

**COMMITTEE OF THE WHOLE  
MONDAY, JUNE 4, 2012 - 6:30PM  
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Kupsik calls the meeting to order at 6:30pm

Pledge of Allegiance led by Alderman Kupsik.

Roll Call. Present: Aldermen Hougen, Wall, Mott, Hill, Kehoe, Krohn, Kupsik and Tolar. Also present: City Administrator Jordan.

Hougen/Mott motion for approval of Minutes from May 7, 2012 Committee of the Whole Meeting as distributed. Unanimously carried.

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

Sam Fredrickson, 1740 Summit Drive, member of the Cemetery Commission spoke on the agenda item regarding purchase of a new truck for Oak Hill Cemetery and why they need it.

Andrea Peterson, Director of the Lake Geneva Public Library, encouraged the Council to designate parking spaces for Library staff.

Elizabeth Jordan, 1084 Bonnie Brae Lane, works at the Library and spoke for several of the employees expressing their safety concerns.

Don Tolar was sworn in to the position of 4<sup>th</sup> District Alderman by City Clerk Hawes.

**Discussion/recommendation on using e-readers as an alternative to paper Council packets.**

Alderman Kupsik read from the memo the City Clerk had included in their packets which gave a break-down of the savings that could be realized if e-readers were used. After a lengthy discussion on the pros and cons of both, the consensus was that most would not be interested in changing it at this time.

**Discussion/recommendation on adding designated parking spaces for Library staff.**

Administrator Jordan commented that it is rather rare that a City building does not have a parking lot. The possibilities are to designate an area in the Cook Street Lot, the West part of Main Street or street parking on Madison Street. After discussion of how many spaces would be required, revenues that would be lost, where the parking would be, security and safety of the employees and other related issues, it was decided to forward to Council for further action.

**Discussion/recommendation on future parking lot leases.**

Administrator Jordan said we do have one situation where we work with a private landowner where we have meters on their property and share the revenue; he inquired whether the Council would be interested in doing this with other private lots. The consensus was that this could be pursued if someone asks about this.

**Discussion/recommendation on expanding parking lot shuttle service.**

Administrator Jordan said it was suggested that we might be able to use the shuttle for other reasons and it was on the agenda for discussion. Alderman Hougen suggested it would cost less than the current \$700 per weekend if we were to have this run on a regular basis. Aldermen Tolar, Hill and Mott felt it would be nice but not feasible. Alderman Kupsik said it could be discussed more in the future.

**Discussion/recommendation on purchasing truck for Oak Hill Cemetery (Aldermen Krohn and Mott)**

Alderman Krohn said they were bringing this back because they do need this truck and the funds are available. The Committee's recommendation is to forward this to the FLR and Council.

**Discussion on scheduling a special City Council meeting for a TIF workshop for Monday, July 30<sup>th</sup> or an agreed upon date.**

Everyone agreed this has been helpful in the past, especially for new Council members, and directed Administrator Jordan to set it up.

**Finance, License & Regulation Committee, Alderman Hill**

Alderman Hill reported they approved a handful of license renewals, street use permits, public restroom remodel, renewal of one of the TIF4 CDs and the prepaid and regular bills.

**Personnel Committee, Alderman Kupsik**

No meeting, no report.

**Public Works Committee, Alderman Mott**

Alderman Mott reported the highlights including downtown concrete repairs, downtown traffic signal replacement, the 2012 street maintenance contract scheduled for bid later this summer, the work on Conant Street, curb and gutter installation where none exists, the Riviera Beach dredging, conversion of downtown lighting to LED lights, striping at Highway H and at Townline Road, Chamber of Commerce bathroom remodeling which is complete and approval of remodeling the public bathrooms at Library Park.

**Piers, Harbors, & Lakefront Committee, Alderman Wall**

No meeting, no report.

**Historic Preservation, Alderman Kehoe**

Alderman Kehoe reported the flower planting has begun outside of Pioneer Park and other areas in town. They are also looking at the relationship between the Historic Preservation Committee and the Friends of the Geneva Theater.

**Utility Commission, Aldermen Hougen & Wall**

Alderman Wall reported the city-wide hydrant flushing is now complete and the water storage reservoir is down for servicing. The commission members did a tour of the utility buildings and he was impressed with how clean they were. Alderman Hougen reported the Utility Commission completed an internal risk assessment to guard against fraudulent accounting manipulation and safeguard customer information. They also improved installing a master meter at the Pioneer Mobile Home Park. In touring the sewage facilities, he learned there are a number of leaking laterals which are the homeowner's responsibility. They are discussing making modifications that will hold sludge to render it odorless.

**Tree Board, Alderman Kupsik**

No meeting, no report.

**Police & Fire Commission, Alderman Hill**

Alderman Hill reported they discussed memos from the Fire Chief. The Lake Geneva Fire Department and EMS were awarded the Flight for Life Scene Call of the Year. They also covered some HR trends and went through incident reports for Police, Fire and EMS. Chief Rasmussen reported on their seasonal help and training, followed by the annual presentation of awards and reception.

**Planning Commission, Alderman Hougen**

Alderman Hougen reported they discussed two piers, two downtown conditional use permits, two certified survey maps to divide lots, a new fence for the American Legion and a Planned Development. There was also a hearing and long discussion on a parcel between Home Depot and Target.

**Board of Park Commissioners, Alderman Kupsik**

Alderman Kupsik reported that at their June 6 meeting, they will be discussing the repairs for the scoreboards at Veteran's Park and construction of the new skateboard park and an update on where we are at with the old equipment. At their last meeting they discussed a possible sign for a Home Depot Park and should have

some cost estimates. There is a representative from Milwaukee to discuss the possibility of a cricket pitch league.

#### **Library Board, Alderman Wall**

Alderman Wall reported that May was the highest number of checkouts than any previous May. The Library held the annual appreciation luncheon on May 23.

#### **Cemetery, Alderman Krohn**

Alderman Krohn reported that at their May meeting, Sturge Taggart was welcomed back as the Secretary and Bob Flemming turned in his resignation. They discussed the investments and the Pioneer Cemetery restoration of stones. She received a letter from Oak Hill Cemetery stating that Pioneer Cemetery will not be open on a 24/7 basis for a six month period. They do not wish to turn this into a playground, a dog run or a public park. They tried this several years ago and there was no success. It will be made available on a scheduled basis at the wishes at the Historic Commission for having special events. If individuals wish to enter, they need to contact the cemetery office.

#### **Parking Commission, Alderman Hill**

Alderman Hill reported she was unable to attend the last meeting, but most items have already come up through the process to the Council. Alderman Wall asked what the feed-back has been on the Luke parking system. Administrator Jordan said it has been positive overall; there have been some glitches and some cannot figure them out, but most of the merchants have been helpful, even going outside to help people.

#### **Communications Committee, Alderman Hill**

Alderman Hill was not sure if she had attended the last meeting and has just recently been made the Council representative on the Committee, but feels they are in some definite need of more members and that there is a lot they could accomplish.

#### **Avian Committee, Alderman Wall**

No meeting, no report. They are planning to meet in the near future and are still looking for volunteers.

#### **Chamber of Commerce, Alderman Hill**

Alderman Hill reported that the Chamber received only one complaint about the new parking system over the Memorial Day weekend. At the May 10<sup>th</sup> meeting, they discussed George Hennerley's compensation in regards to some savings they were able to gain in insurances as well as his performance reviews. They voted to give him a full review every three years, with an annual discussion held by the executive committee on their goals going forward. There was discussion on the report from the retail division on the parking system and the shuttle service; there was some frustration expressed over the communication channel as to how big the Vespa convention had become. They also talked about the new welcome center and aired some of their concerns as to how that may affect visitor experience. Feedback was given on TIF and keeping it open.

#### **Lake Geneva Museum, Alderman Mott**

Alderman Mott reported that the History Loves Company event in May was a tremendous success. Highlights from their past meeting show they had 175 people visit the museum in April. Patrick Quinn's book entitled the Annals of Lake Geneva was available for purchase. John Halverson from the Regional News toured and was pleased with what he saw. They have new applications for membership and are looking for ways to promote visiting the Museum. Admission is still free on the first Monday of each month from 10:00am to 4:00pm. Their new mission statement is: Geneva Lake Museum discovers and preserves the rich history that hides throughout Geneva Lake and the surrounding communities. The exhibits within the walls are time capsules that capture every essence of Geneva Lake and its people with amazing stories that unravel with every scene and every word, led by our knowledgeable guides. These stories wait for young people and old who have their ears to listen, the eyes that are ready to be awakened and the open mind waiting to listen. Baker House is planning tours that would end at the museum.

**Lake Geneva Economic Development Corporation, Aldermen Hougen & Kupsik**

No meeting, no report. Alderman Hougen informed that their website continues to promote through NAI Commercial Real Estate their commercial green space. The LGEDC is our business retention, expansion and attraction organization; they work with University of Wisconsin Whitewater Small Business Development Center to craft a plan to promote Lake Geneva to the businesses outside the area in an effort to attract new employment opportunities to the area.

**Geneva Lake Environmental Agency, Alderman Wall**

Alderman Wall said he was just appointed to that Committee and has not yet attended a meeting.

Kupsik/Mott motion to adjourn. Unanimously carried.

Transcribed from audio tape.

/s/ Artis Roenspies, Deputy Clerk

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