



**PIERS, HARBORS & LAKEFRONT COMMITTEE**  
**WEDNESDAY, NOVEMBER 28, 2018 – 3:00PM**  
**CITY HALL, CONFERENCE ROOM 2A (UPPER LEVEL)**

**Members:** Chairperson Doug Skates, Shari Straube, John Halverson, Rich Hedlund,  
and Tim Dunn

**AGENDA**

1. Meeting called to order by Chairman Skates
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from the October 18, 2018 Piers, Harbors, and Lakefronts Meeting
5. Discussion/Recommendation regarding Commercial Buoy and Boat Slip Agreement for 2019- 2021 with Gage Marine
6. Discussion/Recommendation regarding Commercial Buoy and Boat Slip Agreement for 2019- 2021 with Lake Geneva Boat Line, INC
7. Discussion/Recommendation regarding Commercial Buoy and Boat Slip Agreement for 2019- 2021 with Marina Bay Boat Rental
8. Discussion/Recommendation regarding awarding the 2019-2021 Piers and Buoys Service Agreement to Gage Marine
9. Discussion/Recommendation regarding Water Safety Patrol 2019 Lifeguard Services Agreement for \$35,810
10. Discussion/Recommendation regarding community project input opportunities
11. Discussion/Recommendation regarding stakeholders meeting proposal
12. Discussion/Update regarding Riviera Roof Materials Workshop
13. Adjournment

*This is a meeting of the Piers, Harbors & Lakefront Committee.  
No official Council action will be taken; however, a quorum of the Council may be present.*

# **PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES**

## **THURSDAY, OCTOBER 18, 2018 – 5:30PM**

### **CITY HALL, CONFERENCE ROOM 2A**

Meeting called to order by Chairman Skates at 5:32 pm

**Roll Call:** Ald. Skates, Straube, Halverson, Hedlund, and Ald. Dunn

Also present: Administrator Berner, DPW, Earle, Harbormaster, Gray and Parking Manager, Mullally  
Mayor Hartz

#### **Approval of Minutes from September 19, 2018 meetings as prepared and distributed**

Ald. Halverson motion to approve the September 19, 2018 minutes, second by Hedlund.

Motion carried 5-0.

#### **Comments from the public limited to 5 minutes, limited to items on this agenda**

Eric Anderson, 1333 Promontary Drive – Resident asked how the general public would know what the Harbormaster is going to address when the agenda just states Harbormaster's Report as he would like to make some suggestions to indicate items on the agenda and he also has some suggestions to make.

Committee suggested Eric contact Chuck before the meeting and request ideas or suggestions be placed on the agenda if need be or if there's a long list of ideas/suggestions can always attend Committee of the Whole.

Kathy Bosworth 1224 W. Main St. - Resident has suggestions for signage, landscaping at the west-end of the park. Chairman Skates suggested she email himself or Administrator and that landscaping would go to the Park Chair.

#### **Harbormaster's Report**

Buoys and slips will be removed by next week. Boat launch remains open for the next two or three weeks. Bookings for the Riviera for 2019 already have 29 registrations – mostly Saturday's (weddings).

#### **MSI update on Riviera Restoration Project**

##### **State Historical Society feedback**

Based on feedback and observations resulted in a letter from Legacy Architecture.

Monumental stairs are not deteriorated beyond repair. MSI recommends going through pros and cons of suggested materials and potential vendors for the roof. Luxury vinyl tile will not be allowed in the ballroom. Ramps may not be necessary on ballroom steps. Budget estimates were presented by Dave of MSI. Community input sessions need to be completed before they can give the overall budget proposal. MSI recommended obtaining input from community workshops, a survey, and staff feedback. City Administrator Berner suggested the meeting to make a decision on the roof will be the first step and should be scheduled as soon as possible. Committee agreed on workshop meeting date of Thursday, October 25, 2018 in the Police Training room. MSI said windows of opportunity for construction would be April through June or October through December. MSI also stated that there needs to be further discussion on grants, taking in donations and what are the grant application periods. Meeting on Oct. 25 will help determine meeting dates for grant meetings. Jennifer from MSI will work with City Administrator Berner to schedule community input meetings.

#### **Ald. Skates motion to suspend the rules and move agenda item #12 for discussion, second by Hedlund. Motion carried 5-0. Discussion/Recommendation regarding purchase of a Genie AWP-30S DC Man Lift from Burris Equipment in an amount not to exceed \$6,500.00**

Director of DPW, Earle requested funding to purchase a lift to help on downtown /Riviera work.

Motion by Skate to approve the purchase of a Genie AWP-30S DC Man Lift, second by Straube. Motion carried 5-0.

**Discussion/Recommendation request for proposals for Piers & Buoys service contract**

City Administrator located expiring contract and adopted the existing contract until 2021 with the revision that the contract be managed by Director of Public Works rather than the City Administrator.

Motion by Ald. Hedlund to approve sending the proposals for Piers & Buoys service contract, second by Halverson. Motion carried 5-0.

**Discussion/Recommendation west-end pier signage, landscaping, & bumpers**

Waswo, Gray, and Gage to schedule an end of the season status on Piers.

**Discussion/Recommendation regarding placement of kiosk and beach access to east-end of Riviera Beach**

Sylvia Mullally said she would look into the addition of adding a kiosk at this location and consider disabled and stroller accessibility.

**Discussion/Recommendation regarding notice to negotiate a three-year lease for ten buoys with Marina Bay Boat Company**

City was noticed for renewal of 2019 – 2021 buoy contract. Committee suggested having City Attorney review the three proposed contracts.

Ald. Hedlund motion to suspend rules to allow representative from Marina Bay Boat speak, Skates second. Motion carried 5-0. He mentioned that he's a non-resident property owner and stated that his company supplies the chains, anchors and buoys.

Hedlund motion to send all three contracts to City Attorney for review, second by Skates. Motion carried 5-0.

**Discussion/Recommendation regarding notice to negotiate a three-year lease of Commercial Buoy and Boat Slip Agreement with Elmers Lake Geneva Boat Line**

Action taken during previous agenda item. No further action taken.

**Discussion/Recommendation on November meeting being held on Wednesday, November 21, 2018**

Due to the Thanksgiving Holiday the next meeting will be moved to November 28<sup>th</sup> at 3:00 pm.

Ald. Hedlund motion to adjourn, second by Dunn. Motion carried 5-0. Meeting adjourned at 7:10 pm.

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

10/24/2018

cc: Aldermen, Mayor, Administrator, Harbormaster, Media

## ***Water Safety Patrol***

**Geneva Lake Water Safety Committee, Inc., est. 1920**  
**P.O. Box 548; 451 Outing St., Williams Bay, WI 53191**  
**Phone: 262-245-6577; Fax: 262-245-6640**  
**e-mail: wspatrol@sbcglobal.net; web: watersafetypatrol.org**

### **Lifeguard Services Agreement for the 2019 Summer Season**

The **Geneva Lake Water Safety Patrol** agrees to provide services to the **City of Lake Geneva** based on the following description:

#### **Service Description and Dates of Service:**

**\*REGULAR SEASON:** Three lifeguards (overlapping shifts) on weekdays and four lifeguards (overlapping shifts) on weekends/holidays from **June 1** through **Aug. 25**. Hours of coverage: **9:30am to 6:00pm (10:00am to 5:00pm after Aug. 18)**.

**\*PEAK SEASON:** A fifth lifeguard to be added on weekends/holidays for the dates of **June 22-Aug. 4**.

**\*EARLY & LATE SEASON:** Three lifeguards (overlapping shifts) on weekends for the dates of **May 25-27 (Memorial Day) and Aug. 31-Sept. 2 (Labor Day)**. Hours of coverage: **10:00 am to 5:00pm**.

**Weather:** In cases of dangerous, questionable, rainy or cold weather conditions, the lifeguard(s) may be dismissed early or temporarily at the discretion of the Water Safety Patrol management. Also, if the Beach management closes down the beach house, the lifeguards may be dismissed. A “Swim at Your Own Risk” policy is in effect whenever lifeguards are not present on the beach, and the city of Lake Geneva is responsible for posting signs to that effect.

**Training, Boat Crew back-up, etc:** Water Safety Patrol to provide back-up emergency services with its Boat Patrol. Lifeguards will be able to activate emergency protocol through two-way radios connected in with Water Safety Patrol dispatchers and Boat Patrol.

Training will be conducted throughout the summer both on the beach and at Water Safety Patrol Headquarters. Emergency practice drills will be conducted regularly by Water Safety Patrol management, and lifeguards will be tested on use of emergency equipment, etc. Lifeguards are to fill out reports for any rescues, pull-outs, or significant injuries.

**Costs for services described above:**

Lifeguard Services for the above dates.....	\$26,170.00
Liability Insurance.....	\$3885.00
Workman's Compensation.....	\$ 595.00
Uniforms.....	\$ 555.00
First-Aid Supplies.....	\$ 360.00
Swimming Lessons.....	\$4160.00
New megaphone.....	\$ 85.00
<b>Total:</b>	<b>\$35,810.00</b>

**Payment:** Payment due by July15, 2019

**Authorized Signatures:**

City of Lake Geneva: \_\_\_\_\_ date: \_\_\_\_\_

Print: \_\_\_\_\_ title: \_\_\_\_\_

Water Safety Patrol: \_\_\_\_\_ date: \_\_\_\_\_  
Ted Pankau, Director

**Please return signed agreement to Water Safety Patrol by Dec. 15, 2018**