

**PIERS, HARBORS & LAKEFRONT COMMITTEE**  
**TUESDAY, SEPTEMBER 27, 2012 AT 6:00 P.M.**  
**CITY HALL, CONFERENCE ROOM 2A**

The meeting was called to order by Chairman Wall at 6:02 p.m.

Roll Call. Present: Aldermen Tolar, Mott, Hougen and Wall. Absent: Alderman Kehoe (excused). Others in attendance: Mayor Connors and Administrator Jordan.

**Approval of Minutes from July 25, 2012 meeting and August 23, 2012 joint meeting as distributed**

Tolar/Mott motion to approve minutes from the July 25, 2012 meeting and August 23, 2012 joint meeting, as prepared. Motion carried by vote of 4 to 0.

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

**Discussion on paddle board event by Clearwater Outdoor**

Sean Payne, owner of Clearwater Outdoor, 744 W. Main St., Lake Geneva, addressed the Committee to gather feedback on the stand-up paddle boarding event held on July 7, 2012. Alderman Hougen said the event was well-attended but there were concerns with trailers obstructing the public way during loading and unloading of equipment. Mr. Payne said they could stagger the loading and unloading differently in the future to avoid obstructing the traffic flow downtown.

Mr. Payne also asked the Committee for feedback on scheduling the next stand-up paddle boarding event on Saturday, July 6, 2013. Similar to this year's event, their crews would arrive at the lake at 6 a.m. and would wrap the event up at 2 p.m. Alderman Hougen asks what type of races take place. Mr. Payne said there are a four mile race, seven mile race, sprint races, dog race and kid race. Alderman Hougen said he preferred the event wouldn't be on the Fourth of July weekend unless the parking and loading procedure could be improved. Mayor Connors said he would be concerned about holding the event on that weekend in future years when July 4<sup>th</sup> falls closer to the weekend. The Committee came to a consensus about allowing the paddle boarding event to take place on Saturday, July 6, 2013.

**Harbormaster's Report**

Chairman Wall said Harbormaster Gray was unable to attend the meeting but he left some notes for the Committee. Beach revenue for the year was \$367,985. This was the highest ever for one season and 13% above the previous record. Mr. Wall said there are five weeks left in the boat launch season and revenue is already higher than the full 2011 season. Catering revenue is at about the same as last year to date.

**Discussion/Recommendation on waiting list for buoys and slips (*continued from July 25, 2012 meeting*)**

Chairman Wall reported there are currently 21 residents on the wait list for buoys. Harbormaster Gray estimates there will be 10 to 12 buoys coming available next year. Chairman Wall said he doesn't believe it is necessary to change the waiting list policy at this time. Alderman Tolar noted that if the City goes through with the proposal for 10 additional boat slips it will reduce the number of buoys. Alderman Hougen asked about the waiting list for nonresident. Chairman Wall said there is a long waiting list for nonresidents. Administrator Jordan noted that 85% of buoys are reserved for residents and 15% are for nonresidents. Alderman Mott suggested this is a fair balance and there is no reason to change the policy. Mott/Tolar motion to not change the waiting list policy for buoy and slips. Motion carried by vote of 4 to 0.

**Discussion/Recommendation on beach attendant collection operations (*continued from July 25, 2012 meeting*)**

Chairman Wall reported the City's auditors have submitted their report to the City on beach attendant collection operations. The auditors observed the beach collections on July 22, 2012. Overall, the auditors felt the beach was well-run. Mr. Wall read a series of recommendations from the auditor's report and the Committee members had a lengthy discussion about the recommendations.

Chairman Wall said he agreed that a cash register should be used on every transaction. He suggested the City purchase a more modern type of register with a touch screen to make transactions go smoother. Administrator Jordan said a concern

from the beach attendant staff is that sand or debris can get into the register, but perhaps a touch screen register would help avoid this issue.

Alderman Tolar said there should be a separate line at the beach for people who already have beach passes. Mayor Connors agreed, stating it should be an incentive for people who pre-pay for beach passes at a kiosk that they don't have to stand in the regular line. Alderman Mott said two lines should be open on Fridays, Saturdays and Sundays at the very least.

Chairman Wall said he agreed with the report on the point about having a written policy in place for beach collections that must be followed by the beach collection staff. Administrator Jordan said he would work with the Comptroller, Harbormaster and beach staff to develop a written policy. Alderman Mott expressed concern with the amount of sand that builds up on the stairway to the beach. Mayor Connors suggested this could be an issue addressed in the beach policies.

Chairman Wall said an additional beach pass kiosk is recommended near the beach for purchasing beach passes. Alderman Mott said there should be signage or an additional staff person helping visitors locate the kiosk.

Mott/Hougen motion to direct staff to draft a policy for beach attendant collection operations in accordance with the auditor's recommendations for the Committee to review, and to purchase a new cash register and a kiosk to install at the beach for beach pass purchases. Motion carried by vote of 4 to 0.

#### **Discussion/Recommendation on additional 10 slips to West End Pier**

Alderman Hougen asked if adding 10 slips would lengthen the pier. Administrator Jordan said it would lengthen the pier to the east but it wouldn't lengthen the pier out into the lake to the south. Mr. Jordan noted that the 10 slips would replace 10 buoys. Alderman Tolar expressed support for the change, noting the City would receive increased revenue with the additional slips compared to the existing buoys.

Tolar/Hougen motion to recommend 10 additional slips to the West End Pier. Motion carried by vote of 4 to 0.

#### **Updates on replacement of lookout tables and chairs**

Administrator Jordan reported the new lookout tables and chairs have been purchased and staff was planning to install them in the Spring.

#### **Updates on dredging of lagoon**

Administrator Jordan said a crew will be assessing the lagoon to determine what work is needed and what it will cost.

#### **Discussion of agenda items for next meeting**

Chairman Wall said leases for buoys and slips are coming up for renewal and will need to be discussed at the next meeting. He also suggested the Committee discuss the location of dinghies. Alderman Hougen suggested the Committee discuss whether a paddle board rack should be installed near the kayak racks.

#### **Adjournment**

Wall/Hougen motion to adjourn at 6:57 p.m. Motion carried by vote of 4 to 0.

Transcribed from audio recording.

/s/ Michael Hawes, City Clerk

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