would be measuring out the area tomorrow with the Street Department. Alderman Kordus explained this would need to go to Public Works. Mr. Krause suggested that Ms. Mullally speak to Director of Public Works Winkler regarding the restoration of the sidewalk resulting from closing up the driveway/curb cut.

Ms. Mullally asked the Commission to return back to item #5 regarding reconfigurations and stall additions. Ms. Mullally stated that she has conferred with Mr. Winkler regarding adding seven parking stalls on the curve between Broad and North Street in front of Town Bank. Mayor Connors suggested that Ms. Mullally check with the Fire Chief and Police Chief regarding the additions. She stated Mr.

Winkler liked the idea as it would help to slow down traffic. Ms. Mullally added that this would open up the free parking options on the east and west side of North Street.

Kordus/Fleming motion to pass the item to Public Works and check with the Police and Fire Chief regarding emergency vehicles.

Mr. Fleming asked how many more spaces in total were being created and Ms. Mullally responded conservatively between forty and sixty.

7. Discussion on future of Handicap Stalls

Ms. Mullally stated she has been doing some research on the City's handicap van accessibility reserved parking stalls. Our handicap stall placement was based on the parking study completed in 2013. She has the group whose proposed legislation, "Accessibility for Pedestrians Facilities in the Public Right-of-Way" was listed in the parking study. The proposed legislation never made it to the floor and stopped for public comments in 2012. She also contacted Milwaukee's Parking Department to inquire as to how they were placing handicap van accessibility stalls. According to Wisconsin State Statutes, only public and private facilities are regulated, not street parking. Ms. Mullally said although she acknowledged there is an obvious need for handicap accessible parking, she wanted to conduct a summer analysis of the parking stalls we currently have. She stated the City has 4% of its paid parking handicap van accessible over by 2% as regulated for public and private facilities. She would like to place handicap spaces where they are needed most. She provided pictures where she observed vehicles with handicap placards parking closest to the building while handicap spaces a few stalls next to them were empty. She would like to do a summer analysis and submit the findings for the committee to review. She stated that for every handicap space created, two parking stalls are lost. Therefore, she would like to base the placement of the handicap stalls where they are needed, and not based on non-existing legislation. Ms. Mullally said according to the parking study, the City has a surplus of handicap stalls in various blocks; including ten stalls in block ten alone. Although, in the Keefe and Cook lot there are far more handicap stalls than state mandated. She would prefer handicap van accessible parking in a lot as opposed to a busy Main Street. Mr. Kordus stated that he agreed; and would like Ms. Mullally do a study and come back with recommendations after the season.

8. Discussion on compact stalls on Wrigley Drive between Main Street and Broad Street

Ms. Mullally stated she received a request from a representative of Popeye's restaurant to make driving out of their lot safer. She said the options are to do nothing, make the parking stall before the driveway a compact stall, or push back a parking stall and paint a yellow line so that there is more visibility for the driver leaving the lot. Mr. Kordus stated from personal experience he has had no problem with oncoming traffic. Mr. Connors and Mr. Kordus directed Ms. Mullally to instead monitor the driveway to see if they are accidents.

9. Date and Agenda items for next meeting

Mr. Fleming reiterated his request for Central Dennison. Mr. Swangstu stated that since the TIF is still open, he would like to opt for another referendum for a parking structure. Mr. Krause wanted to revisit parking apps and Mr. Kordus smart cards. Mr. Kordus also asked if they should be working on covers for meters during the shutdown. Ms. Mullally stated she is already working with the company that made

the covers for the beach meters. She needs a cover with an opening for solar panels so that she can test the system before March.

7. Adjournment

Fleming/Swangstu motion to adjourn, passed unanimously. Adjourned at 6:32pm

Next Meeting Wednesday May 20, 2015 at 6:00pm

COMMUNICATIONS COMMITTEE MINUTES

TUESDAY, MARCH 17, 2015 – 5:00PM CITY HALL, CONFERENCE ROOM 2A

AGENDA

1. **Meeting called to order** by Chairman Milliette
2. **Roll Call**- Members present were: Chairman Gary Milliette, Advisor Jeff Miskie, Andrew Fritz IV- Secretary, Jeffrey Kriegel & Ron Berndt. Also present: City Clerk Waswo- Absent: Alderman Bob Kordus,
3. **Approval of Minutes December 2014 meeting as distributed**- Milliette made the Motion for approval of minutes from December 16, 2014 meeting, as distributed; Kreigal seconded. Motion carried 4 to 0.
4. **Comments from the public limited to 5 minutes** – None
5. **E – Alert newsletter** –
 - Committee discussed issue at length to determine what the Email should contain. It was agreed that the current elements are great and further development may be needed when possible as cited in the December 16, 2014 meeting.
 - Discussion also brought up issues as to what it should not contain- to minimize duplication from other Civic organizations- eg Events going on in the City, etc. from the Chamber of Commerce, etc.
 - Discussion touched upon the relevancy of the Email and it was unanimously agreed that the Email is a positive form of communication despite the amount of work needed to provide it weekly by the tireless Ms. Waswo. Efforts to streamline the production of the email are being made whenever possible.
 - Discussion discussed what constituency was served by newsletter. Ms. Waswo reported that a small survey may be possible to ascertain the constituency's demographics and more importantly determine what they may want in the email communication. A review of results of this survey may be made available at the next meeting. Mr. Fritz made a motion to approve Mini-Survey. Motion Passed 4-0.
6. **Vimeo Discussion** – Discussion started with Chairman Milliette's extensive findings that while a Live transcription service would be an amazingly positive element for City Hall meetings video recorded- the costs associated were prohibitive for anytime in the near future. Further findings of having a transcription service or software to provide such a benefit again for pre-recorded broadcasts would be cost prohibitive. Advisor Miskie stated that having a transcription would also add much more highly qualified labor to the process of integrating the transcription into the video stream which made it even more resource intensive.
 - Discussion had a possible solution of consolidating the items of a City Meeting onto one area: Agenda of Meeting; Link to Meeting on Vimeo video; Minutes of Meeting & other materials when possible. Ms Waswo said that this may be possible as the data and links exist but may need help in creating the templates to make pages like this. Mr. Miskie concurred that this is very possible.Motion made by Chairman Milliette to table the discussion for a few years when other vendors or solutions are available as it benefit for the broader community would be great. Motion Passed 4-0.
7. **Other Business**-
 - Mr. Berndt asked to have further definition of Committee's Mission. Mr Miskie reminded the Committee that every Committee has had a refreshed definition of the Committee in the City Ordinance. The synopsis from the City, said Mr. Miskie, is to represent any form of Communication of the City to its Citizens.
 - Mr. Fritz asked to have a issue added to the next meeting's agenda in regards to a speaker system being added to the current light poles in the Business Improvement District of Lake Geneva. Discussion related to this issue was brief but as such a system may be a form of Communications for the City of Lake Geneva, it may need further review and approval.
8. **Next Meeting Date/Time:** Fritz/Milliette suggested to continue meeting quarterly such that the next meeting would be June 9th, Tuesday at 5:00 p.m. Unanimously carried.
9. **Adjourn:** Fritz/Milliette motion to adjourn at 5:47 p.m. Unanimously carried.

Geneva Lake Museum Board Meeting

March 11, 2015

President Jim Gee called the meeting to order at 5:28 in the Mill St Room. Present: Vice President Dale Buelter, Treasurer Mary Olson, Secretary Vern Magee; directors present: Pat Gee, Barb Buelter, Davie Williams, Dana Hagenah, Marianne Bonifacic, Joanne Niessner, Betty Less, Dick Bain, Chuck Ebeling, Don Rutkowski. Absent: Dee Fiske, Jim Davis, Mary Tanner, Lynn Grayson. Staff present: Karen Jo Walsh, Helen Brandt, Pat Cramer. Guests: Vernon Haan and our city rep Elizabeth Chappell.

The minutes of the previous meeting were approved by a motion by Betty, second by Marianne, motion carried. Jim said he would like to have the board vote on **reallocating funds** from some of the restricted fund projects that have been completed, but there was money left over. He asked Mary to go over them with the board and then we could discuss them. Mary read various line items from the treasurer's report such as the Lake Geneva High School, Founder's Plaque, Interpretation, Hallett Fund, Ceylon Court, Wilson Memorial, Harry Hartshorne, School Room Flooring, Sketches of Lake Geneva. With a motion from Pat G, second by Dana, the board approved moving the aforementioned line items to the general fund. Line items that will remain open are the Ryan Foundation, Restoration of Portraits, Wigwam, and the Larry Magee Memorial.

Curator's Report: Helen told of a wonderful one year loan of a train, which was built by a POW German soldier on the west coast during World War 2. It was made all by hand using materials he had at hand such as tin and the names of some of the POW's are engraved on the bell of the train. It was restored in the 1970's by workers of the railroad. Helen told the board we are fortunate to have this exhibit.

Karen reported surveys have been emailed to board members; let her know if you did not receive one.

Director's Report: Karen's quote for this month is by Eleanor Roosevelt who said: "*The future belongs to those who believe in the power of their dreams.*" Her report is as follows: She noted that counts are 'up' for the first two months of this year and help is needed to help pass out rack cards. 200 rack cards with discount coupons were dropped off at the Walworth County Visitor's Bureau. The new TV is now working with the help of a new lap top, thanks to Marsha. The screen is stored and use of projector will be limited. Carpet cleaning company came back and went over numerous spots and now Mill Street looks much better. Open House for the Maxwell Portraits drew 100+ people on a very, very cold evening. Lori Grove and a professor from Roosevelt University spoke, as did Bethany and Andrew, Maxwell Mansion owners. The Train Show generated 800+ guests for our first of 2015 Community Events. Donations, food sales and store sales were huge compared to a typical Saturday in February. GLM is now a destination on AARP website for Lake Geneva (#1), which took almost 4 months. The opening of the newest exhibit, "Undressed" was attended by 100+ guests. The Fashion Show brought out the best for our guests, our fiber collections and our models. Thanks to Betty for all her sewing, washing, ironing and steaming for the new exhibit. Guests are coming into the museum 'looking' for the display.

Programming future dates and plans: Radio Show, contract sent for Saturday, June 13th and we have a commitment to underwrite the \$300 cost. Chris Brookes-- Renaissance Fair, August 29, a Saturday. History Loves Company, International Museum Day is Saturday, May 16th. Charles Blakeslee—grand mother's paintings and grandfather's photos, will be honored with an open house and presentation on Sunday, May 24th from 2:00 – 3:00 in Mill Street. The Blakeslee's are gifting original paintings to GLM and Mr Blakeslee will be giving a short lecture on the life of the artist, who was from the Geneva Lake area..

Last call for Spring Newsletter Articles: If you are contributing a short article, see Karen Jo now. *Blue Star Museum* status has been renewed for GLM.

GLM belongs to 3 chambers: *Lake Geneva, Geneva Lake West, and Burlington*. GLM also collaborates with Black Point, Horticultural Hall, 2 Quester Groups, Art Council, Walworth County Historical Society. GLM currently has two interns: Morgan from Whitewater and Lindsey from VIP. Please introduce yourself and welcome them if you happen to be in the museum when either is here. Each will be putting in 20 hours per week for the next 8+ weeks. **March 26th from 10 – 12 is our Volunteer/ Docent Training Session, to be followed by lunch.** We need RSVP's so please notify staff if you will be attending. The agenda and discussion is appropriate for everyone: board members, volunteers, docents, and "workers." The restoration of the Alta Vista Estate home movies from the 1920's has been completed. Those costs will be written up and hopefully accepted for financial support. The 9 week movie program will be rescheduled for this summer in hopes of greater participation. The question of staffing which includes opening and closing Mill St5reet still needs to be answered. The TEAM continues to work on the 20's and 30's exhibit which will be in Mill Street and throughout the museum. Constant Contact: payment for the next approximate year has been made. The cost breakdown is: email and marketing for 50 to 2,500 contacts \$420.00 + My Library Plus \$60.00, less 30% discount for paying in advance reflects a savings of \$144.00 for a total of \$336.00 which translates to approximately \$28.00 per month + resource person's time to implement.

Elizabeth Chappell, our city representative gave a brief history of the Lake Geneva Art Museum. She is the president and founder of the 501c3 organization. She wanted to make board members aware of this non profit organization and would like to work with us whenever possible.

Committee Reports

Fund raising: Barb reviewed the bus trip planned for April 14th to Midway Village in Rockford. The \$50 fee includes the bus, lunch and entrance to the museum. There is still room and encouraged people to support this fund raiser. Marianne reported plans for the Roaring 20's party and fund raiser for May 22 are progressing in a timely way. The mailing list and menu has been firmed up and invitations will be going out the first part of April, price is 60 per ticket. Dana and Jim are working on the fall event to be held October 10th.

Marketing and Publicity: Jim mentioned he received information from Real Life TV and will turn it over to the Marketing committee to check it out. It is something we might consider doing and many have had success with Phil Sansano's fun ads. Chuck said our likes on facebook are up 55%. Rob Ireland is the new editor at the Regional News and Chuck feels he will be good to the museum as was John Halverson, who will still be the general manager. Karen manages our Pinetrest page and has many fun photos on it; check it out if you have not seen it!

Planning and Exhibits: Dale reported the windows in Mill St will soon be covered with fake brick paneling to help turn the room into a Speakeasy for our Flappers and Bootlegger Exhibit. Karen and her team continue to fill the 6 display cases which will remain covered until the exhibit opens in May. Karen said there will be fun facts around the museum calling attention to the 1920's and 30's. Dale said they had to cancel the Disaster meeting because of bad weather but will try again this coming week. Dale attended the Chamber meeting this morning in Mill St where candidates for city council were on hand to present their views; it was not well attended with only about 30 people here. There was some discussion on the length of time the Undressed should be on Main St and it was decided to send it back to Planning for further discussion. Anyone is invited to that meeting if they choose to come. Betty noted that it was planned for a long time and much research went into it and it needs to be up for some time, but agreeing it would have to be moved around it some functions called

for it. She estimated 90% of the 100 people present for the style show were new people that came just for that reason and that it is being talked about in a very good way.

Membership: We have 505 members right now and hope we can get some of the overdue people to renew their membership. Our membership form is being revised so it is more consumer friendly and will be in use soon.

Old Business:

Annual meeting is April 19th at 1:30 in Mill St. Jim said he has been in contact with Ellsworth Brown and Rick Bernstien from the State Historical Society, who readily support the changes that are planned for our annual meeting. They involve the name change to Geneva Lake Museum from Geneva Lake History Buffs, Inc. It makes sense to legally change our name to what we are called and what is listed on our advertising. Another change will be to have Honorary Directors, who will be honored if they have served on the board at least 6 years honorably and this differs from Life Members. It will also be official that officers are chosen from the board as a whole, which we have always done, but this will clear up any confusion that may have occurred. The last thing members will vote on at the annual meeting concerns our endowment, which was established last year. The important thing here is that it is a *quasi endowment*, which allows for some of the principle to be used with super majority vote. This should be in our by-laws according to the Historical Society. Email notices of the annual meeting have been sent and the rest have been mailed.

Jim reported on the nominating committee meeting who selected 2 people to fill the open board positions for Betty Less and Mary Tanner, who are retiring after many years of faithful service. Jim described one as a permanent L G resident who has ties going back generations, a degree in business, ran a large company, a director in a large hospital, and a trustee for the Museum of Science and Industry in Chicago. He has a large network of people he knows and the candidate is **Ed Schwinn**. It was moved by Dana, second by Don to nominate Ed for a board position; with no discussion, the motion was approved unanimously. Dana and Jim are meeting with candidate 2 next week and Jim will send an email for board members to vote electronically for that approval.

Corporate Sponsors: Lynn is busy with clients in Chicago tonight so this will be moved to the next meeting after the annual meeting.

Pricing on RR bricks: Jim said there has been talk that maybe they are priced too high at \$125.00, but Pat said they are in the gift shop, but thinks it is too early to tell yet if the price should be changed. Marianne said she had priced bricks in several places and they were running about \$200.00. Karen feels too that there has not been enough exposure yet and suggests leaving at this price for a year.

New Business: Jim said there were 2 nominations for Honorary Director's this year, Mary Tanner and Betty Less. Betty has served the museum since the beginning in 1984! A motion by Don, second by Barb, to add Mary and Betty to be Honorary Directors; motion carried unanimously.

On call volunteer or employee: Jim wanted to find someone to help with heavy lifting when needed. Marianne knows someone that might be able to do that as a paid position. Jim wants to eliminate Dale and Marsha or any other senior from shoveling and doing any heavy lifting. Karen hopes we can have several names on hand so that one would most likely be available.

Tom Laughlin video proposal: Dana spoke to Tom after his workshop of L G postcards and he is interested in doing a video of Lake Geneva Historical sights; he needs financial support and Dana wondered if this would be a good fit for GLM and Tom to work together on. He has a connection with

PBS in Milwaukee. It is something to think about in the near future. Vern suggested that perhaps the money that we voted on tonight that will be taken out of restricted funds could be used for that. She pointed out that the people that gave money for these restricted funds were interested in their donation be used for a specific purpose rather than going into the general fund. Pat said the video could then be sold in the gift shop. Mary said the amount would be about \$3700.00 and Karen said maybe we could find someone to match that price, as is often done with projects like this.

Don wanted to tell the board that Lake Geneva will be the sight of the Sailing Regatta this year, and the history on this goes back to 1874. He thinks we could have a temporary exhibit and tie it in with the Yacht Club and Black Point. The Regatta will be held in August of this year. Karen said Helen is already scheduled to give a talk on the history of the Yacht Club at Pier 290 this summer. After that, she would be able to do a workshop or another presentation.

Elizabeth Chappell announced that there will be a TIF workshop at city hall this Saturday morning at 8:30 if anyone is interested in proposing any additions or storage for GLM, she suggested we come.

With no other business to discuss, the meeting was adjourned at 7:10 pm.

Vern Magee
Secretary

cc Jim Connors
Elizabeth Chappell
Sabrina Waswo

**GENEVA LAKE ENVIRONMENTAL AGENCY
WILLIAMS BAY, WISCONSIN
Board of Director's Meeting Official Minutes.**

March 19, 2015

The GLEA meeting was called to order at 6:57 pm, Thursday March 19, 2015 by Chairman D. Bowman at Lower Association Hall, on Lewis Dr., George Williams College Campus, Williams Bay WI.

Members Present: R. Bowman (W. B.), L. Lundberg (W. B.), T. Leith (Linn Twn.), J. Lovell (Walworth Twn.), D. Jameson (WB), G. Ahnert (LG).

- **Members absent** C. Jones (Linn Twn), P. Kenny (Fontana), E. Chappell (L.G.),
- **Also Present:** Ted Peters (director). C. Schultz (Regional News) D. Malmin (Care for Lake Geneva).

D. Malmin was present to discuss the Big Foot Beach State Park road relocation. Rather than have him sit through the whole meeting till it came up on the agenda under new business item 2, the board agreed to let him talk at the beginning of the meeting before any agenda business was address.

D. Malmin went through the history of the Big Foot Beach State Park planning and recent Wisconsin DNR and City of Lake Geneva's meetings on revisiting the road relocation. He handed out a packet with information on the project. He basically is not in favor of the preferred alternative which includes moving the road east behind the lagoons and into the woods. He stated that it would pretty much destroy the only remaining woods in the park. T. Leith who was the park ranger from many years mentioned that they had built many trails in the woods. There are about 60 acres of woods and the project would remove about 40 ac of them for parking and misc. Concerns include extended length of road (50% longer) curves on the road, pedestrian safety, animal movement across the relocated road to the ponds, future maintenance and funding for it, and impacts on water quality. The GLEA board also discussed loss of beach to erosion, boat traffic in lagoon and its impact on the shoreline and sediment, water quality of lagoon and impact on lake, additional boat launches, impervious areas, lake elevation difference and how this will impact the recreational use of the park and beach. The question was asked as to why the City and the DNR are interested in doing this. It was mentioned that since the highway was re-routed to the east and around the park, traffic patterns have changed significantly. Is pedestrian safety still a major issue? D. Malmin strongly encouraged the GLEA to express its feeling regarding the project.

General Business:

1. **Motion by J. Lovell to accept the February 19, 2015 minutes. CU**
2. Action on Monthly Items
 - a. **Motion by T. Leith to accept the February 2015 Income Statements. CU.**
 - b. **Motion by J. Lovell February 2015 Balance Statements. CU**
 - c. The board reviewed the donations and disbursement reports for February 2015.
 - d. Staff Report:
Director's Report:

-Peters mentioned that the staff gages were install in KNC Wed. 3/18. He passed out a listing of the fish stocked in Geneva Lake by the WDNR since 1972. He briefly mentioned the zooplankton change that has been noted by the analyst. Option are being explored and discussed with WDNR, USGS and others. Causes may include but not limited to; impacts by fish, changes in trophic level and biasing in the sampling. He will monitor it. **Motion by D. Jameson to accept the Director's Report.**

Old Business:

1. The final draft of the audit was passed out to board members. Discussion followed on the included letters that pointed out some items that need to be addressed by the Board. It was suggested that in the future bank statements be included with the monthly bookkeeper's report. **Motion by J. Lovell to accept the audit noting the auditor's comments. CU**
2. KNC stream gages have been installed. Readings will now be taken with the water table recordings
3. A new investment policy was discussed. Peters sent info out prior to the meeting. Some did not get a chance to review. A Risk Tolerance Questionnaire and Investment Strategy forms were discussed but not completed. The attorney felt that he needed to investigate whether the GLEA can conduct this type of investment. He will report back at the next meeting.
4. Peters updated the board and the registration for the Earth Day Event and Reception. It may be full.

New Business:

1. Posters for the Wisconsin Lake Convention are progressing. Most of the work is being done by the other co-presenters.
2. Big Foot Beach State Park road re-location was discussed earlier in the meeting.

Commissioners' Report:

The Lake Use Committee will be meeting Thur. of April 15 and will discuss the Big Foot Beach road relocation.

The next GLEA meeting date is April 16, 2015 same time and same place.

Motion by D. Jameson 8:45 pm to adjourn.

These minutes were recorded and prepared by T. Peters.