



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- [www.cityoflakegeneva.com](http://www.cityoflakegeneva.com)

**PIERS, HARBORS, AND LAKEFRONT COMMITTEE  
TUESDAY, OCTOBER 13, 2020 5:00 PM  
CITY HALL, COUNCIL CHAMBERS**

**Committee Members:** Chairperson Joan Yunker, Alderpersons: Shari Straube, Ken Howell, Rich Hedlund, and Tim Dunn

**THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON TO HELP PROTECT OUR COMMUNITY FROM THE CORONAVIRUS (COVID-19) PANDEMIC. IN-PERSON ATTENDANCE WILL BE LIMITED TO NO MORE THAN 13 PEOPLE, ON A FIRST COME FIRST SERVED BASIS. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:**

1. Livestream at the City of Lake Geneva Vimeo Channel found here [www.vimeo.com/lakegeneva](http://www.vimeo.com/lakegeneva)
2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25
3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free) **Access Code:** 9746153
4. You can provide public comment on agenda items by appearing in person or by emailing your comments to the Clerk at [cityclerk@cityoflakegeneva.com](mailto:cityclerk@cityoflakegeneva.com) or you may deliver your written comments to the City of Lake Geneva City Hall, 626 Geneva Street, Lake Geneva, WI 53147. All written comments must be provided to the Clerk by 4:00 P.M. on the date of the meeting. All written comments will be read aloud during the agenda item when public comments are allowed during the meeting.

**AGENDA**

1. Meeting called to order by Chairman Yunker
2. Roll Call
3. Approval of Minutes from September 8, 2020 meeting as prepared and distributed
4. Comments from the public limited to 5 minutes, limited to items on this agenda
5. Harbormaster's Report
6. Discussion/Recommendation regarding 2021 slip, buoy, and kayak rates
7. Discussion/Recommendation regarding the 2021 Water Safety Patrol Lifeguard Services Agreement
8. Discussion/Recommendation regarding Riviera shop lease rates
9. Discussion/Recommendation regarding 2021 resident beach passes

10. Discussion/Recommendation regarding Commercial Buoy and 2021-2023 Boat Slip Lease Agreement between the City of Lake Geneva and Lake Geneva Boat Line, INC
11. Discussion/Recommendation regarding Commercial Buoy and 2021-2023 Boat Slip Lease Agreement between the City of Lake Geneva and Terry Johnson d/b/a Marina Bay Boat Rental
12. Discussion/Recommendation regarding fees for newly acquired boat slips near the Riviera
13. Discussion/Recommendation regarding obtaining bids for pier installation for the 2021 season
14. Discussion/Recommendation regarding environmental testing of soil near Riviera
15. 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.*

cc: Aldermen, Mayor, Administrator, Harbormaster, Media

**PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES  
TUESDAY, SEPTEMBER 8, 2020– 5:00PM  
CITY HALL / VIRTUAL MEETING VIA ZOOM**

**Members:** Chairperson Joan Yunker, Shari Straube, Ken Howell, Rich Hedlund and Tim Dunn

**Meeting called to order:**

Meeting called to order by Chairman Yunker at 5:00 pm

**Roll Call:** Chairperson Joan Yunker, Tim Dunn, Rich Hedlund, Ken Howell

Excused Absence: Shari Straube

**Approval of Minutes:** Howell so moved to approve the minutes of July 15, 2020, Hedlund seconded. Motion carried 4-0

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

Kent Martzke (Lake Geneva Boat Line), 1144 Rolling Lane, Lake Geneva addressed the committee concerning item nine (9) on the agenda. Martzke asked for a longer lease period as well as move all leased slips to the same side of the pier.

Terry Johnson (Marina Bay), 5140 Baily Road addressed the committee concerning item seven (7) on the agenda concerning the renewal of his lease

Mary Jo Fesenmaier, 1085 S. Lakeshore Drive asked that the committee continue agenda item seven (7) until the next meet Piers meeting. Fesenmaier distributed, to the committee members, a list of items that Marina Bay should produce before a vote is taken on their requested, new lease.

**Harbormaster's Report**

Harbormaster Linda Frame reported on the status of the West End Pier and the Lagoon.

Frame also reported that attendance at the Riviera Beach has been record breaking.

Two dingy ramps have been replaced.

A new tenant at the Riviera Concourse (store called "Going Bananas") will open this Saturday.

**Discussion / Possible Recommendation regarding City leased slips and buoys.** General discussion was held concerning the proposed rates for next year. Yunker so moved that city staff provide, for the next meeting, a list of rates for area communities. Hedlund seconded. 4-0.

Chairman Yunker also asked the Harbormaster about the loss of revenues for this year's slip and buoy rentals. The Harbormaster stated that the final dollar amounts are yet to be determined since some spots are currently in the process of being filled.

**PIERS, HARBORS & LAKEFRONT COMMITTEE MINUTES  
TUESDAY, SEPTEMBER 8, 2020– 5:00PM  
CITY HALL / VIRTUAL MEETING VIA ZOOM**

**Discussion/ Possible Recommendation regarding the Commercial Buoy Lease Agreement with Terry Johnson d/b/a Marina Bay Boat Rental.** Howell so moved to suspend the rules to allow Alderperson Flower to participate in the discussion. Hedlund seconded the motion. Motion varied 4-0. Howell also moved to suspend the rules to allow Terry Johnson to address the Committee. Dunn seconded the motion. Motion carried 4-0.

Terry Johnson addressed the committee regarding the various items Mary Jo Fesenmaier brought up during the public comment portion of the meeting. General discussion was held on the topic. After additional discussion, Howell so moved to approve the Marina Bay Commercial Buoy Lease agreement and to direct the City Attorney to draft the lease for review at an upcoming Finance, Licensing and Regulation Committee meeting. Dunn seconded the motion. Motion carried 4-0.

**Discussion/ Possible Recommendation regarding the Commercial Slip & Buoy Lease Agreement with Gage Marine.** General discussion was held on this topic. Chairman Yunker proposed that the City allow the Gage Marine lease to expire at the end of this year (2020) and that the City lease the slips and buoys itself. After additional discussion, Howell so moved to allow the current Gage Marine to expire at the end of the year. Hedlund seconded the motion. Motion carried 4-0

**Discussion/ Possible Recommendation regarding the Commercial Slip & Buoy Lease Agreement with Lake Geneva Boat Line.** General discussion was held by the members of the committee concerning terms for the lease agreement. Hedlund so moved that for the 2020 season, all slips rented by Lake Geneva Boat Line would be on the north side of the pier. It was also stated that the rate for the slips and buoys would mirror / follow the city's established "non-resident rate" and that the new lease would expire at the end of 2024. Howell seconded that motion. Motion carried 4-0.

**Adjournment**

Hedlund so moved to adjourn at 5:52 pm. Howell seconded the motion. Motion carried 4-0.

**City of Lake Geneva  
Slip, Buoy and Rack Rental Rates  
2016-2020**

	<u>3%</u> <u>2016</u>	<u>3%</u> <u>2017</u>	<u>3%</u> <u>2018</u>	<u>0%</u> <u>2019</u>	<u>3%</u> <u>2020</u>	<i>Proposed</i> <u>5%</u> <u>2021</u>	<i>Proposed</i> <u>8%</u> <u>2021</u>	<i>Proposed</i> <u>10%</u> <u>2021</u>
<b>West End Pier - 24' Slip</b>								
Resident	\$ 1,671.00	\$ 1,722.00	\$ 1,774.00	\$ 1,774.00	\$ 1,827.00	\$ 1,919.00	\$ 1,974.00	\$ 2,010.00
Non-Resident Property Owner	\$ 2,507.00	\$ 2,583.00	\$ 2,661.00	\$ 2,661.00	\$ 2,741.00	\$ 2,879.00	\$ 2,961.00	\$ 3,016.00
Non-Resident	\$ 3,342.00	\$ 3,443.00	\$ 3,547.00	\$ 3,547.00	\$ 3,653.00	\$ 3,836.00	\$ 3,946.00	\$ 4,019.00
<b>West End Pier - 26' Slip</b>								
Resident	\$ 1,950.00	\$ 2,009.00	\$ 2,070.00	\$ 2,070.00	\$ 2,132.00	\$ 2,239.00	\$ 2,303.00	\$ 2,346.00
Non-Resident Property Owner	\$ 2,841.00	\$ 2,927.00	\$ 3,015.00	\$ 3,015.00	\$ 3,105.00	\$ 3,261.00	\$ 3,354.00	\$ 3,416.00
Non-Resident	\$ 3,621.00	\$ 3,730.00	\$ 3,842.00	\$ 3,842.00	\$ 3,957.00	\$ 4,155.00	\$ 4,274.00	\$ 4,353.00
<b>Lagoon Slip</b>								
Resident	\$ 719.00	\$ 741.00	\$ 764.00	\$ 764.00	\$ 787.00	\$ 827.00	\$ 850.00	\$ 866.00
Non-Resident Property Owner	\$ 1,198.00	\$ 1,234.00	\$ 1,272.00	\$ 1,272.00	\$ 1,310.00	\$ 1,376.00	\$ 1,415.00	\$ 1,441.00
Non-Resident	\$ 1,671.00	\$ 1,722.00	\$ 1,774.00	\$ 1,774.00	\$ 1,827.00	\$ 1,919.00	\$ 1,974.00	\$ 2,010.00
<b>Buoys</b>								
Resident	\$ 719.00	\$ 741.00	\$ 764.00	\$ 764.00	\$ 787.00	\$ 827.00	\$ 850.00	\$ 866.00
Non-Resident Property Owner	\$ 1,198.00	\$ 1,234.00	\$ 1,272.00	\$ 1,272.00	\$ 1,310.00	\$ 1,376.00	\$ 1,415.00	\$ 1,441.00
Non-Resident	\$ 1,671.00	\$ 1,722.00	\$ 1,774.00	\$ 1,774.00	\$ 1,827.00	\$ 1,919.00	\$ 1,974.00	\$ 2,010.00
<b>Dingy, Kayak and Paddleboard Racks</b>								
Resident	\$ 123.00	\$ 127.00	\$ 131.00	\$ 131.00	\$ 135.00	\$ 142.00	\$ 146.00	\$ 149.00
Non-Resident Property Owner	\$ 179.00	\$ 185.00	\$ 191.00	\$ 191.00	\$ 197.00	\$ 207.00	\$ 213.00	\$ 217.00
Non-Resident	\$ 246.00	\$ 254.00	\$ 262.00	\$ 262.00	\$ 270.00	\$ 284.00	\$ 292.00	\$ 297.00

## ***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](mailto:wspatrol@sbcglobal.net); web: [watersafetypatrol.org](http://watersafetypatrol.org)**

### **Lifeguard Services Agreement for the 2021 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 5** through **Aug. 29**. Hours of coverage: **9:30am to 6:00pm (10:00am to 5:00pm after Aug. 15)**.

**\*PEAK SEASON:** A fifth lifeguard to be added on weekends/holidays for the dates of **June 19-Aug. 8**.

**\*EARLY & LATE SEASON:** Three lifeguards (overlapping shifts) on weekends for the dates of **May 29-31 (Memorial Day), and Sept. 4-6 (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.....	\$27,860.00
Liability Insurance.....	\$3885.00
Workman's Compensation.....	\$ 660.00
Uniforms.....	\$ 580.00
First-Aid Supplies.....	\$ 390.00
Swimming Lessons.....	\$4290.00
New megaphone.....	\$ 85.00

**Total:           \$36,750.00**

**Payment:** Payment due by June 15, 2021  
(please use this document to serve as your invoice)

**Authorized Signatures:**

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

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

Water Safety Patrol:  date: 9/24/2020  
Ted Pankau, Director

**Please return signed agreement to Water Safety Patrol by Dec. 15, 2020**

## **COMMERCIAL BUOY AND BOAT SLIP LEASE AGREEMENT**

**THIS AGREEMENT** made this 14th day of January, 2019, by and between the CITY OF LAKE GENEVA, a municipal corporation, party of the first part, Lessor, hereinafter called the "City," and LAKE GENEVA BOAT LINE, INC., party of the second part, hereinafter called the Lessee.

1. That the City does hereby lease and let to Lessee, under all the terms and conditions hereinafter set forth, the following described area and facilities of the waterfront of Lake Geneva:

An area of Geneva Lake located east of the Riviera and south of Flat Iron Park sufficient for the location of ten (10) mooring buoys (see buoy location drawing attached hereto) and four (4) boat slips. Said area includes the surface, below the surface, the bed of the lake and the air space above the surface of the lake.

2. It is expressly understood and agreed that Lessee shall have the exclusive right to use the above described areas and facilities for its own use or for rental to the public. Said use shall be in furtherance of the business conducted by the Lessee.
3. Lessee shall conduct his business using the above described areas and facilities in an orderly manner. Lessee shall not unreasonably disturb the general public or adjacent owners or tenants.
4. Lessee shall keep the areas and facilities leased in a neat and presentable condition at all times.
5. The term of this lease is for **three** seasons, (**2021, 2022, 2023**), each season commencing April 15th and ending November 15th. Either Lessor or Lessee may notify the other of its intention to negotiate a new lease of all the subject buoys **and slips**, no later than August 15, **2023** provided the lease has not been terminated as provided herein. If Lessee fails to notify Lessor of its intention to negotiate for a new lease on or before August 15, **2023**, Lessor may negotiate with any other person or entity for a lease of the subject buoys or Lessor may elect not to lease the subject buoys or any portion of them for any future period or periods. If Lessee and Lessor notify each other of an interest in re-negotiating a new lease for some or all of the subject buoys and slips, such negotiations shall be completed on or before November 15, **2023**, or all rights to negotiate shall be null and void.
6. Lessee shall pay as **initial** annual rent for the term of the lease for the mooring buoys leased the sum of **Thirteen Thousand Two Hundred Sixty-Six and 32/100 (\$13,266.32)** Dollars in **2021**. **The initial annual rent for the term of the lease for the four (4) boat slips leased shall be the sum of Twelve Thousand Five Hundred Seventy-Seven and 98/100 (\$12,577.98)**. The rates for **2022** shall be adjusted based upon the Consumer Price Index as of January 1st, **2022** as published by the Wisconsin Employment Relations Commission. Annual lease

amounts may be paid in two equal installments, the first installment to be paid on or before July 15" and the second installment to be paid on or before August 15th, of each year. All such payments shall be made to the City of Lake Geneva.

7. The said Lessee shall provide public liability insurance in the aggregate amount of One Million and no/100 (\$1,000,000.00) Dollars covering the event of death or injury to one (1) or more persons and the Lessee shall furnish a Certificate of Insurance coverage to the City Clerk of the CITY OF LAKE GENEVA within 10 days of the execution of this lease. Said Certificate of Insurance shall reflect the City of Lake Geneva as an additional insured and that the City shall be notified thirty (30) days prior to the expiration, termination, or cancellation of the insurance coverage.
8. It is understood and agreed that if the said Lessee shall default in any of the covenants and agreements herein contained or shall fail to operate and use the premises for the purposes defined herein or shall in any way fail to meet the demands of the public in the operation of the business herein referred to, or shall fail to pay the rent when due, then said Lessee shall forfeit all rights, title, and interest in the premises hereby leased and every part thereof, and the lease shall be terminated.
9. It is further provided that no assignment or sale of the Lessee's rights under this lease shall be made either by the Lessee or through voluntary assignment or bankruptcy.
10. Lessee shall be responsible for installing and maintaining all anchors, buoys, chains, and other tackle required for the mooring buoys.
11. City shall have the right to direct the location of anchors, the scope of the mooring chain, the type of buoy, and the length of mooring line between the boat and buoy. The City may also limit the size of boat to be moored if said boat is excessive in size and creates a danger for other boats moored in the area. Lessee shall comply with City directives under this paragraph within 10 days of notice. Failure to comply on the part of the Lessee shall constitute a breach of contract.
12. Lessee shall pay all applicable City rates for launching and removal of the boats moored at Lessee's pier or buoys or moored on the buoys leased hereunder.
13. Lessee agrees to hold City harmless from any and all claims arising from Lessee's use of the commercial buoys under this agreement which indemnity shall include all costs and reasonable attorney's fees incurred by the City in defending any such claims.
14. Any requirement in this lease for approvals shall be deemed to require written approval from the appropriate party to the lease. Said approvals shall be signed by the officer or authorized agents or employees of the appropriate party to the lease.

15. The undersigned covenant and agree that they have been duly authorized to execute this agreement and authorized to bind the respective parties to this agreement.
16. This agreement shall be interpreted according to the laws of the State of Wisconsin and venue for any actions under this agreement shall be in Walworth County, Wisconsin.

**IN WITNESS WHEREOF**, the CITY OF LAKE GENEVA has caused this indenture to be executed by its Mayor, countersigned by the City Clerk and sealed with its corporate seal, and the Lessee, LAKE GENEVA BOAT LINE, INC. has set its hand and seal, and both parties represent that each of the signers has full authority to execute the same.

LESSEE:

CITY OF LAKE GENEVA

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LAKE GENEVA BOAT LINE, INC.

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Charlene Klein, Mayor

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LANA KROPF, City Clerk

## COMMERCIAL BUOY LEASE AGREEMENT

**THIS AGREEMENT** made this \_\_\_\_\_ day of ~~June~~ September, 2020, by and between the CITY OF LAKE GENEVA, a municipal corporation, party of the first part, Lessor, hereinafter called the City, and TERRY JOHNSON, d/b/a MARINA BAY BOAT RENTAL, party of the second part, hereinafter called the Lessee.

1. That the City does hereby lease and let to Lessee, under all the terms and conditions hereinafter set forth, the following described area and facilities of the waterfront of Lake Geneva:

An area of Geneva Lake located east of the Riviera and south of Flat Iron Park sufficient for the location of ten (10) mooring buoys (see buoy location drawing attached hereto). Said area includes the surface, below the surface, the bed of the lake and the air space above the surface of the lake, and

2. It is expressly understood and agreed that Lessee shall have the exclusive right to use the above described areas and facilities for its own use or for rental to the public. Said use shall be in furtherance of the business conducted by the Lessee.
3. Lessee shall conduct his business using the above described areas and facilities in an orderly manner. Lessee shall not unreasonably disturb the general public or adjacent owners or tenants.
4. Lessee shall keep the areas and facilities leased in a neat and presentable condition at all times.
5. The term of this lease is for three seasons, (2021, 2022, 2023), each season commencing April 15<sup>th</sup> and ending November 15<sup>th</sup>. Either Lessor or Lessee may notify the other of its intention to negotiate a new lease of all the subject buoys, no later than August 15, 2023 provided the lease has not been terminated as provided herein. If Lessee fails to notify Lessor of its intention to negotiate for a new lease on or before August 15, 2023, Lessor may negotiate with any other person or entity for a lease of the subject buoys or Lessor may elect not to lease the subject buoys or any portion of them for any future period or periods. If Lessee and Lessor notify each other of an interest in re-negotiating a new lease for some or all of the subject buoys, such negotiations shall be completed on or before November 15, 2023, or all rights to negotiate shall be null and void.
6. Lessee shall pay as annual rent for each buoy the rates paid by Non Resident Property Owners for buoys at the West End Pier as amended from time to time for the term of the lease. Annual lease amounts shall be paid in two equal installments, the first installment to be paid on or before July 15<sup>th</sup> and the second installment to be paid on or before August 15<sup>th</sup>, of each year. All such payments shall be made to the City of Lake Geneva.
7. The said Lessee shall provide public liability insurance in the aggregate amount of One Million and no/100 (\$1,000,000.00) Dollars covering the event of death or injury to one (1) or more persons and the Lessee shall furnish a Certificate of Insurance coverage to the City Clerk of the CITY OF LAKE GENEVA within 10 days of the execution of this

lease. Said Certificate of Insurance shall reflect the City of Lake Geneva as an additional insured and that the City shall be notified thirty (30) days prior to the expiration, termination, or cancellation of the insurance coverage.

8. It is understood and agreed that if the said Lessee shall default in any of the covenants and agreements herein contained or shall fail to operate and use the premises for the purposes defined herein or shall in any way fail to meet the demands of the public in the operation of the business herein referred to, or shall fail to pay the rent when due, then said Lessee shall forfeit all rights, title, and interest in the premises hereby leased and every part thereof, and the lease shall be terminated.
9. It is further provided that no assignment or sale of the Lessee's rights under this lease shall be made either by the Lessee or through voluntary assignment or bankruptcy. Lessee shall not be permitted to sublease any of the buoys leased hereunder.
10. Lessee shall be responsible for installing and maintaining all anchors, buoys, chains, and other tackle required for the mooring buoys.
11. City shall have the right to direct the location of anchors, the scope of the mooring chain, the type of buoy, and the length of mooring line between the boat and buoy. The City may also limit the size of boat to be moored if said boat is excessive in size and creates a danger for other boats moored in the area. Lessee shall comply with City directives under this paragraph within 10 days of notice. Failure to comply on the part of the Lessee shall constitute a breach of contract.
12. Lessee agrees to hold City harmless for and from any and all claims arising from Lessee's use of the commercial buoys under this agreement which indemnity shall include all cost and reasonable attorney's fees incurred by the City in defending or bringing any such claim.
13. Any requirement in this lease for approvals shall be deemed to require written approval from the appropriate party to the lease. Said approvals shall be signed by the officer or authorized agents or employees of the appropriate party to the lease.
14. The undersigned covenant and agree that they have been duly authorized to execute this agreement and authorized to bind the respective parties to this agreement.
15. This agreement shall be interpreted according to the laws of the State of Wisconsin and venue for any actions under this agreement shall be in Walworth County, Wisconsin.
16. Lessee shall pay all applicable City rates for launching and removal of the boats moored at Lessee's pier or buoys or moored on the buoys leased hereunder.

**IN WITNESS WHEREOF**, the CITY OF LAKE GENEVA has caused this indenture to be executed by its Mayor, countersigned by the City Clerk and sealed with its corporate seal, and the Lessee, TERRY JOHNSON, d/b/a MARINA BAY BOAT RENTAL, has set its hand and seal, and both parties represent that each of the signers has full authority to execute the same.

LESSEE:

CITY OF LAKE GENEVA

\_\_\_\_\_  
TERRY JOHNSON, d/b/a

MARINA BAY BOAT RENTAL

\_\_\_\_\_  
~~CHARLENE KLEIN TOM~~  
~~HARTZ~~, MAYOR

\_\_\_\_\_  
LANA KROPF, CITY CLERK