

**COMMITTEE OF THE WHOLE
MONDAY, JULY 2, 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, Krohn, Kupsik and Tolar. Absent (excused): Alderman Kehoe, Also present: City Administrator Jordan.

Tolar/Wall motion for approval of Minutes from June 4, 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.

Dee Bark Fiske spoke about possible improvements to both Pioneer and Oak Hill Cemeteries and requested there be a link on our website so people know where our cemeteries are. She also requested the list of those buried at Pioneer and asked that Pioneer be kept open during the day. It is part of our history and where our founders are buried. Let's not lose these tombstones; let's save them.

Terry O'Neill, 954 George Street talked about changing the election of the Treasurer to an appointed position. Citizens should watch for Ordinance 12.08 and reject it. Regarding the Peller case, he expressed his dissatisfaction with how the past and present Council has handled it.

Update from the Geneva Lake Area Chamber of Commerce on the 2012 tourism season.

George Hennerley, President of Lake Geneva Chamber of Commerce, reported the season is shaping up quite nicely. Because of the weather, beach and room tax revenue should be up. All businesses are reporting a good year to date; with weather like this, it draws people into Lake Geneva. He attributes Lake Geneva's popularity to return on investment; the city's maintenance of public spaces, merchants cleaning and fixing up their establishments, the new outdoor seating, the hanging baskets and flower beds, and more benches all combine to make a premium visitor destination. Tourism is an industry that also gives back to the community.

Update on three-year capital improvement plan.

Administrator Jordan went over the projects on the list and commented that it is still a work in progress. The big items are the street programs. There will be some carry-forwards into the 2012 budget such as crack filling and the Carey Street roof repair. Some of 2012 has been spent; the street program will be spent this year as well as the items left for the third year out of the borrowing done two years ago.

Discussion/recommendation on electronic document storage.

Alderman Kupsik read a memo from the City Clerk encouraging a digital records management system such as laser fiche which would improve efficiency in storage retention and disposition of records; give other staff and officials quick, searchable access to information; help avoid lost or misfiled documents; allow the public to access certain content to increase transparency and reduce phone calls and public record requests. The City Clerk would like to obtain three other quotes in addition to the one he already has before making a budget proposal for 2013. Alderman Hougen suggested we might be able to share with a neighboring municipality to reduce the cost. Alderman Hill felt it would be a valuable source but was concerned about the cost. City Clerk Hawes reviewed with the Comptroller where we might be able to find funds from the computer replacement fund and perhaps the general fund. The consensus of the Committee was to recommend the City Clerk proceed with obtaining the quotes.

Discussion on agenda items for TIF workshop scheduled for July 30, 2012.

Alderman Hougen said he would like to have an explanation of the basic concept of TIF, what it is, how it works, and where the money comes from. Administrator Jordan said our TIF consultant will be there to give the background of all these questions. Sarah Hill would also like to discuss the exit policy and limit the discussion to the Council members. City Administrator Jordan said the goal is to learn whether they think we are at the point we want to close it or whether there are any other projects they might feel are worth looking into and to develop an exit strategy.

Finance, License & Regulation Committee, Alderman Hill

Alderman Hill reported standard business was discussed at Council. We do need to find some cash for insurance increases and ash borer treatments. The seasonal audit request for the beach and boat launch will be in July or August, at the height of the season.

Personnel Committee, Alderman Kupsik

No meeting, no report.

Public Works Committee, Alderman Mott

Alderman Mott reported they had several items, some of which have already come to Council. Still under discussion are possible store directories on Broad Street, sponsors of scoreboards for Veteran's Park, pavement striping at Main Street and Edwards Boulevard, pedestrian crossing lights, rapid-fire flashers, and Dunn Field restrooms. It was the consensus to have the DPW bid out the LED retrofits to the existing features and order light lens gaskets as required. There was a long discussion on sidewalks from the roundabouts out to the theater.

Piers, Harbors, & Lakefront Committee, Alderman Wall

No meeting, no report.

Utility Commission, Aldermen Hougen & Wall

No meeting, no report.

Tree Board, Alderman Kupsik

Alderman Kupsik said he missed the Tree Board meeting held on June 21. It was a special meeting to decide what to do about the Emerald Ash Borer and it was recommended to Council that we treat the city trees not to exceed \$10,000. Administrator Jordan and Mayor Connors clarified two-thirds of the city ash trees will be treated and the other smaller or diseased ones will be cut down. There are about ten private ash trees for every public one in the city.

Police & Fire Commission, Alderman Hill

Alderman Hill reported there was a special meeting to discuss the EMS billing contract which Council has since approved. At the regular meeting, they gave the activity numbers for the month of May. The Chief of Police gave an update on the squad car retrofits. They discussed and approved a video camera policy; the squad cars will all now be equipped with video cameras. They also discussed large event staffing and the emergency preemptive devices, which they would like to see as a separate line item in the RFP.

Planning Commission, Alderman Hougen

Alderman Hougen reported the commission continues to approve and process applications for outdoor dining at restaurants around town. They have approved homeowner modifications including one tear down and new construction as well as landscaping modifications.

Board of Park Commissioners, Alderman Kupsik

Alderman Kupsik reported that at their June 6 meeting, they discussed a possible cricket field at Veteran's Park, new scoreboards, construction of the new skateboard park and an update on where we are with the old equipment. They are also reviewing the format for the Park Permit application and discussing possible changes. Alderman Tolar asked if the lights at Veteran's Park are being shut off. Alderman Mott said their

needs to be a timed shut-off after a certain amount of time or the lights should be shut off earlier. Alderman Kupsik, Administrator Jordan and Mayor Connors elaborated on some of the changes being considered for the Park Use Permit to recapture all the costs for city services so it isn't a burden on the taxpayers.

Library Board, Alderman Wall

Alderman Wall reported that the total door count decreased by 539 in the month of June. More than 300 children are now participating in the summer reading program. The library staff parking in the Cook Street Lot is working out well.

Historic Preservation, Alderman Kehoe

Ken Etten spoke in Alderman Kehoe's absence. They purchased five copies of Jane Simmons Annals of Lake Geneva, the old book on the early days of the Village of Geneva and subsequently the City of Lake Geneva that was out of print but has been published through the Museum. These were donated to the Library and other area libraries. The sign for the railroad depot should be going up soon. They are continuing to talk about the theater.

Cemetery Commission, Alderman Krohn

No meeting, but Alderman Krohn commented on the earlier comment about keeping Pioneer Cemetery open for visitors. It can be opened by special or advance request for groups or individuals. Regarding restoring tombstones, she thought the idea is great but wondered who would be the head of this commission and where the funds would come from to do this project. Alderman Hougen suggested getting an intern from UW who might be interested in finding the stones and recording the names. Alderman Kupsik encouraged the Cemetery Commission to address some of the issues that were brought up at their next meeting.

Parking Commission, Alderman Hill

Alderman Hill reported that they will be discussing the new Luke system and updates on that at their upcoming meeting. They are receiving regular reporting from the Comptroller. The discussion on Sunday parking rules will be coming to the next Council meeting. Alderman Tolar mentioned there are still handicapped stamps on the street where one of the handicapped stalls was removed and there is only one handicapped sign. He also inquired about the bus service that takes people into town which is not well-marked. Alderman Wall recommended having the bus driver keep a count of how many people used the bus service and possibly having a pick-up from the Eastview Lot. He also suggested some signage in town about the free shuttle. He wondered if we could have a comparison between last year's ticket income and this year's income from the new Luke system. Mayor Connors clarified that some of the handicapped stalls were removed because they were being under-utilized and those persons with handicapped placards or license plates are allowed to park at any stall at no charge for as long as they wish to park.

Communications Committee, Alderman Hill

Alderman Hill asked for discussion on the scope of the Communications Committee. Currently it is really only meant to address the cable access channel, some hardware requirements and the City website. She felt there are some gaps in communication that we can do better with. The questions she always asks are what does it cost, why is it beneficial, who does it affect and how do we tell them. She thinks we can improve the way we communicate some of the programs we have such as the free parking shuttle. The Committee does not have a budget; but we are in a digital age that requires a fair amount of technology that moves very quickly, for example hardware, software, electronic data and document storage. She asked for input from the Council as to whether they feel like there is a need for some change or expanded scope of the Communications Committee or whether we are just fine where we are. There were no objections voiced to expanding the scope of the Committee; however, there would need to be changes in the ordinance. Administrator Jordan added that there is the capacity and capability for what staff we have now to do it; it is more a matter of time and money. There was further discussion on where we are with Wi-Fi, reorganizing the Communications Committee, and whether the Council should consider again the changing needs in this area.

Avian Committee, Alderman Wall

No meeting, no report. They are planning to have their first meeting on July 11.

Chamber of Commerce, Alderman Hill

No meeting, no report.

Lake Geneva Museum, Alderman Mott

Alderman Mott reported that History Loves Company turned out very well and they brought in over thirteen thousand dollars. They had an all-time high attendance for May with 855 guests, 8 tours and class visits totaling 241 students. There has been some confusion regarding the free admission on the first Monday of every month; some think it is every Monday. There is an upcoming exhibit created by Gage Marine and there has been a donation of some stained glass windows. The Museum now has 213 members. They are stocking the store with new items with their signature design. The director gave a tour to Dr. Ellsworth Brown, the Head Director of the State Historical Society, and he was quite impressed with what they have done over the years with the volunteer help.

Lake Geneva Economic Development Corporation, Aldermen Hougen & Kupsik

No meeting, no report.

Geneva Lake Environmental Agency, Alderman Wall

Alderman Wall reported he attended his first meeting on June 21. He learned they are moving to a new location on the George Williams College campus this month; the rent will be going up. Other communities around the lake might be following our lead and using the Genoa City site for beach sampling. There were some reports of swimmers itch, which normally has a two-week cycle. Alderman Hill was concerned about the press release issued by the GLEA regarding swimmers itch and wondered if they notify the city before they send that out. Alderman Wall said there were pamphlets given out to swimmers at the beaches and a press release in the Regional News. Administrator Jordan said the only way you find out about it is when the first person gets the itch; it is a parasite that comes out of snails and seeks out ducks. When people get in the way, it tries to attach to them. Water temperature is what starts it. As soon as we knew about it, we posted it and gave out pamphlets. We answered a lot of calls from people about what to do about it. In the future, apparently Johnson's Baby Oil Gel is something that will protect you and showering right away will remove the parasites. It is a thing of nature and happens every year; it is not harmful unless you scratch it and get infected. Alderman Hougen asked about the dead fish. Alderman Jordan said that is also a natural phenomenon that happens every year. Alderman Mott asked if the DNR still sprays the beach or water for anything. Administrator Jordan said they spray for weeds in the spring. Alderman Hougen said he saw algaecide notices posted at Donian and at the beach about a week ago. The Mayor confirmed this. Administrator Jordan said he would check into it.

Alderman Kupsik noted that, because of the excessive dry spell we have had, the Fire Department and the City of Lake Geneva have issued a no-burn notice, which includes the use of fireworks and any type of open fires.

Kupsik/Hougen motion to adjourn at 8:43pm. Unanimously carried.

Transcribed from audio tape.

/s/ Artis Roenspies, Deputy Clerk

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