



COMMITTEE OF THE WHOLE
MONDAY, DECEMBER 1, 2014 – 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 October 6, 2014 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. Discussion on downtown residential apartment parking.
7. **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 Lyon
 - b. Personnel Committee, Alderman Kupsik
 - c. Public Works Committee, Alderman Kordus
 - d. Piers, Harbors, & Lakefront Committee, Alderman Wall
8. **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 Wall & Hedlund
 - b. Tree Board, Alderman Kupsik
 - c. Police & Fire Commission, Alderman Lyon

- d. Plan Commission, Alderman Kupsik
- e. Board of Park Commissioners, Alderman Kupsik
- f. Library Board, Alderman Lyon
- g. Historic Preservation Commission, Alderman Kehoe
- h. Cemetery Commission, Alderman Kordus
- i. Parking Commission, Alderman Kordus
- j. Communications Committee, Alderman Kordus
- k. Avian Committee, Alderman Wall

9. **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 Kupsik & Lyon
- d. Geneva Lake Environmental Agency, Alderman Chappell
- e. Geneva Lakes Family YMCA, Alderman Kupsik
- f. Geneva Lake Use Committee, Alderman Lyon

10. Adjourn

*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.*

11/26/14 12:40 pm
cc: Aldermen, Mayor, Administrator, Attorney, Media

**COMMITTEE OF THE WHOLE
MONDAY, OCTOBER 6, 2014 - 6:30 PM
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Kupsik called the meeting to order at 6:30 p.m.

Pledge of Allegiance led by Council President Kupsik.

Roll Call. Present: Aldermen Chappell, Wall, Kordus, Hill and Kupsik. Absent (excused): Alderman Kehoe and Lyon. Also present: City Administrator Jordan.

Kordus/Chappell motion for approval of Minutes from September 2, 2014 Committee of the Whole Meeting as distributed. Motion carried 5 to 0.

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

Spyros Condos, 1716 Hillcrest Drive, spoke on the proposed parking structure in the community. Stated he believes we are building the parking structure for everyone in the community.

Kelly Morrissey, Owner of Bejeweled located at 247 Cook Street, spoke on the proposed parking structure as well. Stated that she hears many complaints from customers regarding the parking situation in the City. She fears the impact the current parking situation will have on local businesses over time.

Harold Friestad, General Manager for Lake Geneva Cruise Line, also spoke on the proposed parking structure. Feels it will relieve the pressure of parking in residential areas and is important for the quality of life in Lake Geneva.

James Wilson, 1120 Park Row, spoke on the proposed parking structure. Stated reasons why it may not benefit the City. Mr. Wilson also feels more attention should be paid to the care of the graves and is not pleased with the current condition he found it in. Mr. Wilson also would like the Council to contact the State or Department of Justice to investigate bid rigging for community projects.

Mary Jo Fesenmaier, 955 George Street, thanked the City and County for their work in the completion of the work on George Street.

Darien Schaefer, resident of the Town of Geneva representing the Lake Geneva Chamber of Commerce, spoke on the proposed parking structure. Stated that the structure is needed and is a long-term solution to the city's parking problem.

Tom Hartz, 1051 Lake Geneva Boulevard, spoke on the proposed parking structure as well. Stated that a parking structure in the city is long overdue.

Discussion of Girl Scout Government Project – Help enact legislation to protect animals in vehicles in hot weather.

Abby McDonald, W3423 Snake Road, Lake Geneva and Morgan Hallatt, W3211 Lake Forest Lane, Lake Geneva from Girl Scouts Troop 3016 presented their findings on the stages and effects of leaving animals, especially dogs, alone in hot cars. Stated that other municipalities have legislation in place to address this serious matter and urges Lake Geneva to follow in suit.

Discussion on Parking Structure.

Alderman Hill spoke on the need of the proposed parking structure. She summarized the findings of the Rich & Associates' Downtown Parking Study Needs report. Alderman Kupsik directed others to the City website for additional information.

Standing Committee Reports given:

Finance, License & Regulation Committee, Alderman Kupsik and City Administrator Jordan
Personnel Committee, Alderman Kupsik
Public Works Committee, Alderman Kordus

Piers, Harbors, & Lakefront Committee, Alderman Wall

Committee, Commission and Board Reports given:

Utility Commission, Alderman Wall

Tree Board, Alderman Kupsik

Police & Fire Commission, City Administrator Jordan & Alderman Hill

Planning Commission, Alderman Kupsik

Board of Park Commissioners, Alderman Kupsik

Library Board, City Administrator Jordan

Historic Preservation, Alderman Kehoe was absent. Committee will wait until next meeting for update.

Cemetery Commission, Alderman Kordus

Parking Commission, Alderman Kordus

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, Aldermen Kupsik

Geneva Lake Environmental Agency, Alderman Chappell

Geneva Lakes Family YMCA, Alderman Kupsik

Geneva Lake Use Committee, City Administrator Jordan

Kupsik/Chappell motion to adjourn the meeting at 8:11 p.m. Motion carried 5 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, OCTOBER 13, 2014 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

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

Roll Call. Present: Aldermen Lyon, Kehoe, Kordus, Kupsik and Wall. 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 September 22, 2014, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Temporary “Class B” Retailer License application filed by Geneva Lake Arts Foundation for the sale of wine during the Glaf Fine Arts Exhibit “All that Glitters” event at 647 W. Main Street, Lake Geneva, on November 21, 2014, from 6:00pm to 8:00pm.

Wall/Kupsik motion to recommend approval. Unanimously carried.

Temporary Operator License application filed by Marlene Fielitz on behalf of Geneva Lake Arts Foundation for the Glaf Fine Art Exhibit “All that Glitters” event on November 21, 2014.

Kordus/Kupsik motion to recommend approval. Unanimously carried.

Original Massage Establishment License application filed by Spiritual Spa WJ, 921 Park Drive, Suite A, Lake Geneva, WI.

Kupsik/Wall motion to recommend approval. Alderman Kordus asked why the original application had denied circled and then crossed out and asked if this was a typo. Administrator Jordan was unsure why it was originally denied, but he could check with the Chief. Alderman Kupsik stated there was no explanation given, so he would assume that it was a mistake. City Clerk Waswo stated the application was brought back to her as it was missing pictures of the massage therapist and thought this could possibly be the reason it was initially denied. Motion carried 4 to 1 with Alderman Kehoe opposing.

Original 2014-2015 Operator’s (Bartender) License applications filed by Claire Amici, Cali Dunn, Laura Dye, Eric Garcia, Daniel Gurpos, Elizabeth McConoughey, William Steinhoff, Stephanie Thomas and Cindy Todd.

Kordus/Wall motion to recommend approval. Unanimously carried.

Discussion/Recommendation on ordering police squads for 2015.

Kordus/Kupsik motion to recommend approval. Administrator Jordan stated the city is part of the state bid program, where the state puts out the bid and awards it to a dealership and the city can then piggy back onto their contract. Mr. Jordan stated by ordering the vehicles before November 1st, the city could save over \$500 per vehicle. Delivery and invoicing will be after the 1st of the year. Unanimously carried.

Discussion/Recommendation to use contingency to fund repairs to Police Department garage floor.

Kordus/Kehoe motion to recommend approval. Alderman Kordus asked if these repairs have been looked at and would it cost us more money if we waited. Alderman Kupsik stated the item was discussed at the budget meeting and the Chief stated the floor would not be able to get repaired during the winter months due to the cold. Mr. Kupsik stated it was suggested to move forward as the floor is rough shape and would need to be done before the bad weather. Mr. Kordus stated that is what he assumed, do it now or it will cost more and get worse. Alderman Wall as if there was money available for this item. Mr. Jordan stated there is money in the contingency fund. Mr. Kupsik stated they are

recommending Stateline Surface Solutions as they have done good work for the city in the past at the Fire Department. Alderman Lyon stated there was only \$70 difference between Stateline and the low bidder, Custom Concrete Coatings.

Kordus/Kehoe motion an amendment to add the bid be awarded to Stateline Surface Solutions LLC for \$12,840.00. Unanimously carried.

Discussion/Recommendation to authorize the sale of surplus Cemetery equipment.

Kordus/Wall motion to recommend approval. Alderman Kehoe asked what equipment is included. Alderman Kordus stated the items were a 2007 salt/sander spreader, a pull behind 8 horsepower mortar/concrete mixer, a Billygoat 25 horsepower leaf collector and a 1998 Simplicity Sovereign 42" riding mower, which were also listed in the packet. Alderman Kupsik asked if the city could use any of this equipment. Mr. Kordus stated DPW Winkler looked through the equipment and deemed it to be surplus items that we could not use. Administrator Jordan stated per the city policy, all equipment must come before the council for approval to dispose of or sell. Alderman Wall asked if the city will be replacing any of these items. Mr. Kordus stated there is some new equipment requested but none of these items are being replaced as since the Cemetery is combined, they are able to share equipment with the Street Department. Unanimously carried.

Presentation of Accounts

Purchase orders. None.

Kupsik/Kehoe motion to recommend approval of Prepaid Bills in the amount of \$6,717.04. Unanimously carried.

Kordus/Kupsik motion to recommend approval of Regular Bills in the amount of \$206,792.28. Unanimously carried.

Kordus/Kupsik motion to recommend acceptance of the Monthly Treasurer's Report for June 2014. Unanimously carried.

Adjournment

Kordus/Wall motion to adjourn at 6:18 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- BUDGET WORKSHOP
TUESDAY, OCTOBER 21, 2014 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

Chairperson Lyon called the meeting to order at 4:15 p.m.

Roll Call. Present: Aldermen Lyon, Kehoe, Kupsik. Alderman Kordus arrived at 4:32 p.m. Absent: Alderman Wall. Also Present: City Administrator Jordan, Comptroller Pollitt, Mayor Connors, Police Chief Rasmussen, Assistant Police Chief Reuss, Lt. Gritzner, Public Works Director Winkler, Darien Schaefer, Brian Pollard, Rick Bittner and Tom Hartz.

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.

Review and Discussion of the 2015 Budget

At the last budget meeting of the Finance Committee, the budgets of all departments were reviewed and more cuts were made. There is still a \$66,000 shortfall in the budget. The Committee agreed that it was not prudent to go through the budget line by line to see if more cuts can be made. The Committee suggested several ways to raise revenues and asked staff to take their suggestions and determine what increases could be derived by their implementation.

The first suggestion was to increase parking tickets from \$12.00 to \$20.00 which would increase revenues by \$80,000. Staff contacted other surrounding communities to see what they charged for parking tickets. Elkhorn, Burlington and Delevan charged \$20.00 and after 10 days doubled the fine to \$40.00. If the fine was not paid in 30 days it would be \$50.00. Fontana charges \$15.00 and if it is not paid in 10 days the fine doubles to \$30.00. If it is not paid within 30 days, the fine is \$40.00. In Lake Geneva the fine is \$12.00, and if the ticket is not paid in 10 days it doubles to \$24.00. If it is still not paid, a second letter is sent and the fine is raised to \$30.00.

The second suggestion was to raise the child beach pass by \$1.00 which would result in an increase of approximately \$8,000. Fontana and Williams Bay charge \$4.00 for a child's admission fee.

Another suggestion was to cover the City's costs for the time it takes to distribute beach tags. The surrounding cities and villages charge a nominal fee to cover their distribution costs. Fontana charges \$4.00 for each tag. Williams Bay charges \$2.00 for each tag. The beach tags are free to residents in Lake Geneva.

Information was provided to show what could be raised from a mill rate increase if the assessed value remained the same. Currently, the City's rate is 6.04. If it was raised to 6.14, the increase in revenue would be \$100,000. If it was raised to 6.09, the revenue would increase \$50,000.

Raises for all full and part-time employees were discussed. A 1% increase would cost \$50,000 and includes all benefits. A 2% increase would cost \$100,000 including all benefits.

There was discussion of the Chamber of Commerce's room tax proposal asking if the City would agree to a set amount, and anything over that amount would go to the Chamber. There was also discussion of raising the room tax percentage to provide more revenue to the Chamber and the City.

The Committee agreed to recommend an increase of \$4,000 to the YMCA for new programs.

The Committee also recommends that the City agree to extend the current contract with John's Disposal Service for another 4 years. John's has offered to continue the contract for 2015 at the current rate without a CPI increase and the remaining years could only increase by additional residences being added for pickup and the CPI. This would save the City over \$5,000 a year. Burlington was paying over \$15.00 for refuse pickup and recycling and is now entering a contract with John's at the same rate the City of Lake Geneva pays - \$12.23 per household. Elkhorn's rate is \$17.00, but the City underwrites part of the cost, so the residents pay only \$16.00 per month.

The City received the new net construction increase from the state and it was .065. Staff is still waiting for the final assessed value of the City. The state has not sent out the manufacturing assessed value as yet.

Adjournment

Kupsik/Kordus motion to adjourn at 5:40 p.m. Motion carried 4 to 0.

/s/ Dennis Jordan, City Administrator

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FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, OCTOBER 27, 2014 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

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

Roll Call. Present: Aldermen Lyon, Kehoe, Kordus, Kupsik and Wall. 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

Kordus/Kehoe motion to approve the Finance, License and Regulation Committee Meeting minutes of October 13, 2014 and Finance, License and Regulation Committee - Budget Workshop Meeting minutes of October 21, 2014, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Original 2014-2015 Operator's (Bartender) License applications filed by Madison Conley, Catherine Petrassi and Melissa Slagle.

Kordus/Wall motion to recommend approval. Unanimously carried.

Renewal of 2014-2015 Operator's (Bartender) license applications filed by John Abraham Renko

Kordus/Kupsik motion to recommend approval. Unanimously carried.

Discussion/Recommendation on award of bid to Westenn Mechanical Contractors, Inc of Elkhorn, WI for the Shop Ventilation Project located at the Street Department Main Building, 1065 Carey Street in the amount of \$23,185.00 funded by the Capital Projects Fund.

Kordus/Kupsik motion to recommend approval. Director of Public Works Winkler stated during the budget process the council was concerned about the ventilation in the Street Department main building. This project is for a forced air ventilation system that pulls fresh air from the outside to heat the building. Mr. Winkler stated this is a turnkey bid with a completion date of December 31. Alderman Wall asked if the money had been set aside from capital. Mr. Winkler stated yes. Alderman Kordus said this bid came in significantly less than what was budgeted. Alderman Kehoe asked if this was for the whole building. Mr. Winkler stated it was for both sides of the garage portions of the building with the concern on the vehicle exhaust. Unanimously carried.

Discussion/Recommendation on award of bid to Humphrey's Contracting of Lake Geneva, WI for the Siding and Insulations Project at the Street Department, 1070 Carey Street in the amount of \$51,350.00 funded by the Capital Projects Fund.

Kordus/Wall motion to recommend approval. Alderman Kehoe asked if the siding was for the entire building. DPW Winkler stated this bid is for the insulation and siding for three sides of the building and does not include the roofing or the gutters. Mr. Winkler stated the block on the north side will be painted and the project will start as soon as the contract is signed. He stated the project should be completed by the spring as he was unsure how long it will take for the material to be delivered. Alderman Kehoe asked if there were any other bids on this project. Mr. Winkler stated there were five other bids with Humphrey's Contracting being the low bidder. Unanimously carried.

Discussion/Recommendation on Renewal of Agreement for Full-Value Maintenance Services with Accurate Appraisal LLC.

Kupsik/Wall motion to recommend approval. Administrator Jordan stated Accurate Appraisal has been the city's appraiser for the last three years and have done an excellent job. He further stated they have reduced their price for the next three years by \$3,000 per year. Unanimously carried.

Discussion/Recommendation on Renewal of Contract with John's Disposal Service, Inc.

Kordus/Kehoe motion to recommend approval. Administrator Jordan stated John's Disposal has made an offer to the city to extend the contract for 4 years at the current rate it is now. Generally, they have the right to increase the contract by the CPI, however, they will go into 2015 with the current rate and apply the CPI in 2016. The only other increase would be if more houses are added for collection. Mr. Jordan stated this will save the city a little over \$5,000 per year. Unanimously carried.

Discussion/Recommendation on Maintenance Agreement with Town of Linn.

Kordus/Wall motion to recommend approval. Alderman Kordus stated this is the street swap. Alderman Kupsik asked if the city would still be liable for the repairs. DPW Winkler stated the area in question is Willow Road, from Pilgrim Church west, to the west city limits. The area is about 3,000 feet long. In the past, the city was responsible for maintaining the north half of the street and the Town of Linn was responsible for the south half. The offer was for the Town of Linn to maintain Willow Road and the City of Lake Geneva to maintain Wilmot Boulevard for a 10 year period. Wilmot Boulevard is about 800 to 850 feet long and surrounds the city. Mr. Winkler further stated that Wilmot Boulevard is already in our Street Program for resurfacing. Other aspects of the agreement are that the city would still maintain the tree maintenance on Willow Road and neither municipality will restrict access for the other community. Alderman Kordus stated the significant change from the last time this was presented to the council is the addition of the swap of the controlled speed limit, weight restrictions and all postings on those roads, which is item #2 in the contract. Unanimously carried.

Discussion/Recommendation on the 2015 Budget and setting the Public Hearing date for the Budget.

Administrator Jordan stated we need to publish the budget in the paper for 15 days, after that time we can hold the public hearing. This item is instructing staff to go ahead and publish the budget.

Kordus/Wall motion to recommend approval of publishing the 2015 budget so that a public hearing date can be set. Alderman Kupsik asked what was changed based on the suggestions from the last meeting. Mr. Jordan stated staff was directed to raise the rates for parking tickets, raise the child beach pass for non-residents by \$1.00 and add a \$3.00 annual fee for each beach tag for residents. Unanimously carried.

Discussion/Recommendation on setting a Public Hearing date for the Walworth County Natural Hazards Mitigation Plan.

Kordus/Wall motion to move forward for the public hearing. Unanimously carried.

Discussion/Recommendation on authorizing Payment of Rescinded Taxes for Tax Exempt Property.

Administrator Jordan stated every year non-profit organizations have to fill out a tax exemption form that is submitted to the City Clerk and passed onto the state. In 2011 the Lake Geneva Economic Development did submit a form; however, it did not get to the clerk. Mr. Jordan stated there has been a lot of correspondence between the state and the county. He stated the city would pay the county back as they made the city whole on the taxes. Alderman Lyon asked if the payment would flow from city funds to the county. Mr. Jordan stated this is correct; in an amount of \$9,132.27. Alderman Kupsik stated the correspondence goes back to 2011 and asked if this would include everything up until now, with no additional charges. Mr. Jordan said it is possible the county will ask for another month's interest as the last correspondence stated interest is added after the 23rd of the month. Mr. Kupsik asked if staff can put something in place so that this does not happen again. Mr. Jordan stated staff will set up a procedure. Alderman Wall asked why the taxpayers would have to pay for this if the

non-profit organization did not get the form into the clerk. Mr. Jordan stated they did submit it, but it did not get to the state. Alderman Kordus clarified that these are funds that were paid to us erroneously by the county and the city now must reimburse the county the initial amount plus a penalty and interest. Mr. Jordan stated the city has been trying to negotiate a reduction with the county on the interest, however, by statute the county has to charge it. Mr. Lyon asked if the penalty was around \$3,000. Mr. Jordan confirmed the \$9,000 includes the \$6,000 reimbursement and the \$3,000 penalty and interest. Mr. Kupsik asked that staff pay this item as soon as possible to not incur any further charges.

Kordus/Kupsik motion to recommend approval of the tax exempt property payment of \$9,132.27 plus any additional accrued interest or penalty as soon as possible. Motion carried 4 to 1, with Alderman Kehoe abstaining.

Discussion/Recommendation on the 2015 Summer Season Lifeguard Services Contract with the Geneva Lake Water Safety Patrol.

Kupsik/Kordus motion to recommend approval. Alderman Kupsik asked if this contract was broken up between all the surrounding areas. Mr. Jordan stated they do contract with surrounding areas, but this is just the city's contract. Alderman Wall asked what the contract cost was for this season. Comptroller Pollitt stated it was \$32,580.00. Unanimously carried.

Presentation of Accounts

Purchase orders. None.

Kupsik/Kordus motion to recommend approval of Prepaid Bills in the amount of \$1,996.29. Unanimously carried.

Kupsik/Wall motion to recommend approval of Regular Bills in the amount of \$257,537.61. Unanimously carried.

Kupsik/Kordus motion to recommend acceptance of the Monthly Treasurer's Report for July 2014. Unanimously carried.

Adjournment

Wall/Kordus motion to adjourn at 6:34 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, NOVEMBER 10, 2014 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Lyon called the meeting to order at 6:01 p.m.

Roll Call. Present: Aldermen Lyon, Kehoe, Kordus, Kupsik and Wall. 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.

Kevin Fleming, 1032 Wisconsin Street spoke regarding the banner poles. He asked for the council's consideration in waiving the fees for the BID and Chamber of Commerce. Mr. Fleming stated the banners increase the quality of life and they would rather use those fees for marketing.

Approval of Minutes

Wall/Kordus motion to approve the Finance, License and Regulation Committee Meeting minutes of October 27, 2014, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Renewal of 2014-2015 Operator's (Bartender) license applications filed by Paula Holmes.

Kupsik/Kehoe motion to recommend approval. Unanimously carried.

Discussion/Recommendation on request from Caroline Ausman regarding waiver of remaining Carriage License Parking Fee for Field Stone Farm Carriage & Pony Rides LLC.

Kordus/Kupsik motion to not waive the fees for Fieldstone Farm Carriage. Alderman Kordus asked what the fee amount is outstanding. Administrator Jordan stated about \$1,700 has been paid and she is asking for the remaining amount to be waived. Mr. Jordan stated Ms. Ausman was under the impression that the \$3,650 was the price for two carriages, however, that is the price for the use of the parking spot, not the amount of carriages she has. Alderman Lyon stated when this was originally before FLR, she was going to reduce her business from two carriages to one. He stated that was part of the discussion when the amount was set at \$3,650; it was based upon the business having only one carriage. Mr. Lyon also noted that from Ms. Ausman's letter, it sounds like running one carriage doesn't work with her business model and stated to be fair, we should allow her to waive the contract. Alderman Kordus stated she did utilize the space for the entire season. Now the season is over and she is stating she didn't make any money, so now she wants a refund of half of what she committed to pay earlier, which seems disingenuous. Mr. Kordus noted that this is similar to the concession stand where the person miscalculated the business model and we held them to the fee owed. Mr. Kordus thinks it would not be in the best interest to change their policy and waive the fee for this request. Unanimously carried.

Discussion/Recommendation on schedule of Banner Fees in relation to the BID and Chamber of Commerce.

Administrator Jordan stated the list included in the packet is all the people who have rented banner poles for the last five years. The Chamber of Commerce events are noted and it's typically \$400 to \$500 per year in fees. Alderman Kupsik noted that the 2014 amount was around \$1,300 and asked if the costs included are primarily to cover the costs to the street department, which Mr. Jordan confirmed but noted it costs the city more than what we charge in fees. Mr. Jordan noted there is an expansion of events in the past years with more banners poles being requested. Mr. Kordus stated the costs of taking the banners up or down does not change based on the time the banners are displayed. He suggested obtaining the actual costs from the street department and possibly re-evaluating the manner the fees are charged.

Kupsik/Kehoe motion to send to council without recommendation. Unanimously carried.

Discussion/Recommendation on award of bid to American Pavement Solutions of Green Bay, WI for the 2014 Joint and Crack Cleaning and Sealing Project in the amount of \$40,000.00 funded by the Capital Projects Fund.

Kordus/Wall motion to recommend approval. Alderman Kupsik asked if American Pavement was the same company that did it last year. Mr. Jordan stated it was not, last year's company was Stark Asphalt. Unanimously carried.

Discussion/Recommendation on request to purchase a used 2008 Caterpillar mini-excavator from Fabco in the amount of \$28,500 for use in digging Cemetery graves and street repairs funded as follows: \$6,000 from the Cemetery Fund and \$22,500 from Contingency.

Kupsik/Kehoe motion to recommend approval. Alderman Kordus stated this was discussed by both Public Works and the Cemetery Commission. Currently the Cemetery contracts out the digging of graves at \$200 per grave. Purchasing this equipment would eliminate the cost to the Cemetery budget. The city felt that the street department would also use the equipment for upcoming projects. Alderman Kupsik noted the contractor is no longer interested in digging the graves. Administrator Jordan stated the city digs about 60 to 70 graves per year. Mr. Wall asked why we didn't do this in the past. Mr. Jordan stated we have always had a contractor that was able to dig the graves; however, the contractor feels he is too busy to be available when needed. Mr. Wall asked if this amount is taken from the contingency, will the city have enough money to pay for snowplowing for the rest of the year. Mr. Jordan stated yes, the only thing taken out of the contingency is the police department garage floor. Unanimously carried.

Discussion/Recommendation on renewal of CD in the amount of \$143,204.17 plus interest, maturing on November 21, 2014 from BMO Harris Bank.

Comptroller Pollitt stated she passed out the current rates received today and recommended keeping the CD at Harris Bank for a 3 to 6 month term at 0.10% as she is unsure what will happen with the TID.

Kupsik/Kehoe to approve the comptroller's recommendation. Unanimously carried.

Discussion/Recommendation on renewal of CD in the amount of \$313,950.77 plus interest, maturing on November 12, 2014 from Town Bank of Lake Geneva.

Kordus/Kehoe motion to recommend approval of CD from Town Bank to Associated Bank for a 6 month term at a rate of 0.26%. Unanimously carried.

Discussion/Recommendation on approving the Business Improvement District 2015 Operating Plan.

Kehoe/Wall motion to recommend approval. Ms. Pollitt stated this is the 2015 Operating Plan to generate the special assessments to the members of the BID on their tax bills. Unanimously carried.

Presentation of Accounts

Purchase orders. None.

Kordus/Kupsik motion to recommend approval of Prepaid Bills in the amount of \$13,116.33. Unanimously carried.

Kupsik/Kordus motion to recommend approval of Regular Bills in the amount of \$168,102.70. Alderman Kupsik asked Mr. Jordan if the 10 picnic tables are earmarked for anything. Mr. Jordan stated this was to add more picnic tables to our supply out of Capital Funds. Unanimously carried.

Adjournment

Kordus/Wall motion to adjourn at 6:34 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, SEPTEMBER 25, 2014 – 4:00 P.M.
CITY HALL, CONFERENCE ROOM 2A**

Meeting was called to order by Chairman Kupsik at 4:01 p.m.

Roll Call. Present: Aldermen Chappell, Hill, Kupsik and Wall. Also in attendance: City Administrator Jordan.

Comments from the public limited to 5 minutes. None.

Discussion/Recommendation on RFP for Recruitment Services for City Administrator position
The Committee reviewed the Request for Proposal prepared by the City Administrator for recruitment services for the City Administrator position.

Hill/Wall motion to direct the City Administrator to send the request for proposals to all government recruitment firms and to place the RFP on the City's web site. Unanimously carried.

Discussion/Recommendation on Accountant Job Description
The Committee then reviewed the job description and salary range for the accountant position.

Hill/Kupsik motion to approve the job description and salary range for the accountant position and to move forward to fill the position. Unanimously carried.

Adjournment

Hill/Kupsik motion to adjourn at 4:17 p.m. Unanimously carried.

/s/ Dennis Jordan, City Administrator

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PERSONNEL COMMITTEE

PIERS, HARBORS & LAKEFRONT COMMITTEE
THURSDAY, OCTOBER 23, 2014 AT 6:00 P.M.
CITY HALL, CONFERENCE ROOM 2A

The meeting was called to order by Chairman Wall at 6:04 p.m.

Roll Call. Present: Aldermen Lyon, Kordus, Chappell and Wall. Others in Attendance: Administrator Jordan, City Attorney Draper, George Steffen, Harbormaster Chuck Gray, Kent Martzke, Sol Kaniuk, Mike McGill, Theresa Poetzinger, Sean Payne, Kelly Poetzinger and Phil Bona.

Comments from the public limited to 5 minutes. None.

Harbormaster's Report

Harbormaster Gray gave an update on the lakefront enterprises. The Buoys and slips had revenues of \$165,827 for 2014. The Boat Launch has revenues of \$30,373 and will be open until approximately November 15. The Riviera Ballroom has had revenues of \$129,921 so far this year. The caterers that use the Riviera pay a percentage of their gross to the City. So far this year the City has received \$26,153. The Beach brought in \$270,265 in revenue after paying the state sales tax.

Kordus made a motion to have item 7 moved up in the order, seconded by Lyon. Motion passed 4 to 0.

Discussion/Recommendation regarding concerns of Riviera Tenants

Item 7 was a discussion regarding concerns of some of the Riviera tenants. Theresa Poetzinger and Mike McGill spoke of issues they were having with Del Carlson. The issues of concern were that she would not stay in her own establishment, but would come in the hallway and try to talk to people standing in line at the Poetzinger's to come to her stores. They were also concerned that she would line up chairs in front of the Poetzinger's space and visit with people and stare at the Poetzinger employees. The leases for 2014 were amended to include wording that tenants were to stay in their own stores and keep the aisle-way free of obstructions. Phil Bona testified that Del Carlson tried to dissuade him from going to the Poetzinger's store. Mr. Kaniuk stated that he has had several incidents with the Carlson's. The most recent was being accused of taking pictures of girls in the Riviera. The Police came and inspected his phone and found nothing on it. He believed that the Carlson's had someone call the police and incriminate him. He also mentioned an incident 2 years ago where he was threatened by one of the Carlson's sons-in-law. The Committee said they would take all of this under advisement and were going to invite the Carlson's to the next meeting to discuss the concerns.

Presentation by Clearwater Outdoors

Next was a presentation by Clearwater Outdoor asking to use the beach September 11-13, 2015. Their 2014 event was a great success and the Committee agreed to allow them the use of the beach again next year.

Kordus/Lyon motion to allow Clearwater Outdoor use of the beach on September 11-13, 2015 and to include a tent, music and three parking spaces that Clearwater will pay for.

Report on Summer Beach Usage – George Steffen

George Steffen gave a summary of beach usage this summer. A copy of the report is attached to the minutes.

Discussion/Recommendation of Fee Schedule

The committee discussed making changes in the fee schedule. After some discussion, Lyon made a motion to charge \$3.00 per beach tag for residents to help defray the costs of issuing the tags, seconded by Kordus. Motion carried 3 to 1 with Chappell voting "no."

Discussion/Recommendation on naming area in front of the Riviera

The committee then discussed a request from the Beautification Committee to name the area in front of the Riviera Dreihaus Plaza. Mr. Dreihaus has donated money to the BID to place all of the hanging baskets throughout the downtown, donated the fountain that is at the entrance to the Riviera and has donated over \$200,000 in matching funds to those raised by the Beautification Committee. A request was before the Public Works Committee to name a street in honor of Mr. Dreihaus, but members of the Committee were concerned that once that happened, how would the City control the process. The Public Works Committee voted to name the area in front of the Riviera the Richard Dreihaus Plaza and the Beautification Committee would pay for the marker to commemorate his contributions.

Kordus/Lyon motion to approve the naming of the area in front of the Riviera Dreihaus Plaza. Motion carried 3 to 1 with Chappell voting “no.”

Discussion of agenda items for next meeting

The Committee then discussed items for the next agenda. Items to be placed on the next agenda are a discussion of buoy and slip rates for 2015 and continuing the discussion on the Riviera tenant issues.

Adjournment

Chappell/Kordus motion to adjourn at 7:23. Motion carried 4 to 0.

/s/ Dennis Jordan, City Administrator

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

SUMMARY FOR THE 2014 RIVIERA BEACH SEASON

Receipts from kiosks sales \$286,131

Receipts from city hall group pre-sales (not on kiosks) \$1738

Actual total sales \$287,869

Total Receipts based on wristbands used \$285,298 (\$292,611 last year)

36,595 adults at \$7 each (37,701 last year)

9,711 children at \$3 each (9,661 last year)

14,125 local pass admissions (14,277 last year)

\$61 from locker rentals (\$101 last year)

\$30,621 given back for refund slips (\$40,852 last year)

Beach season consisted of 97 days (same as last year)

8 days of 85 degrees or warmer (21 days last year)

0 days of 90 degrees or warmer (6 days last year)

16 days with some rain (12 days last year)

38 days of over \$3000 in receipts (35 days last year)

9 days of over \$6000 in receipts (11 days last year)

2 days of over \$10,000 in receipts (3 days last year)

Best day in 2014: \$14,200 (July 4) (6th most money ever)

Best week in 2014: \$31655 (August 4-10)

13 adult (\$70) and 11 child (\$30) season passes were sold at city hall for \$940

24 rafts and 4 cabanas were sold at city hall for \$620

43% of the 20,936 kiosk purchases were made with cash (53% of these had refund slips)

\$448 of the refund slips weren't returned for refunds

\$2571 of the kiosk purchase receipts weren't used or turned in for wristbands

BEACH HISTORY

The city took over the beach in 1980 and built the beach house in 1998.

Starting in 2013 all beach admissions (except for group pre-sales) were purchased at the 3 beach kiosks. Wristbands and change for cash transactions were given at the beach house.

The wooden boardwalk was replaced and new sinks and countertops were installed in 2014.

Admission prices : \$2/\$1 1980-89; \$4/\$2 1990-98; \$5/\$2 1998-2007; \$6/\$3 2008-2010; \$7/\$3 2011-2014

Total receipts for 35 years \$5,503,606

Total receipts for the 17 beach house years \$3,799,328

Average annual income for the last 17 years \$223,490; Median \$213,349

Best year for income: \$367,985 (2012)

Best year for attendance: 52,861 adults and 8,805 children (1988)

Worst year for attendance: 17,304 adults and 4390 children (1992)

The income from the beach in 2014 was the 6th largest ever.

Since 1980 9 years have had a greater number of paid admissions than 2014.

With the beach management controlling the hiring and scheduling of the kiosk supervisors in 2014 a savings of \$9279 was realized compared to 2013.

Joe Clifford and George Steffen have been the beach managers for all 35 years of city operation.

SUGESSTIONS FOR 2015

Turn off the printing of refund slips and just use receipts to determine the refund amounts. (This would reduce the beach patrons' confusion.)

Keep the prices, ages, and admission times the same. (Staying open an hour longer would increase the payroll by 12.5% also increase the cost of the lifeguards. Beach patrons will wait an hour to get in free.)

- Have the weeds taken care of in a more timely manner.
- Fix or replace the men's washroom sliding door.
- Have Gage paint the piers at the beginning of the season.

*Refund on
Some piece
of paper.*

?

*New bigger
Lockers*

George Steffen 9/18/2014

SECRETARY'S MINUTES

NAME -----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----October 9, 2014
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.

Meeting called to order by Pres. Brellenthin at 4:00 P.M.

Members present:

X Burlly Brellenthin
X Tony Saia
X Ann Esarco
X Mike Kocourek
X Mayor Connors
X Ald. Jeff Wall

X Director Daniel Winkler

Minutes of previous meeting.

Motion by Commissioner Wall to approve the minutes as presented, 2nd by Commissioner Saia.
Passed 6-0.

Communications:

None.

Water & Sewer Agenda Items:

1. Water and Wastewater Capital Improvement Program.

Rate increase work will be taking place soon. It was dicussed to review the capital improvements project at the same time.

Motion was made by Commissioner Saia to continue the water and wastewater capital improvements program. The motion was seconded by Commissioner Wall and passed 6-0.

2. Inspection of Dodge, Host, and Center Street Towers – Proposal G.A.I. Consultants.

Director Winkler reported GAI provided assistance with inspection and cathodic protection proposals. Dixon Proposal – Elevated water storage tanks must be drained for water

inspection. Corrpro Proposal – Cathodic protection system. Does not include draining towers.

Motion made by Commissioner Saia to approve Dixon (not to exceed \$8,000) and to approve Corrpro (not to exceed \$6,400). The motion was seconded by Commissioner Wall and passed 6-0.

Director’s Report:

1. Ruekert-Mielke Proposal for Water Rate Study

Water loss in twenties, allowed approximately 15; not expected to be greater than 15 for a utility of our size with approximately 4,200 customers.

Motion by Commissioner Esarco to accept the proposal of Ruekert-Mielke at an approximate cost of \$28,000, pending Director Winkler’s verification of fees by other utilities to determine if the services cost is reasonable, as well as a legal review of the Ruekert-Mielke contract. See email dated 10/9. The motion was seconded by Commissioner Saia and passed 5-1 with Commissioner Wall voting nay.

2. Financials & Investments Update.

Water

EOM Cash \$ 1,058,000
Project Commitments \$ 34,000
Upcoming Projects \$ TBD

Sewer

EOM Cash \$ 2,564,000
Project Commitments \$ 22,000
Upcoming Projects \$ 200,000

Motion by Mayor Connors to approve the financials as presented. The motion was seconded by Commissioner Kocourek and passed 6-0.

Review and Payment of Bills:

Motion by Commissioner Saia to approve the bills as presented, 2nd by Commissioner Wall. The motion passed 6-0.

Next Meeting:

Next meeting set for Nov. 6 or 13 TBD. Staff will poll the Commissioners.

Adjourn:

It was moved by Commissioner Kocourek to adjourn, and seconded by Commissioner Saia. The motion passed 6-0 and the meeting was adjourned at 5:07 P.M>



Secretary

DSW 10/13/14

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission
MINUTES-----Regular Meeting
PLACE-----Lake Geneva Utility Commission
DATE-----November 6, 2014
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 4:01 P.M.

Members present: Pres. Brellenthin, Tony Saia, Ann Esarco, Mike Kocourek, Mayor Connors Ald. Rich Hedlund and Ald. Jeff Wall.

Motion by Saia to approve the minutes of the previous meeting as presented, 2nd by Mayor Connors. Passed 7-0.

Communications:

None

Water & Sewer Agenda Items:

1. Election of Officers
Saia nominated Brellenthin as President, 2nd by Ald. Wall. Saia nominated Esarco as Secretary, 2nd by Ald. Wall. Motion to close nominations by Saia, 2nd Ald. Hedlund. Passed 7-0. Motion by Saia to approve both nominations, 2nd by Ald. Wall. Passed 7-0.
2. Water Rate Case-Pat Romanesko
Motion to approve Romanesko for water rate case at a price not to exceed \$4,800, 2nd by Ald. Wall. Passed 7-0.
3. Seepage Cells Septage Receiving Station-Pavement Replacement Proposals
Motion to approve Stahulak at cost not to exceed \$6,200, 2nd by Ald. Wall. Passed 7-0.
4. Water/Wastewater 2015-2019 CIP
Tabled until December meeting.

Director's Report:

1. Financials Update

<u>Water</u>		<u>Sewer</u>	
EOM Cash Position	\$ 938,000	EOM Cash Position	\$2,415,000
Project Commitments	\$ 19,000	Project Commitments	\$ 22,000
Upcoming Projects	\$ TBD	Upcoming Projects	\$ 200,000

Motion by Mayor Connors to approve the financials as presented, 2nd Saia. Passed 7-0.

Review and Payment of Bills:

Motion by Ald. Wall to approve the bills as presented, 2nd by Mayor Connors. Passed 7-0.

Next meeting is scheduled for December 18, 2014 at 4:00 P.M.

Adjourn:

Motion by Kocourek to adjourn the meeting, 2nd Hedlund. Passed 7-0.

Meeting adjourned at 4:45 P.M.



Secretary

CLB 11/07/14

TREE BOARD MEETING
WEDNESDAY, OCTOBER 15, 2014 – 6:00 PM
CONFERENCE ROOM 2C, CITY HALL

Candy Kirchberg called the meeting to order at 6:00 p.m.

Roll Call. Present: Bob Flemming, Dan Andresen, Candy Kirchberg, Jon Foster (Quorum was not met)

Approval of Minutes

Dan Andresen/Bob Flemming motion to approve the Tree Board Meeting minutes of September 17, 2014, as prepared and distributed.

Comments from the Public

There were no comments from the public.

Park Board Report

There was no Park Board Report.

Arborist Report

Jon Foster presented 49 trees to be planted throughout the city, replacing trees that were diseased or had died.

New Business

- a. No vote on Arbor Day Tree dedication

Old Business

- a. Not discussed due to absence of George Troupis

Next Meeting

Next Meeting date set for February 18, 2015.

Adjournment

Meeting adjourned at 7:05pm.

/s/ Candy Kirchberg

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
THURSDAY SEPTEMBER 4, 2014 AT 6:00 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 6:03 p.m. by President Pienkos.

2. Pledge of Allegiance

The pledge was led by Commissioner Thomas Hartz

3. Roll call

Commissioners Hartz, Gramm and Pienkos were present.

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 August 7, 2014.

Hartz motioned to approve the minutes from August 7, 2014, Gramm seconded. Motion carried 3-0. Commissioner Hartz asked a question about Demerit Update being on the Agenda. There is no update at this time but it will be added to next month's agenda.

7. Police Department Business

a. Approval of bills for the Month of August 2014. Operating in the amount of \$188,059.36, for a total of \$188,059.36.

Gramm motioned to approve the bills for the month of August 2014, Hartz seconded. Roll call vote: Hartz – Y, Gramm – Y, Pienkos – Y. Motion carried 3-0.

Commissioner Pienkos asked how the Department stood with the 2014 Budget. Chief Rasmussen stated that some of the accounts were over budget and some were under budget but overall the 2014 budget was on track.

b. Budget Update.

Chief Rasmussen received the timeline dates and stated the budget is due at the end of September. A Special budget workshop was set for Thursday, September 25, 2014 at 5:00 p.m to 7:00 p.m. in the Police Department training room. Capital money has been released for the three year projects and the department will be moving forward on that. On October 2, 2014, the budget will be presented to the Finance Committee at 10:00 a.m. for the Fire Department and 10:30 a.m. for the Police Department so any support is welcome.

c. Modification to Squad 211.

Chief Rasmussen stated they added a cover to Squad 211 and they are asking to add step rails so it was easier to get in and out of the pickup truck. Commissioner Hartz asked if the money was already in the budget and it is in the 2014 budget. The Commission approved adding the step rails without opposition.

d. Leave of Absence request from Reserve Officer Stefanie Buchberger.

Hartz motioned to accept Reserve Officer Stefanie Buchberger's leave of absence; Gramm seconded. Roll call vote: Hartz– Y, Gramm – Y, Pienkos – Y. Motion carried 3-0.

e. Monthly Activity report for 2014:

2014 Dispatch activity for August: Telephone calls– 4,147	911 Calls– 291	Window assists– 1,018
2013 Dispatch activity for August: Telephone calls– 4,826	911 Calls– 278	Window assists– 1,265
2014 Patrol activity for August: Calls for service- 2,069	Arrests- 160	
2013 Patrol activity for August: Calls for service- 1,851	Arrests- 138	

The arrests for 2014 was actually 192 as the information was all entered into the computer when the print out was done. Pienkos commented that no months are changing drastically from year to year according to the reports. Chief Rasmussen said it was a fairly quiet summer with a lot of people but no major problems. The department has a new approach to the public as being friendlier, more positive ambassadors to the public. Pienkos commented that the Commission appreciates the Department’s efforts.

f. Items to be forwarded to City Council.
Monthly activity Reports

8. Fire Department Business

a. Approval of bills for the Month of August 2014. Operating in the amount of \$58,343.91, for a total of \$58,343.91.

Gramm motioned to approved the bills for August 2014, Hartz seconded. Roll call vote: Hartz– Y, Gramm – Y, Pienkos – Y. Motion carried 3-0. Pienkos asked how the Fire Department was doing as far as the 2014 budget was concerned. Chief Connelly stated the operating budget is at about 65%. Equipment and building expenses have been tough but Chief Connelly believes the budget is on track. The Fire Department is expected to get some building reimbursement for repairs.

b. Review and approval of the following Policies/Guidelines-Disposal of Obsolete Equipment or Supplies, School Bus Incident Policy, Cash Handling Policy, Active Shooter Guideline.

Policy 100.15 Disposal of Obsolete Equipment or Supplies

Gramm motioned to approve the policy; Hartz seconded. Roll call vote: Hartz– Y, Gramm – Y, Pienkos – Y. Motion carried 3-0. Hartz added that the policy created good protection for the department.

Policy 100.14 School Bus Incident Policy

Captain Peters explained the policy and said he had worked with all agencies to put this together. This policy will reduce the number of uninjured children being transported to the hospital, reduce the EMS scene time and to identify the children as soon as possible. Gramm thanked Captain Peters for taking the time to meet with everyone to set up this policy. Gramm motioned to approve the policy; Hartz seconded. Roll call vote: Hartz– Y, Gramm – Y, Pienkos – Y. Motion carried 3-0.

Policy 100.16 Handling Cash Payments

Chief Connelly went over the policy with the Commission members. Hartz motioned to approve the policy with added wording to include “but are not limited to” in the Policy statement and “authorized” city personnel in paragraph #4; Gramm seconded. Roll call vote: Hartz– Y, Gramm – Y, Pienkos – Y. Motion carried 3-0.

Discussion was made regarding some wording of the policy and clarification of where the money was receipted. Gramm clarified that any money receipted is normally returned to the general fund. Pienkos stated that the policy discussed mostly permits and wondered if there were any other cash handling terms such as disposal of fire department property. It was decided that the first policy covered the sale of property.

Policy 100.12 Active Shooter Response

Captain Peters discussed the policy and said this is a joint policy to work hand in hand with the police department and is to insert fire service into the warm zone when secured by the police department during an active shooter event and to provide medical treatment as soon as possible. Hartz motioned to approve the policy with corrections; Gramm seconded. Hartz motioned to approve the policy with corrections; Gramm seconded. Motion carried 3-0.

Discussion was made about the current policy and the purpose of the new policy.

c. Geneva Township Meeting/Response Numbers/Costs.

Meeting was held on August 7, 2014 and it was a good meeting and Chief Connelly was satisfied with the interaction. Pienkos stated the contract is a two year contract and asked how the costs compared with last year. Chief Connelly stated that costs are comparable with last year. Pienkos stated it was good to meet every six months regarding contract.

d. Auditors Comments on EMS Billing Update.

There were big discrepancies between the billing. Chief Connelly sat down with his EMS Captain and EMS Lieutenant and they went through the discrepancies and statistics between the billing and auditors. The Fire Department has set up some training and Fire Department will go over some bill expectations with regard to the contract. Reports were not reviewed by EMS properly. There will be billing changes at the beginning of the year as well. The Commission was asked to review the documentation and if they had any questions, they should contact Chief Connelly.

e. Fire Protection Ordinance Update.

No update from the state yet. Chief Connelly believes this decision will happen after the election.

f. Capital Projects Update.

Received capital funds and the Fire Department is looking at using those funds.

g. Brunk Industries Donation.

Brunk Industries donated \$5000.00 to the Fire Department. Hartz motioned to accept the donation; Gramm seconded. Motion carried 3-0. Chief Connelly hasn't decided exactly what to purchase with the donation.

h. Swearing in Ceremony.

The Swearing Ceremony is scheduled for September 25, 2014 at 7:00 p.m. in the City Hall Chambers.

i. Monthly Fire Department Activity Report.

No Action Taken.

j. Monthly Paratech Report.

No Action Taken.

k. Monthly EMS Medical Billing and Stark Reports.

No Action Taken. Hartz likes the new statements. Pienkos noted that a six year bill just got paid. Hartz advised it was a tax intercept so it was possible it could have taken this long to pay the bill.

l. Thank you cards/letters-Thank you letter to Ford of Lake Geneva. Thank you letter to Brunk Industries, Thank you letter from Fontana Fire for assistance at 4th of July Fireworks.

Chief Connelly stated he sent two thank you notes: One to Ford of Lake Geneva for their help serving vehicles and to Brunk Industries for their generous donation.

m. Items to be forwarded to City Council.
Monthly activity report,
Brunk Industries donation.

12. Agenda items for the next regular meeting.
Auditor's comments on EMS billing
Update Fire Protection Ordinance
EMS steering committee.
Update demerit System

13. Adjourn
Next meeting will be October 9, 2014 at 7:00 p.m.
Gramm motioned to adjourn the meeting; Hartz seconded. Motion carried 3-0 at 7:20 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
SPECIAL BUDGET MEETING MINUTES
THURSDAY, SEPTEMBER 25, 2014, AT 5:00 P.M.**

This meeting was held in the Police Department Training Room, 2nd floor, Lake Geneva Police Department, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call meeting to order

Meeting was called to order by Vice President Hartz at 5:05 p.m. Commissioners Bittner, Hartz, and Gramm were present. Commissioner Pienkos arrived at approximately 5:15 p.m.

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

3. Presentation of Fire Department Budget

Chief Connelly gave his initial review of each line item in his budget and gave a brief description of each. There is a proposed decrease in anticipated Revenue Budget of \$4,700.00 from 2014 with the biggest decrease in account #11-22-00-4625 account Plan Review/Sprinkler Systems of \$13,000 due to Act 270. The increase in the operating budget for 2016 is \$2,044.00 with a total overall increase of \$5,044.00 due to the increase in fire hydrant rental. Much discussion was made about the Revenue and Expense reporting of Act 102 as it shows up on the accounting budget. Commissioner Bittner felt the numbers didn't look right. Alderman Lyon said he would ask the Comptroller to explain how it is set up in the budget so that the Police and Fire Commission have a better understanding on the procedure of Act 102 with regard to Revenue Account 11-21-00-4340 and Expenses Account 11-22-00-5830.

Gramm motioned to approve the 2015 Fire Department Budget with a revenue budget in the amount of \$343,300.00 and the expense budget in the amount of \$997,186.00. Bittner seconded. Roll call vote: Bittner, Hartz, Gramm and Pienkos voted yes. Motion carried 4-0.

4. Presentation of Police Department Budget

Chief Rasmussen advised Lieutenant Gritzner would present but Chief Rasmussen was present for questions and answers. Lieutenant Gritzner gave his initial review of each line item in his budget and gave a brief description of each. Account 11-21-00-53136 Retirement Fund expense went down due to Act 10. Lexipol fees and Phoenix Support fees also went up for 2015. Discussion was made regarding the cost of a dispatcher salary and a reserve officer salary paid out of the Meter Department and the Lakefront Department.

Lieutenant Gritzner also handed out requested projects for 2015 that were not added into the budget. The first one was for a Garage Floor Resurface Project which includes repair and epoxy coating for the main thoroughfare in the garage. Per Chief Rasmussen, this is a building repair that the City will be responsible for paying. Three quotes have been received. The second project is a capital project entitled Pro-Phoenix Citizen Services Module. The module is in addition to the current Pro-Phoenix system and is beneficial to the citizens of Lake Geneva. The cost of this project is \$3,650.00. The purchase of new squad cars was also approved.

Pienkos motioned to approve the 2015 Police Department Budget with a revenue budget in the amount of \$144,279.00 and the expense budget in the amount of \$2,672,777.00. Bittner seconded. Roll call vote: Bittner, Hartz, Gramm and Pienkos voted yes. Motion carried 4-0.

Pienkos motioned to approve the 2015 Capital Improvement Budget to purchase three new squad cars in the amount of \$90,000.00 and the authorization of the Pro-Phoenix Citizen Services Module in the amount of \$3,650.00 for a total of \$93,650.00. Bittner seconded. Roll call vote: Bittner, Hartz, Gramm and Pienkos voted yes. Motion carried 4-0.

5. Adjourn

Bittner motioned to adjourn, Gramm seconded. Meeting adjourned at approximately 6:56 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 OCTOBER 9, 2014 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 Mark Pienkos.

2. Pledge of Allegiance

The pledge was led by the Lake Geneva Fire Department.

3. Roll call

Commissioners Hartz, Bittner and Pienkos were present. Commissioner Gramm was absent.

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 September 4, 2014.

Hartz motioned to approve the minutes from September 4, 2014, Pienkos seconded. Motion carried 3-0.

Approval of special budget meeting minutes from September 25, 2014.

Bittner motioned to approve the minutes from September 25, 2014, Pienkos seconded; Motion carried 3-0.

7. Police Department Business

a. Approval of bills for the Month of September 2014, operating in the amount of \$194,274.39, capital in the amount of \$24,555.30 for a total of \$218,829.69.

Hartz motioned to approve the bills for the month of August 2014, Bittner seconded. Roll call vote: Bittner - Y, Hartz - Y, Pienkos - Y. Motion carried 3-0.

Hartz asked about three specific revenue accounts. 11-21-00-4352 Law Enforcement Training Aids Reimbursement didn't show any reimbursement yet. Chief Rasmussen explained that the reimbursement has been received and the money may have been added to a different account. The Seizure Account 11-21-00-4620 was significantly lower than budgeted. Chief Rasmussen explained that the seizure procedure at the District Attorney's Office has changed and not as many items are being seized. Account #11-21-00-4737 Softvest Donations/Grants has not been used because the grant money was just approved. Finally the expense account Data Processing 11-21-5305 is overbudget because the Capital Computer account was just approved and some computer items needed to be replaced as soon as possible.

b. Budget Update.

Budget Workshop for the Finance Committee is scheduled for Tuesday October 14, 2014 at 6:00 p.m. if any commission members are able to attend.

c. Wisconsin Act 200.

Wisconsin Act 200 is a new state law that allows firefighters and police officers to administer Narcan when someone overdoses on Heroin. The Police Department would like to equip every squad with this medication. In order for the Police Department to move forward, a Memorandum of Understanding (MOU) with the Fire Department is needed to provide training and to provide Narcan for the vehicles. Chief Rasmussen asked for approval from the Police and Fire Commission to prepare this MOU. Hartz

and Bittner expressed concern for officer immunity regarding the administration of the drug. Chief Rasmussen stated if the Police Department has an MOU with the fire department that will protect the Police Department. Captain Peters from the Lake Geneva Fire Department stated that the Fire Department will develop a training standard and train the police department how to use this medicine. Hartz motioned to approve implementation of 2013 Wisconsin Act 200; Bittner seconded. Roll Call Vote: Bittner - Y, Hartz – Y, Pienkos – Y. Motion carried 3-0. Chief stated that further information or protocol will be provided at the next meeting.

d. Police Department Establishment Date/Presentation by Lieutenant Gritzner.

Lieutenant Gritzner gave a brief description about the history of the City of Lake Geneva Police Department. Currently there is no founded or established date for the police department and in an effort to preserve our own history research was done by Chris Brooks, a retired teacher and local historian, Karen Schinke and Lieutenant Gritzner's niece, a student at Badger High School. In the winter of 1844 the Town of Geneva, which included what is now known as the city, was granted a charter incorporating it as a Village. Prior to that incorporation the Town of Geneva consisted of all the current local townships. The village became a city in 1886 but the first known lawmen were working in 1839. The Police Department is recommending the founded date as winter of 1844 when the City was incorporated as a village. Pienkos motioned to establish the Police Department date as starting the winter of 1844. Bittner seconded. Motion approved 3-0.

e. Towing Company Policy.

Pienkos asked that this towing policy be placed on the agenda due to a public article he read stating that we never went out for a contract bid regarding towing. Chief Rasmussen stated the Police Department has an open tow policy because that provides the best, quickest and easiest service for all parties involved. Former Chief Meinel talked briefly about the Towing Company Policy. At the time City Attorney Rielly suggested an open tow policy versus an exclusive contract because one towing company was not able to meet all the needs of the Police Department 24 hours a day. The Commission agreed at that time to the open tow policy. Then, City Attorney Rielly also determined that the fees charged by each towing company are not a police department function. Hartz asked if a contract would be feasible at this time. Chief Rasmussen didn't feel any company could meet all the needs of a specific contract.

f. Demerit System Update.

Chief Rasmussen is still waiting for a response from City Attorney Draper.

g. Fat Tire Donation

Fat Tire Ride donated \$250.00 to the Police Department for the department's help during an event held in the city. Hartz motioned to accept the donation; Bittner seconded. Motion carried 3-0.

h. Police and Fire Commission Training Opportunity October 24, 2014 in Wisconsin Dells.

Chief Rasmussen explained there is money in the budget for anyone who would like to attend the Police and Fire Commission Workshop on October 24, 2014.

d. Resignation request from Reserve Officer Jordan Hooper.

Bittner motioned to accept Reserve Officer Jordan Hooper's resignation; Hartz seconded. Motion carried 3-0. Resignation Accepted with regret.

j. Monthly Activity report for 2014:

2014	Dispatch activity for September: Telephone calls– 3,117	911 Calls– 229	Window assists–706
2013	Dispatch activity for September: Telephone calls– 3,951	911 Calls– 204	Window assists– 811

2014	Patrol activity for September: Calls for service- 1450	Arrests- 92
2013	Patrol activity for September: Calls for service- 1,510	Arrests- 105

k. Items to be forwarded to City Council.
Monthly activity Reports
Lake Geneva Police Department Establishment Date.

8. Fire Department Business

a. Approval of bills for the Month of September 2014. Operating in the amount of \$23,544.49, Fire Hydrant Rental of \$57,173.00, for a total of \$80,717.40.

Hartz motioned to approved the bills for August 2014, Hartz seconded. Roll call vote: Bittner– Y, Hartz – Y, Pienkos – Y. Motion carried 3-0.

b. Budget 2015

Chief Connelly talked with Comptroller Pollitt about the discussions from the Police and Fire Commission meeting on September 25, 2014 regarding Act 102, Fire Department Donations and CPR classes to show revenues and expenditures and the revisions were done.

c. Capital Projects Update.

Fire Hose replacement \$5,000 to spend this year, Roof replacement \$90,000 (to be done in the spring or summer 2015), Computer upgrade \$7,000 and Repair of Rear Approach \$5,000 (to be done spring 2015).

d. EMS Medical Billing Update, Meeting with EMS Medical Rep.

There will be a mandatory training next month regarding electronic billing. Lieutenant Detkowski explained that the billing processing will now be a 3-tier system for better accuracy. Pienkos noted that the letter stated that the “minor” concerns have been addressed and he is satisfied that the problems have been rectified.

e. Donations-discussion/action if needed - Kwik Trip donation.

Pienkos discussed the procedure of donations and Assistant Heindl stated the funds are placed into designated funds donations for the fire department and are not used for any personal gains. The Fire Department has accepted many donations over the years and they come before the Police and Fire Commission to accept them. The donations play an important role in helping the community. Hartz noted this is a donation to the Department and not a specific individual. Hartz motioned to accept the donation from Kwik Trip; Bittner seconded. Roll call vote: Bittner– Y, Hartz – Y, Pienkos – Y. Motion carried 3-0.

f. Request for Disposal of Obsolete Equipment.

The Fire Department asked for approval to dispose of outdated hose. Assistant Chief Heindl noted that the hose will be cut up and thrown away. The fittings will be removed and disposed of at a later date. No action needed based on the current policy as no items are being liquidated at this time.

g. Accept donation (chairs) from Lake Geneva Public Library.

Bittner motioned to accept the donation of chairs from the Lake Geneva Public Library; Hartz seconded. Motion carried 3-0.

h. EMS Steering Committee Update.

An initial packet was sent to the committee members and an organizational committee meeting will be October 22, 2014 at 1:00 p.m. at the Fire Department.

i. Fire Protection/Act 270 Update.

No further information; no action has been taken at the State level.

j. Select date in November for staffing interviews.

Staffing interviews for POP and POC positions were set for November 12, 2014 at 5:00 p.m. Anybody is welcome to attend.

k. Monthly EMS Medical Billing and Stark Report - No discussion/action

l. Monthly Activity Report. No discussion/action

m. Monthly Paratech Report. No discussion/action

n. Thank you cards/letters NONE. Pienkos thanked the Fire Department for having a very nice open house this past Saturday.

m. Items to be forwarded to City Council.
Monthly activity report,

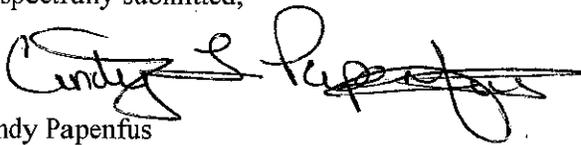
12. Agenda items for the next regular meeting.
Wisconsin Act 200 Protocol/Policy

13. Adjourn

Next meeting will be November 6, 2014 at 7:00 p.m.

Bittner motioned to adjourn the meeting; Hartz seconded. Motion carried 3-0 at 8:10 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cindy S. Papenfus". The signature is written in a cursive style with a large initial "C" and "P".

Cindy Papenfus
Administrative Assistant

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

**CITY OF LAKE GENEVA
SPECIAL JOINT MEETING OF CITY COUNCIL AND
PLANNING COMMISSIONERS**

MONDAY, OCTOBER 20, 2014 - 5:30 PM
COUNCIL CHAMBERS, CITY HALL

MINUTES

1. Joint meeting called to order by Mayor Connors at 5:35 PM.

2. Roll Call of members of City Council

Present: Elizabeth Chappell, Al Kupsik, Jeff Wall, Bob Kordus, Dennis Lyon, Richard Hedlund

Not Present: Ellyn Kehoe, Sarah Hill, Dan Winkler

Also Present: Mayor Jim Connors, Atty. Dan Draper, Administrator Jordan

3. Roll Call of members of Planning Commission

Present: Al Kupsik, Cindy Flower, John Gibbs, Doug Skates, Sara Adams, Inspector Ken Robers

Also Present: Planner Mike Slavney, Assistant Gregoles and as previously mentioned Atty. Dan Draper,
And Mayor Connors

4. Election of Joint Committee Chairperson

MOTION #1

Wall/Kupsik moved to nominate Mayor Connors for Joint Committee Chairperson.

Motion carried unanimously.

5. Comments from the public, limited to 5 minutes per person for any items on the agenda except for public hearing items. None

6. Acknowledgement of Correspondence submitted to the Council and Commission regarding the Comprehensive Plan Amendment. None

7. Consultant presents a summary of the Comprehensive Plan

Planner Slavney gave a brief presentation regarding the details of the request to amend the Comprehensive Plan as specified in Item #8 of this agenda. There were no questions about the process as explained when he completed his presentation.

8. Opening of the Public Hearing regarding Amendment to the Comprehensive Plan on two parcels of land from Single Family Residential-Urban to Multi-Family Residential. The affected parcels are located on the Southeast corner of Curtis Street and Skyline Drive under Tax Key Nos. ZYUP 00130C and ZMEA 00052.

DISCUSSION

Howard Basso gave a presentation to show the purpose and desire for making the above change.

Planner Slavney then also gave some description as to why it would be beneficial for this change to Multi-Family Residential. Attorney Draper clarified that the vote before them was only for the amendment to the Comprehensive Plan and not specific to the Basso project or any project. Planner Slavney clarified that there are

no limits to the amount of times that the Comprehensive Plan can be amended, however, his recommendation is to not do it more than once per year.

9. Public Testimony

PUBLIC SPEAKER #1 James Wilson / First Ward

Concerns regarding the wetlands expanding – will it continue to expand and be damaging for any future project?

10. Closing of the Public Hearing

MOTION #2

Kupsik/Lyon moved to close the public hearing. Motion carried unanimously.

11. Adjourn City Council Members Only

MOTION #3

Kordus/Wall move to adjourn the meeting at 6:01 pm. The motion carried unanimously.

12. Discussion/Recommendation from Planning Commission regarding Amendment to the Comprehensive Plan on two parcels of land from Single Family Residential-Urban to Multi-Family Residential. The affected parcels are located on the Southeast corner of Curtis Street and Skyline Drive under Tax Key Nos. ZYUP 00130C and ZMEA 00052.

DISCUSSION

Planner Slavney discussed with the commissioners the concerns regarding the wetlands expanding, as expressed by Mr. Wilson. Slavney does not believe the wetlands are continuing to expand. Planner Slavney reminded the commissioners that this recommendation has nothing to do with a specific project.

MOTION #4

Kupsik/Gibbs move to approve the amendment to the Comprehensive Plan on two parcels of land from Single Family Residential-Urban to Multi-Family Residential. The affected parcels are located on the Southeast corner of Curtis Street and Skyline Drive under Tax Key No. ZYUP00130C and ZMEA00052.

Roll Call Vote:

Yes: Al Kupsik, Cindy Flower, John Gibbs, Doug Skates, Sara Adams, Mayor Connors

No:

The motion carried 6/0.

13. Adjournment of Plan Commissioners from Joint Meeting

MOTION #4

Skates /Gibbs move to adjourn the meeting at 6:09 pm. The motion carried unanimously.

**CITY OF LAKE GENEVA
PLAN COMMISSION MEETING**

MONDAY, OCTOBER 20, 2014 - 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, Cindy Flower, John Gibbs, Doug Skates, Sara Adams, Inspector Ken Robers
Also Present: Planner Mike Slavney, Atty. Dan Draper, Mayor Connors, Assistant Gregoles

3. Approve Minutes of September 15, 2014 Plan Commission meeting as distributed.

MOTION #1

Kupsik/Flower moved to approve the Minutes of 9/15/14 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. None

6. Review and Recommendation on an Application for Land Division Review for a Certified Survey Map submitted by Richard W Torhorst, P.O. Box 1300, Lake Geneva, WI 53147 for Liquid Capital, LLC, 951-7 S Lake Shore Drive, Lake Geneva, WI 53147 to split a current parcel into three parcels. Current Tax Key Nos. ZYUP 00149D1.

DISCUSSION

Richard Torhorst addressed the commissioners with a brief overview of the above application. It was noted by the Mayor that a corrected copy of the CSM was handed out that noted the Storm Water detention easement to benefit lots 1, 2, & 3. (A copy will be included in the final minutes of this meeting.)

MOTION #2

Kupsik/Skates moved to approve recommendation on an Application for Land Division Review for a Certified Survey Map submitted by Richard W Torhorst, P.O. Box 1300, Lake Geneva, WI 53147 for Liquid Capital, LLC, 951-7 S Lake Shore Drive, Lake Geneva, WI 53147 to split a current parcel into three parcels. Current Tax Key Nos. ZYUP 00149D1, including corrected notes regarding the storm water detention easement to benefit lots 1, 2, & 3. Motion carried unanimously.

7. Public Hearing and recommendation to modifying Section 98-913, Exterior Colors within the Downtown Design Overlay Zoning District and setting a public hearing.

DISCUSSION

Brief discussion by Planner Slavney and the commissioners regarding the recommended modifications for the Section 98-913 stated above, specifically related to the Downtown Design Overlay Zoning District.

PUBLIC SPEAKER #1 Peter Jergens / 133 Darwin Street, Lake Geneva (Local Builder)
Mr. Jergens addressed the commission regarding the details of the modifications, voicing his concerns with the 5% factor, stating that it may not be adequate for businesses in the Downtown Design area.

PUBLIC SPEAKER #2 Thomas George / Business Owner
Mr. George asked the commission if this change will be retroactive, to bring properties up to standard, for replacement, repaint, renew etc. He also stated his concerns that as a small business owner, there are times that he cannot be in full control of some items materials/sheens etc., which makes it difficult to compete with the multi-billion dollar establishments. He has concern for any small business being relegated to only a certain color base available.

MOTION #3
Kupsik/Flower moved to close the public hearing. Motion carried unanimously.

DISCUSSION
Planner Slavney responded to the concerns voiced by the citizens during the Public Hearing. He again gave a brief overview of what this change would include and stated that this will not be retroactive and any change would need to come in front of the Plan Commission for approval. He elaborated on the color wheel choices and that previously it was 75% and now will be expanded to 85% color choices available. Planner Slavney and the commissioners also discussed the reasoning behind choosing 5% as the cut off.

MOTION #4
Kupsik/Flower moved to approve the recommendation to modify Section 98-913, Exterior Colors within the Downtown Design Overlay Zoning District. The motion carried unanimously.

8. Adjournment

MOTION #5
Skates/Flower move to adjourn the meeting at 7:08 pm. The motion carried unanimously.

**CITY OF LAKE GENEVA
PLAN COMMISSION MEETING**

MONDAY, NOVEMBER 17, 2014 - 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, Cindy Flower, Doug Skates, Sara Adams, Inspector Ken Robers
Also Present: Planner Mike Slavney, Atty. Dan Draper, Mayor Connors, Assistant Gregoles
Not Present: John Gibbs

3. Approve Minutes of October 20, 2014 Plan Commission meeting as distributed.

MOTION #1

Skates/Flower moved to approve the Minutes of 10/20/14 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. None

6. Downtown Design Review.

- A. Application by BMHO Properties, LLC for a change in awning, door, and light shade color from the previous approved colors to red, at Brick and Mortar Home and Outdoor located at 222 Center Street, Tax Key No. ZA276000002.**

MOTION #2

Kupsik/Mayor Connors moved to approve the application by BMHO Properties, LLC for a change in awning, door, and light shade color from the previous approved colors to red, at Brick and Mortar Home and Outdoor located at 222 Center Street, Tax Key No. ZA276000002. The motion carried unanimously.

- B. Application by Chris Cronin, JNB Signs, 1221 Venture Drive, Suite 1, Janesville, WI 53545 for a replacement sign at Starbucks located at 685 Main Street, Tax Key No. ZOP 00285.**

MOTION #3

Kupsik/Skates moved to approve the application by Chris Cronin, JNB Signs, 1221 Venture Drive, Suite 1, Janesville, WI 53545 for a replacement sign at Starbucks located at 685 Main Street, Tax Key No. ZOP 00285. The motion carried unanimously.

7. Discussion and recommendation to modifying Section 98-707, Exterior Lighting Standards and setting a public hearing.

DISCUSSION

Planner Mike Slavney gave a brief overview of what the recommendation would consist of, elaborating on the information given in the packet. The commissioners and Slavney discussed how existing non-conforming lighting would be handled, changing the current Electrical permit to include the new recommendations, etc.

MOTION #4

Skates/Flower moved to set the public hearing for December 15, 2014.

The motion carried unanimously.

8. Adjournment

MOTION #5

Skates/Flower moved to adjourn the meeting at 6:50 pm. The motion carried unanimously.



Board of Park Commissioners

Doug Skates - President

Alderman Al Kupsik
Brian Olsen
John Swanson

Lynn Hassler
Peggy Schneider
Mayor Jim Connors

Barb Hartigan
Dave Quickel

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 OCTOBER 1, 2014 MEETING

City Hall 2nd Floor Room 2A

Call to Order:

The Board of Park Commissioners meeting was called to order by President Skates at 6:03 PM. Secretary Winkler read the roll.

Roll Call:

President Doug Skates , Lynn Hassler , Barb Hartigan , Peggy Schneider ,
Dave Quickel , John Swanson , Ald. Al Kupsik Absent, Brian Olsen ,
Mayor Jim Connors . (7 Total).

Staff & Aldermen Present:

DPW Daniel Winkler , Mr. Mike Slavney, Ms. Mary Robb, Assistant DPW Tom Earle,
Administrator Dennis Jordan .

Public Present:

Mr. Chris Schultz, Mr. Bill Mott, and Mr. Mike Coolidge.

Approve the Minutes of the Prior Meeting:

It was moved by Commissioner Swanson to approve the minutes of the September 3, 2014 meeting, and seconded by Commissioner Hartigan. The motion passed 7-0.

Public Input:

None.

Permits & Park Donations:

None.

Park Assignments/Repair Update/Maintenance:

Veterans Park-The concession building column shoes require repairs as does the City sign at Big Foot State Park.

NEW BUSINESS

Veterans Park Field Use, Mr. Mike Coolidge.

Mr. Coolidge provided the annual YMCA programming update. There were 150 in fall soccer, they have been investigating disc golf for leagues and classes, have tournament requests for 2015, and asked about charging for a City fee for tournaments. There was much discussion on charging or not and how much, but no resolution other than a deposit to cover the entire City's costs for care and clean up during the event.

OLD BUSINESS

Park Use and Open Space Plan Details/Discussion-Survey/Open House Discussion-Mary Robb, Van deWalle (Taken out of order on a motion by Mayor Connors and second by President Skates, 7-0)

Ms. Robb presented the plan in advance of the upcoming open house. The proposal to place play equipment on the west end of Library Park was unanimously struck from the plan. Concepts which the Commission thought warranted additional possibility included the splash pad, urban gym, enhancing the bike trail system, and eliminating pocket parks. The presentation also included a calculation of park impact fees going forward.

Trostel's Tot Lot Discussion-Andy Dammeir/Trostel

There was continued discussion of developing a small play area on the triangle by Conant Street & Madison Street. The consensus was that it was too small to develop. Administrator Jordan was to have a conversation with Mr. Dammeir to express their gratitude for the offer, but to indicate the space was too small.

Future Meeting Agenda Items-November

- Maybe arrange ask Mr. Matt Daniels of Big Foot State Park to attend so he can meet the Commission.
- Park or open space naming of the plaza in front of the Riviera in Mr. Driehaus name.

Adjourn:

It was moved by Mayor Connors and seconded by Commissioner Swanson to adjourn. The motion passed 7-0 and the meeting was adjourned at 7:50 PM.

Set Next Meeting Date:

The next regular meeting is scheduled for November 5, 2014.

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
Brian Olsen
John Swanson

Lynn Hassler
Peggy Schneider
Mayor Jim Connors

Barb Hartigan
Dave Quickel

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

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MINUTES OF THE 6:00 PM NOVEMBER 5, 2014 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 ___X___, Barb Hartigan ___X___, Peggy Schneider ___X___, Dave Quickel ___ ___, John Swanson ___X___, Ald. Al Kupsik ___X___, Brian Olsen ___absent___, Mayor Jim Connors ___X___ (___8___ Total).

Staff & Aldermen Present:

DPW Daniel Winkler ___X___,

Public Present:

Mr. Chris Schultz, Regional News

Approve the Minutes of the Prior Meeting:

It was moved by Mayor Connors to approve the minutes of the October 1, 2014 meeting, and seconded by Commissioner Hartigan. The motion passed 8-0.

Public Input:

None.

Permits & Park Donations:

APPLICANT: Mark Felix DATE: September 19, 2015, 1-6 PM LOCATION: Library Park
USE: Wedding with Tent.

It was moved by Mayor Connors to tentatively reserve the date while awaiting more information. The motion was seconded by Commissioner Quickel. DPW Winkler pointed out that the Alzheimer's Walk was that same weekend this year. The motion passed 8-0.

APPLICANT: Mark Felix DATE: September 26, 2015, 1-6 PM LOCATION:
Flat Iron Park USE: Wedding with Tent.

It was moved by Mayor Connors to tentatively reserve the date while awaiting more information. The motion was seconded by Commissioner Quickel. DPW Winkler pointed out that the Hope Walk in Library Park was that same weekend this year. The motion passed 8-0.

Park Assignments/Repair Update/Maintenance:

Commissioner Schneider inquired about a tot swing and President Skates mentioned he had spoken with Street Department staff regarding a plumbing problem at Veterans Park. DPW Winkler said he would follow up. *(Note: The matter was followed up and it appears to be drinking fountains and Street Department is addressing it).*

NEW BUSINESS

Riviera Plaza, Naming Discussion.

After a brief discussion of whether or not the front of the Riviera is a park, it was moved by Alderman Kupsik and seconded by Commissioner Hartigan that the Park Commission has no objection to naming the front of the Riviera Driehaus Plaza. President Skates said it was fitting for Mr. Driehaus generosity to the City. The motion passed 8-0.

Cobb Park Restroom Remodel Discussion

President Skates noted that he was surprised the project was funded. DPW Winkler provided the plans and detailed out the project. By consensus, the bidding is to proceed. DPW Winkler was asked to provide the park improvements list in the City's CIP to the Commission.

OLD BUSINESS

City Owned Land Tot Lot Discussion-Andy Dammeir/Trostel

Mayor Connors read the minutes regarding the Administrator to talk to Mr. Dammeir. No action was taken.

Park Use and Open Space Plan Details/Discussion-Survey/Open House Discussion-Final Changes.

President Skates and DPW Winkler explained the few changes from the past open house and urged the Commissioners to review the document, particularly Chapter VIII. Comments need to be forwarded to either Mr. Winkler or President Skates by the end of the month to be considered in the final draft for our December meeting.

Dog Park Discussion

Mayor Connors provided the balances in the park and park impact fee funds. The funds in either account were enough to pay for the fence. After some discussion, it was moved by Alderman Kupsik and seconded by Commissioner Hartigan to recommend to the Council to use the funds from either account to construct the dog park fence without the divider for large and small dogs. The discussion was to ask DPW Winkler to bid out the fencing for spring installation once passed by Council. The motion passed 8-0.

Future Meeting Agenda Items-December

None.

Adjourn:

It was moved by Commissioner Hartigan and seconded by Mayor Connors to adjourn. The motion passed 8-0 and the meeting was adjourned at 6:55 PM.

Set Next Meeting Date:

The next regular meeting is scheduled for December 3, 2014.

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 Historic Preservation Commission Meeting Minutes

October 9, 2014 6:30 P.M. Lake Geneva City Hall

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

Present: Ken Etten, Dee Fiske, Louise Rayppy, Patrick Quinn, and Jackie Getzen. Ellyn Kehoe and Mary Tanner were absent

Approval of the Minutes of Historic Preservation Commission Meeting of September, 2014.

Comments from the public: None

Reports from the Geneva Lake Area Museum and the Maple Park Homeowners Association:

There will be a Cemetery Walk on October 11th with docents discussing the lives of our historic predecessors. Tickets can be purchased through the Museum.

Update on the Geneva Lake Theatre Building: No Buyer has been found and the Friends of Geneva Theater still maintain the funds. The Theater is currently listed for sale for \$1.1 million dollars.

Discussion re: proposed 2015 City Budget for the Lake Geneva Historic Preservation

We will request the same amount (\$6500) as the previous year.

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.

Motion passed to approve the ordering of the signs and to use the current money in the budget as well as some from next years budget to pay for these signs.

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

Notice of the Alliance France de Milwaukee presentation on the Williams Le Baron Jenny Conference at the Railway Exchange Building in Milwaukee On Saturday October 11, 2014 and an update re: 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 is still working on this.

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 aise de Milwaukee Commissions.

Update re: potential projects and promotional ideas for the LGHPC, educational programs and updates on the website [www. historiclakegeneva.org](http://www.historiclakegeneva.org) including the updated Lake Geneva Walking Tour booklet. Patrick Quinn has begun work on editing and updating the previous Lake Geneva Walking Tour booklet and presented a marked-up copy for review. Dee Fiske volunteered to retype the edited version as a Word document and Patrick will continue to gather photos of the historic buildings listed.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Dee Fiske

OAK HILL CEMETERY COMMISSION MEETING MINUTES
WEDNESDAY, OCT. 8, 2014 – 4:00PM
CITY HALL ROOM 2A

Chairman Clarence Reed called meeting to order at 4:01pm

Roll Call: Present: Bob Kordus, Coryn Commare, Arleen Krohn, Teresa Klein, Clarence Reed. Also present Administrator Jordan, Comptroller Pollitt

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

No comments from the public.

Discussion on Cemetery Commission meeting minutes for 5/21, 6/25 and 7/16, 2014.

Motion by Kordus, second by Commare. Carried unanimously.

Discussion on software program for Oak Hill Cemetery.

Motion to keep bids open by Kordus, seconded by Klein. Carried 5-0

Discussion on purchasing a mini excavator.

Administrator Jordan stated that the current company, Down to Earth, may not always be available to dig graves in the future. A used mini-excavator would cost \$12,000 to \$15,000. Cemetery reserve and new borrowing could fund purchase. Administrator Jordan will report back any additional information as it becomes available.

Discussion on future Cemetery walks.

Kordus made a motion that only non-profit organizations be allowed to hold fundraising events in the Cemetery. Suggested 20% of gross proceeds be donated back to the Cemetery for these events. Krohn seconded motion. Carried 5-0

Discussion on the sale of the surplus equipment.

Items will be placed on Wisconsin Surplus action and sold to highest bidder. Motion made by Reed, second by Kordus to sell items. Carried 5-0

Discussion on 2015 Cemetery Budget.

Comptroller Pollitt reported on the migration of the Cemetery accounts into the City accounting system. As a result some accounts have been combined or split. Will bring finalized budget to be approved at next meeting.

Committee discussed items for next meeting to include finalized budget and software programs. Date set for Oct. 22, 2014 at 4:00pm.

Adjournment: Motion made by Kordus, seconded by Commare at 4:41pm.

/s/ Teresa Klein, Acting Deputy Clerk/Treasurer

These are not official minutes until approved by the Common Council.

City of Lake Geneva Parking Commission
October 15, 2014– 6:00pm
Conference Room 2A, City Hall
Minutes

1. **Meeting called to order at 6:07pm.**

2. **Roll Call**

Present: Chairman Krause, Flemming and Swangstu. Absent: Alderman Kordus. Absent (Non-Voting): Chamber of Commerce President Schaefer. Also Present: Parking Manager Mullally

3. **Approval of Minutes from September 3, 2014 meeting**

Krause requested under the “Present” line Schaefer’s name be removed and added to the “Also Present” line to reflect that he is a non-voting member.

Swangstu/Flemming motion to approve minutes as amended. Motion carried 3 to 0.

4. **Comments from the public limited to 5 minutes.** None.

5. **Acknowledgement of Correspondence.** None.

6. **Update on Smart Card Research**

Mullally briefly updated the Parking Committee on other municipal smart card programs. (She stated that she would revisit the update at the next meeting whereas the rest of the members would be present). Mullally stated that she met with the Parking Manager at the City of Appleton where they have continued to expand their Digital Luke II pay station system which currently takes smart cards. The process is as follows: Parking users buy smart cards in \$20-\$25 amounts at their City Hall to use around the City’s existing multi and single meter system. When paying, the user would use the smart card in place of a credit card. The machine then prints a receipt of payment showing the remaining balance on the smart card. Mullally thought that the process was easy and worked well. The minimal costs for the smart cards (1,000 minimum) are \$5.00 each and \$1,200 for a software program called Meter Management that updates the cards with parking amounts. However, Mullally stated that not all municipality smart card programs worked well. For instance, Philadelphia and New Haven, Connecticut discontinued their programs; which included New Haven’s Shop Park Dine program. The reason why Philadelphia discontinued their program was due to users opting to use their own credit cards, as well as New Haven experienced too many technological difficulties. Other municipalities like Harrisburg and Des Moines, Iowa have successful programs which work for them because it is user friendly and acquires parking revenue upfront. One of the concerns that Mullally has is that the manufacturer POM has not updated its technology in recent years except for offering a prepaid parking card program. However, the company is stable and its software is user friendly.

Krause asked if someone would lose their money if they pay for a smart card with a high dollar amount. Mullally stated the card could be turned off with the Meter Management system.

7. **Parking App Presentation given by Damon from Park Mobile**

Damon Harvey represented Parkmobile, a company in the field of electronic and digital parking solutions. Parkmobile can integrate with the City's existing parking system in citation writing, permit and residential permitting solutions, and parking pay-by-mobile solutions.

Harvey explained that his background is both in the private and public sector as he was a former Washington D.C. staffer on the Transportation and Infrastructure Committee. He now serves as a Senior VP for the Public Sector Solutions at Parkmobile.

Harvey gave an overview of who Parkmobile is in the parking industry which includes:

- The company being a PCI-DSS level 1 compliant and Certified Service Provider
- 2.5 million users in the U.S.
- Servicing 600 locations in 37 States
- Awarded service by NYCDOT throughout NYC
- Over 1.2 million transactions initiated monthly in the U.S.
- Ability to service large municipalities such as Houston, Nashville, LA, Washington D.C., and Milwaukee as well as similar-sized municipalities to Lake Geneva as Rehoboth Beach, DE (1,373 population expanding to 25,000 during summer months)

Harvey stated that Parkmobile is a mobile hub for municipalities and gave an overview of the types of services that could be provided for Lake Geneva including:

- Pay-by-Phone mobile App
- Access control
- Price demand (Different rates at different times of day)
- Real-time communication
- Digital permitting/residential permitting
- Marketing Strategy
- Client and Customer Support
- Seamless integration with the City's current Digital/Duncan parking system
- \$2 million policy in the event of a breach

Harvey explained how those customers/users could register for a free one-time registration to enjoy pay-by-phone services integrating with the City's parking meters:

1. First step is to provide new account holders cell number (up to five)
2. Second step to provide automobile license plate (up to five)
3. Final step is to provide credit card number, PayPal Visa Checkout account or establish a stored-value solution.

Open Loop System: Once the user establishes an account they are allowed to access their membership to other participating municipality systems such as Houston or Indianapolis

Once a member, users can pay from their car using a phone app or by making a call to pay for parking; purchases conveyed real time to enforcement handhelds (Duncan X3) and pay machines (Digital Luke II).

Harvey showed an example of logging onto the mobile app via laptop:

Process shown: User clicking their Parkmobile parking app (icon) on their smart phone, clicking onto a “parking zone” created by a municipality or utilizing stall marker numbers; choosing parking time duration; confirming purchase and showing an “active sessions” time remaining feature (which tells users when time has expired).

Harvey explained the process of a user registering or applying for a residential or short-term digital permit.

Harvey stated that the City could save costs on permitting expenses by letting users print their own digital permits and/or reservations themselves through the City’s website. The process would require the user to log onto the City’s website, choose from duration of parking time and location which would correspond with their license plates. The information would be sent to the Parking Department whereas the Department would confirm or deny the permit. In the event that the permit was confirmed, the user would proceed to print the permit which would contain a WR code with unique hash value code.

Harvey explained Parkmobile Validation Programs for local Merchants.

Merchants need only to purchase QR Code Coupons and can then offer them to customers for discounted parking when paying through the app in the designated area. Customers can scan QR code or manually enter a promo code which encourages users to redeem their coupon or draws them back to the merchants. Harvey explained that the validation program can be customized to meet the needs of Lake Geneva’s merchants.

Krause went through a demonstration of the mobile app on the screen to purchase parking utilizing the City’s stall number as a parking zone. Krause commented that users could pay for parking in their car in the rain, “This is what I want to see at some point, this is where it is going, everyone has a smart phone in their pocket.”

Krause said that the goal is eliminate the obstruction of poles and stall markers.

Flemming stated that he needed to leave therefore Krause announced that the quorum would be broken and closed the discussion with Harvey.

Harvey ended with information on social media services and stated that if the Parking Commission needed more information that he could organize a webinar.

8. Adjournment

Swangstu/Flemming motion to adjourn. Motion carried 3 to 0.

Next Meeting Wednesday November 19, 2014 at 6:00pm

City of Lake Geneva Parking Commission
September 3, 2014– 6:00pm
Conference Room 2C, City Hall
Minutes

1. Opening and Attendance: Attendance recorded and copies of minutes distributed.

2. Roll Call

Present: Kordus, Fleming, Swangstu and Krause

Present (non-voting): Chamber of Commerce President Schaefer

Also Present: Councilman Hill, Administrator Jordan, Parking Manager Mullally

3. Approval of Minutes

Kordus requested a motion to approve the July 16, 2014 minutes. Jordan motioned to amend the minutes to include restricted parking on Dodge Street between Cook and Madison because of its narrowness. Unanimously carried.

4. Open Comments

None

5. Nomination of New Parking Commission Chair

Krause was unanimously nominated and accepted the nomination to serve as the new Parking Commission Chair.

6. Update of Parking Structure

Jordan stated that the wording on the “parking ramp” referendum question was completed and accepted by the City Attorney –“ready to go on the ballot.”

Kordus suggested setting a date for a public informational meeting in early September.

Hill stated that the Commission should be prepared for the opposition as they will be speaking out against the structure. A full out sales effort should be prepared including talking points, a sales packet, TIF white paper, financials, and a 3D design packet which can be disseminated at social events such as at the Chamber of Commerce Annual dinner or the Economic Board.

Kordus suggested placing an ad in the newspaper to clarify what may be unclear to voters such as the role of the Parking Commission, misinformation on issuing bonds, how a TIF works, and how it will not negatively impact taxes.

Krause also recommended disseminating information to the public through Channel 25, a letter to the newspaper editor; and designing a billboard with bullet points, TIF facts and financial longevity points that could be displayed in the Cook lot for voters to see.

The Parking Commission agreed that all information must be approved by the City Attorney before displaying to the public.

7. Resident Parking Update

Kordus led a discussion on forming a smart card pilot program for residents instead of issuing resident parking stickers. Kordus suggested that the parking kiosks could use smart cards that would elevate the current practice of chalking tires to enforce the consecutive two hour limit on resident parking. The pilot program would be based on disbursing 1,000 smart cards that would allow 200 parking hours or 100 days of parking in metered stalls over a year period. The cards would be transferable and be given certain parameters such as limiting certain parking stalls or lots. The program could also help promote parking in the ramp in the future. Kordus suggested a \$10 cost associated with the smart card to cover the expense of the card and a replacement card fee in the event of a loss.

Hill suggested that a parking app may be more flexible and also replace chalk enforcement.

Krause agreed and stated that there would be an added risk of fraud and/or loss of revenue associate with the cards.

The Parking Commission agreed that any recommendations regarding residential parking would be forwarded to the City Council.

Mullally stated that she would continue researching the smart card and the parking app option for the City and present the findings at the next meeting.

8. Date and Agenda items for next meeting

The Parking Commission agreed to a public informational meeting regarding the parking structure on September 24, 2014.

9. Action Items

The Parking Commission asked Mullally to coordinate presentations from parking app companies at the October 15, 2014 meeting.

10. Adjournment

Motion to Adjourn at 7:15pm by Krause, Passed Unanimously

Next Meeting Wednesday October 15, 2014 at 6:00 pm